

CITY OF SOUTH FULTON, GEORGIA
WORK SESSION - Welcome All Park Multipurpose Facility, 4255 Will Lee Rd, South Fulton,
GA 30349
Tuesday, February 14, 2023, 4:00 PM



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

COUNCIL WORK SESSION MEETING AGENDA

- I. 4:00 p.m. Call to Order - Mayor khalid
- II. 4:01 p.m. Roll Call - Corey Adams, City Clerk
- III. 4:02 p.m. City Manager Items - Staff Reports
 - 1. Finance Monthly Report by Karen Slaton-Dixon, Finance Director
 - Briefing on city contracts/purchases exceeding \$25,000.00
 - 2. City Manager Monthly Report by Tammi Saddler Jones, City Manager
 - 3. Public Works Monthly Report by Antonio Valenzuela, Director, Department of Public Works
 - 4. Parks and Fire Security Camera Timeline/Update by Namarr Strickland, Director, Department of Information Technology
 - 5. Update City Initiatives Aligned with Strategic Plan
- IV. 4:30 p.m. Presentations
 - 6. 4:30 p.m. RAISE Grant Information – Walt Ray with Trust for Public Land
 - 7. 4:45 p.m. Environmental Regulation
 - 1. Merk Miles Superfund Site
 - 2. Bishop Road Fire
 - 3. Plastic Pellet Fuel Production on Fulton Industrial Blvd (FIB)

8. 5:05 p.m. Housing Regulations (Mayor khalid and Councilmember Reeves)
 1. Beacon Ridge and Camelot Condominiums Update
 2. Who declares a unit complex a nuisance or uninhabitable?
 - a. Criteria and Timelines
 - b. Community Development Block Grants (CDBG)
 9. 5:25 p.m. Department of Parks, Recreation and Cultural Affairs Strategic Plan and Programs/Events Update (Ternard Turner, Director, Department of Parks, Recreation and Cultural Affairs)
 1. Athletic Leagues & Contracts
 2. Senior Fees
 3. Outside Instructors
 10. 5:45 p.m. Wolf Creek Amphitheater Operations Plan and Timeline Update (Ternard Turner, Director, Department of Parks, Recreation and Cultural Affairs)
- V. City Attorney report, if action taken in executive session
- VI. 6:00 p.m. Adjournment of Meeting



CITY OF SOUTH FULTON

COUNCIL AGENDA ITEM

COUNCIL WORK SESSION



SUBJECT: Finance Monthly Report

DATE OF MEETING: 2/14/2023

DEPARTMENT: Finance

ATTACHMENTS:

Description	Type	Upload Date
Monthly Financial Report - As of Dec 31 2022	Cover Memo	2/10/2023



CITY OF SOUTH FULTON

FINANCIALS FOR THE 2023 FISCAL YEAR AS OF DECEMBER 31, 2022

PRESENTED BY

KAREN SLATON-DIXON, MBA, CPFM

FINANCE DIRECTOR

General Fund Summary of Revenues For the Month Ending December 31, 2022

REVENUE	FY2023 Budget	YTD Revenue	% of YTD Revenue Collected
Property Taxes	\$ 53,018,000	\$ 47,231,346	89%
Motor Vehicle	1,700,000	369,170	22%
Franchise	7,100,000	2,372,692	33%
Local Option Sales Tax	21,500,000	8,530,338	40%
Business and Occupation	2,400,000	574,441	24%
Other Taxes	7,852,000	9,486,733	121%
Licenses and Permits	2,628,100	1,401,954	53%
IGA FID and City of Atl	896,664	452,594	50%
Charges for Services	1,574,965	1,808,426	115%
Other Revenue	3,570,681	14,032	0%
TOTAL REVENUES	\$ 102,240,410	\$ 72,241,725	71%

General Fund Summary of Expenditures For the Month Ending December 31, 2022

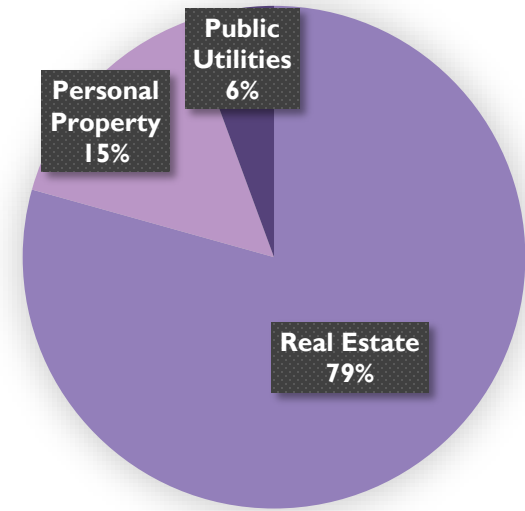
ACCOUNT DESCRIPTION	FY2023 Budget	YTD Expenditure	% of Budget Used YTD
District Total	\$ 1,415,450	\$ 78,681	6%
City Clerk	1,324,940	165,591	12%
Mayor	324,900	41,440	13%
Personnel	-	-	0%
City Manager	1,376,100	81,257	6%
Finance	2,044,200	131,250	6%
Contracts & Procurement	603,000	20,884	3%
Law	1,968,550	147,014	7%
Information Technology	4,130,720	784,323	19%
Human Resources	1,138,850	68,007	6%
Risk Management	2,880,000	1,034,624	36%
Communications	540,536	36,315	7%
Facilities	1,756,000	232,670	13%
General Administrative Services	3,722,460	1,236,936	33%
Municipal Court	1,116,076	120,898	11%
Police Administration	21,402,250	2,086,185	10%
Fire Administration	21,006,134	1,281,779	6%
Fire Prevention	-	(6,803)	0%
Public Works	11,693,666	987,583	8%
Parks and Recreation	6,839,285	586,367	9%
Cultural Affairs	1,483,222	182,154	12%
Community & Regulatory Affairs	3,239,125	248,632	8%
Code Enforcement	3,283,400	404,038	12%
Economic Development	1,689,072	135,879	8%
Main Street-Red Oak	306,450	68,263	22%
Main Street-Old National	-	5,441	0%
Debt Service/ Interfund Transfers	6,364,760	-	0%
Public Affairs	591,264	-	0%
GENERAL FUND EXPENDITURES TOTALS	\$ 102,240,410	\$ 10,166,211	10%

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City of South Fulton February 14, 2023

*Reconciliation and closing entries are pending and may cause significant fluctuations between these financials and final financials as prepared for audit.

City of South Fulton – General Fund
YTD Tax Revenues
For the Month Ending December 31, 2022

Property Taxes - Tax Year Billing Amounts	
2022	\$ 49,760,028
Westside TAD	\$ 210,733
Eastside TAD	\$ 240,490
2021	\$ 30,367,569
2020	\$ 27,599,747
2019	\$ 27,713,496
2018	\$ 28,678,599

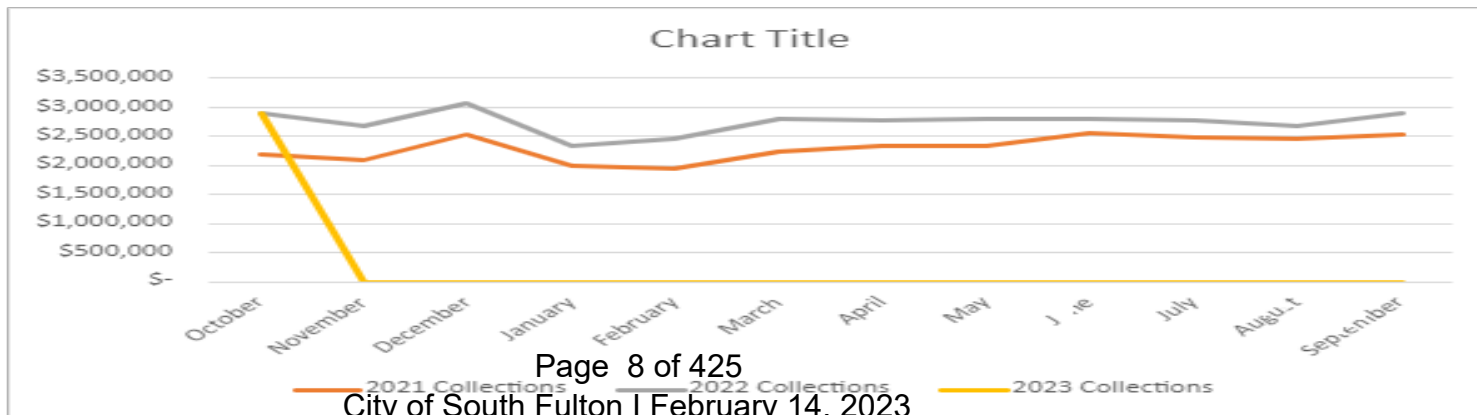


Tax Year Collection Amounts and Collection Rate		
2022	\$ 46,706,414	93.86%
Westside TAD	\$ 194,611	92.35%
Eastside TAD	\$ 208,015	86.50%
2021	\$ 31,749,305	104.55%
2020	\$ 29,042,075	105.23%
2019	\$ 29,489,657	106.41%
2018	\$ 30,180,075	105.24%

General Fund YTD LOST Revenues

For the Month Ending December 31, 2022

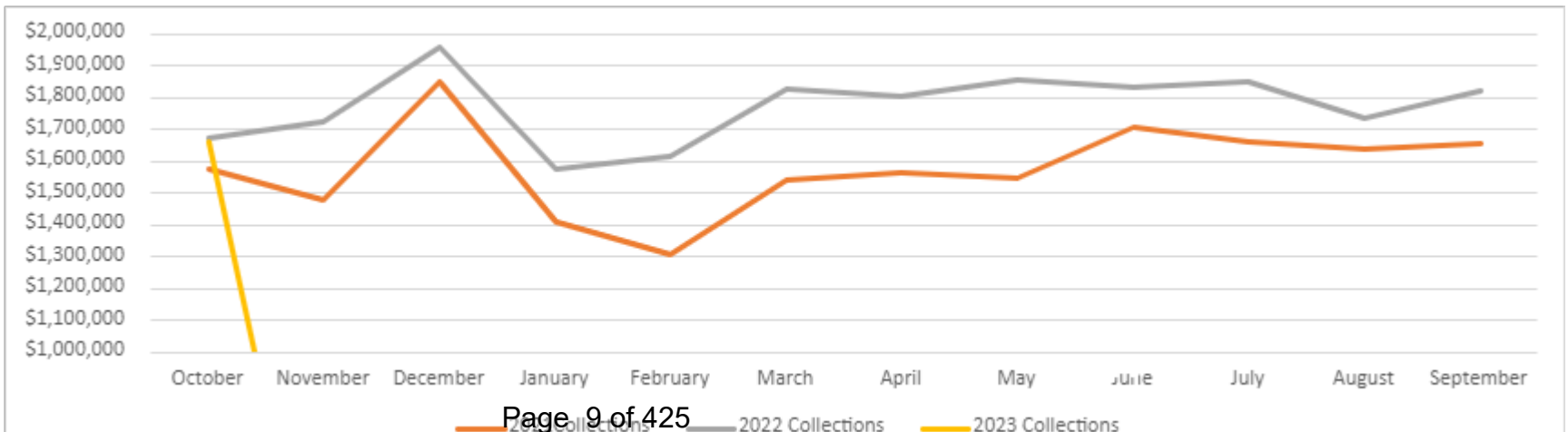
Month	2021 Collections	2022 Collections	2023 Collections	% Change from Prior Year
October	\$ 2,185,149	\$ 2,569,622	\$ 2,747,196	6.91%
November	2,098,040	2,669,570	2,671,022	0.05%
December	2,539,331	3,078,156	3,241,530	5.31%
January	1,999,859	2,327,867	-	-100.00%
February	1,939,710	2,458,424	-	-100.00%
March	2,231,220	2,803,530	-	-100.00%
April	2,350,323	2,767,113	-	-100.00%
May	2,350,521	2,809,306	-	-100.00%
June	2,560,204	2,793,289	-	-100.00%
July	2,486,024	2,772,231	-	-100.00%
August	2,457,732	2,669,748	-	-100.00%
September	2,540,501	2,907,749	-	-100.00%
TOTAL	\$ 27,738,612	\$ 32,964,732	\$ 8,659,747	



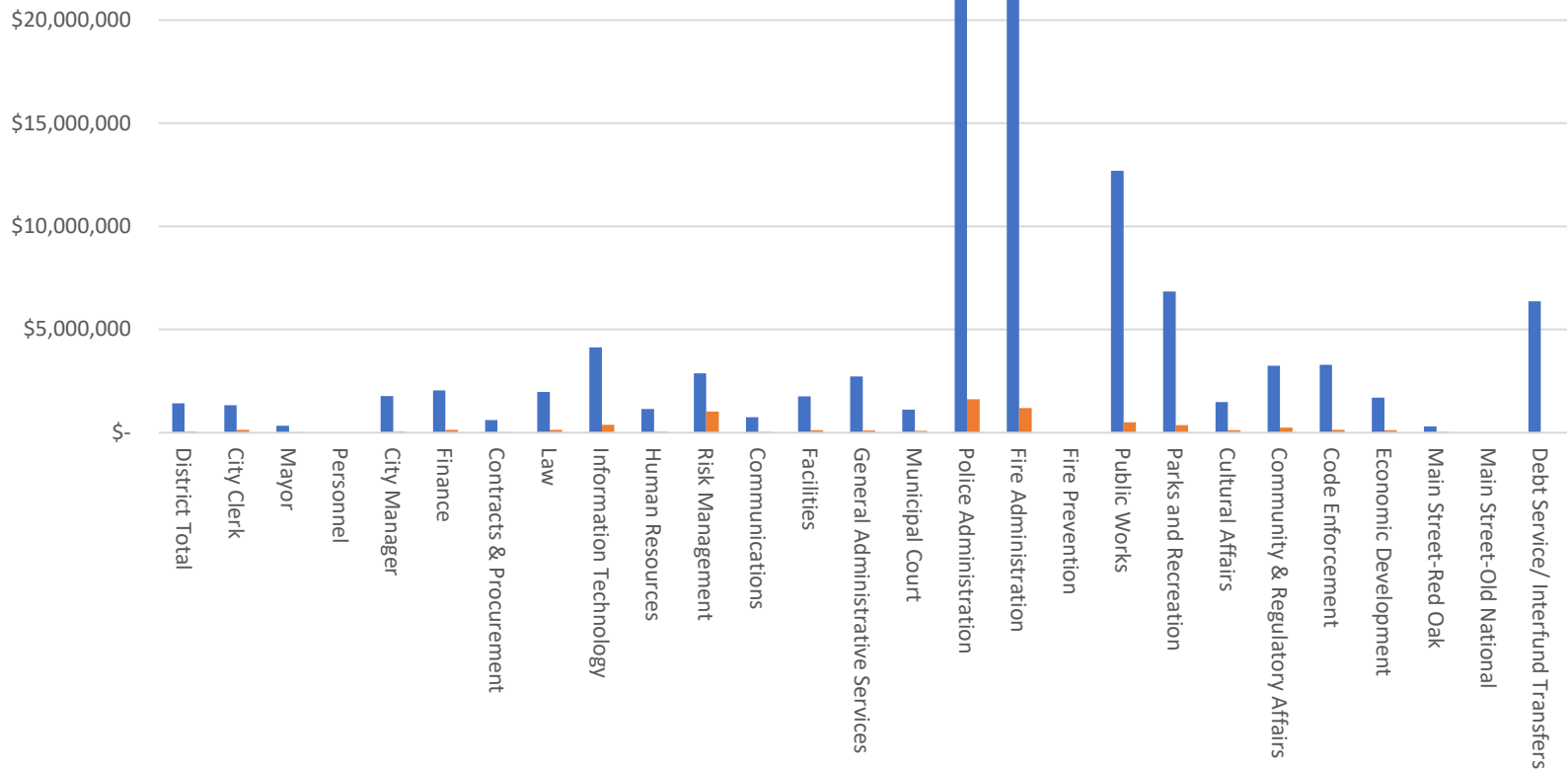
General Fund YTD TSPLOST Revenues

For the Month Ending December 31, 2022

Month	2021 Collections	2022 Collections	2023 Collections	% Change from Prior Year
October	\$ 1,572,407	\$ 1,673,566	\$ 1,660,778	-0.76%
November	1,480,262	1,723,042	1,797,138	4.30%
December	1,851,254	1,958,624	2,164,072	10.49%
January	1,409,863	1,576,321	-	-100.00%
February	1,307,487	1,615,575	-	-100.00%
March	1,539,997	1,827,802	-	-100.00%
April	1,564,591	1,803,081	-	-100.00%
May	1,545,970	1,856,049	-	-100.00%
June	1,704,920	1,831,139	-	-100.00%
July	1,662,616	1,852,218	-	-100.00%
August	1,638,898	1,735,146	-	-100.00%
September	1,652,359	1,821,245	-	-100.00%
TOTAL	\$ 18,930,624	\$ 21,273,808	\$ 5,621,989	



General Fund Summary of Expenditures For the Month Ending December 31, 2022



All Funds Summary of Revenues & Expenditures

For the Month Ending December 31, 2022

REVENUE	FY2023 Budget	YTD Revenue
General Fund	102,240,410	72,247,709
Blighted Properties	300,000	-
Confiscated Assets	-	-
E-911 Fund	1,929,030	-
American Rescue Plan	5,645,376	-
Restricted Grants	-	-
Eastside TAD	-	-
Westside TAD	-	-
Hotel Motel	545,600	-
Development Authority	-	-
T-SPLOST	17,500,000	-
Capital Grant (LMIG)	-	-
Capital Local	27,877,310	209,816
Capital URA	3,013,568	-
Capital URA Bond	1,118,330	-
Solid Waste	8,870,200	-
Wolf Creek Ampitheatre	1,000,000	-
Stormwater	1,358,272	44,681
ALL FUND TOTAL REVENUES	171,398,096	72,502,207

EXPENDITURES	FY2023 Budget	YTD Expenditure
General Fund (includes Court Operations)	102,240,410	10,166,211
Blighted Properties	300,000	86,764
Confiscated Assets	-	-
E-911 Fund	1,929,030	-
American Rescue Plan	5,645,376	17,924
Restricted Grants	-	-
Eastside TAD	-	-
Westside TAD	-	-
Hotel Motel	545,600	44,756
Development Authority	-	-
T-SPLOST	17,500,000	448,093
Capital Grant (LMIG)	-	-
Capital Local	27,877,310	209,816
Capital URA	3,013,568	-
Capital URA Bond	1,118,330	-
Solid Waste	8,870,200	216,749
Wolf Creek Ampitheatre	1,000,000	-
Stormwater	1,358,272	44,681
ALL FUND TOTAL EXPENDITURES	171,398,096	11,234,995

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City of South Fulton, February 14, 2023

*Reconciliation and closing entries are pending and may cause significant fluctuations between these financials and final financials as prepared for audit.

City of South Fulton **Confiscated Assets Report** **For the Month Ending December 31, 2022**

Bank Balance	Confiscated Funds	503,315.97
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Inflows:		
Cash Confiscated	Federal	-
Cash Confiscated	State	201,693
Cash Confiscated	Local	-
TOTAL		201,693

Outflows:		
Vehicle Maintenance and Repairs		-
Education & Training		-
Small Tools and Equipment		-
TOTAL		-

SUPPLEMENTAL INFORMATION

- **ARPA: NO CHANGE FROM NOVEMBER 2022**
- We have spent a total of \$1,115,000 of the funds as of December 31, 2022.
- A. \$15,000 Food Insecurity Fund 2021 (Turkey give away)
- B. \$10,173.73 Food Insecurity Fund 2022
- C. \$100,000 Vaccine Incentive Program (FY22)
- D. \$500,000 Premium Pay Incentive (FY22)
- E. \$500,000 Revenue Loss (FY22 Mid-Year Budget)

- The RFP was issued for the Rent & Mortgage Assistance Program, and the bid was awarded to Anser Advisory, LLC to administer the funds in the amount of \$1,400,000.
-
- **Contracts \$25,000 or more**
- A. Campbelltown Road @ Stonewall Tell Rd.- CMC, Inc. \$3,174,180 02/2/2023 – 10/30/2023 NTP issued 01/24/2023
-
-
-



QUESTIONS?



CITY OF SOUTH FULTON

COUNCIL AGENDA ITEM

COUNCIL WORK SESSION



SUBJECT: City Manager Monthly Report

DATE OF MEETING: 2/14/2023

DEPARTMENT: City Manager

ATTACHMENTS:

Description	Type	Upload Date
City Manager Notes - February 14 Work Session_Final 2.10.2023	Cover Memo	2/10/2023

GOVERNMENT OF THE CITY OF SOUTH FULTON

khalid kamau
MAYOR



TAMMI SADDLER JONES
CITY MANAGER

MEMORANDUM

TO: Honorable Mayor khalid kamau & City Council Members

FROM: Tammi Saddler Jones *Tammi Saddler Jones*
City Manager

DATE: February 9, 2023

SUBJECT: City Manager's Monthly Report Notes – February 14th Work Session

List of City Projects

Below via the links is a listing and a dashboard of the outstanding and upcoming major projects within the City of South Fulton. This dashboard gives you access to the data through direct interaction, where the spreadsheet is just a general listing of the projects based on the time the list was completed.

[City Projects \(arcgis.com\)](#) – This is the dashboard that reflects the data.

Navigation queues to be aware of related to the dashboard.

- When you go to the site it will show all information with different sections
- Project Name – has a listing of all project names.
- Under the “project status” section you have 3 options that you will need to use the left and right arrows or tabs to select.
 - Status by projects - the graph is interactive and will correlate with the project name.
 - By Funding Source – the graph is interactive and will correlate with the project name.
 - Status by department – linked to the “Projects by Department” section.
- City Facilities is just a facility map for now.
- The listing from 1 to 183 (number will change) is the number of current records.
- Select a project will narrow the selection for the project details.

 [Listing of City Projects 1-31-2023.xlsx](#) – This is a listing of the projects that are reflected in the dashboard. If it prompts you to log in, please log in with your email address and password used for your laptop/email or it may ask you to press continue to gain access to the link.

We are configuring a centralized space that will provide a location for this data and any other items that you would like to receive updates on. Additionally, the data presented above is a working list that is updated as project status changes. Feel free to share your comments and thoughts about the effort. A special thank you to our Information Technology Director Namarr Strickland and all Department Directors and staff who assisted with this monumental task.

Meeting with ATL Office of Community Planning and Development (CPD)

The City Manager Office, Finance Department, and CDRA Department had a very positive meeting with the Atlanta Office of Community Planning and Development (CPD) Wednesday, February 8, 2023. Council Member Helen Willis informed the group that she was attending because she received an invitation from the Federal CDBG Office as well as she received a copy of the letter from them. The purpose of the meeting was to discuss the status of the City's plans, reports, and the FY 2022 Annual Action Plan. Andrea Fields, the Director of the Atlanta CPD, stressed to city staff that they are partners with the City of South Fulton and they wanted to see if there is anything they can help us with. *The City of South Fulton is not in jeopardy of losing our CDBG funds.* CPD informed us that the city has seven years from date of award to spend the money but that we should begin drawing down any expenses we've occurred as soon as possible. Our proposed projects are blight reduction and neighborhood revitalization, disaster preparedness and emergency management, economic development and small business incentives, public facilities/public infrastructure, fair housing, housing counseling and legal services, and planning and administration. CPD offered Technical Assistance (TA) staffing to assist with entering our projects into the Integrated Disbursement and Information System (IDIS). However, that the TA would have to be approved by their agency heads first. The next steps are for city staff to submit our request to CPD for TA and provide details on what we expect the TA can assist us with. In addition, we need to set up our projects in the IDIS system and start spending funds on eligible projects. Allocations are as follows: FY 2021 \$512,225 and FY 2022 \$466,409. The city is expected to receive notification about its FY 2023 allocation amount by the end of this month. We were advised that we need to have drawdowns initiated by November 2, 2023, but we intend to can start the drawdowns now (i.e., any administration/planning work completed by city staff). Please note that although our first award was approved in January 2021, the Atlanta CPD staff admitted that the City did not receive the funding until August 2021 because of some technical issues that held up the grant funds on CPD's end. The city greatly appreciates having the Atlanta CPD staff meet with us and we look forward to a fruitful working relationship.

Senior Leadership Training

All department directors, deputy directors, and selected department managers attended a *New Year, New You in Leadership: Senior Leadership Training/Workshop* January 31st – February 3rd. This training was facilitated and lead by The Leadership Collaborative (TLC). All four days of this training was held at the Georgia Municipal Association headquarters located at 201 Pryor Street, Atlanta, GA 30303.

This training/workshop included a behavioral assessment and 4 days of interactive activities for the purpose of motivating and reinvigorating the choice to enter public service. Equally, this training/workshop focused on four key points to strengthen leadership within our respective departments:

- Leading People
- Accelerating Change
- Driving Innovation
- Implementing Strategy

Each day featured one guest speakers from the nonprofit, higher education, and corporate sectors, along with training facilitators from TLC to reinforce the theme. The Leadership Collaborative is also currently leading an extended training for Firefighters across municipalities and has a track record of success in helping to implement people centered leadership frameworks with an emphasis on behavior and communication styles.

The senior leadership team came up with a mission statement and we all signed it to show solidarity. The mission statement is as follows: ***to create a high-performing team that communicates, collaborates, and inspires each other to succeed.*** The leadership training was a great success that resulted in insightful learning, valuable next steps related to areas we can focus on to become a preferred employer and increase our skills to better serve the residents of South Fulton. A bonus is that it was a great bonding experience for all. A special thank you to Special Projects Manager Karin Smoot for her assistance in planning and organizing this much needed training on behalf of City Manager Tammi Saddler Jones.

Aerotropolis Board Retreat Recap

On Friday, January 27, 2023, City Manager Tammi Saddler Jones attended the Aerotropolis Board Retreat. Economic Development Director Artie Jones also attended the meeting. The meeting lasted several hours, and it was held at East Point City Hall. Aerotropolis reviewed board member roles and responsibilities, fact sheet, and goals. Aerotropolis will provide summary notes from the retreat in the coming weeks.

Trust for Public Land – RAISE Grant

The Trust for Public Land (TPL) contacted the City Manager Office to request that the City of South Fulton to be the applicant and manage a grant called RAISE in 2023. TPL met with City Manager Jones and staff in late January about their request. TPL wants our city to take the lead and apply because they are not eligible to do so.

At the beginning of January, ARC encouraged TPL to apply for a RAISE Grant to refine alignment of the RiverLands Greenway Trail from MLK Drive in Atlanta, through city of South Fulton, cross the River at Camp Creek Parkway/Thornton Road, and then south (off road) to at least Sweetwater Creek to Fairburn Road (GA 154/166). TPL has since narrowed the corridor to be from Proctor Creek in Atlanta to Rock House Road in Douglas Co. This will connect the Atlanta Reach to the north (which is a 3 mile trail from Standing Peachtree Greenspace to Proctor Creek), the Showcase Site in Cobb Co. and Smyrna (which includes 2.7 miles of trails anticipated to be completed in 2026 and

a regional trailhead) and to the Chattahoochee Hill Country Trail to the south (11 mile trail from Sweetwater Creek Multiuse Trail to Boundary Waters Park)—a truly regional greenway connection.

The funds TPL is seeking, ideally, will fund a study to figure out that entire alignment, and then proceed with 30% CDs/NEPA/Concept Report for as far south (from Proctor Creek) as our budget would allow.

TPL is requesting \$5 million in public funding and since this corridor falls within an Area of Persistent Poverty there is no match required. TPL has been informed that a match will help tip the scales in our favor if the question comes up, so they are including a 10% local match or \$5 million. TPL has not yet identified who will be providing the match, so TPL is going to commit the matching funds in the application. If the RAISE Grant is awarded, TPL will determine who is able to provide funding for the match at that time—TPL hopes all local jurisdictions within the study boundary will contribute. TPL is also actively seeking support from City of Atlanta, Fulton County, Douglasville, Douglas County, and ARC. TPL is willing to write a letter of support as well.

TPL is willing to help with the grant management and they desire to be part of the study should it be awarded to the City of South Fulton. The deadline to submit the application is February 28th but TPL is planning to submit on the 27th. TPL has hired Alta to prepare the application for South Fulton, but TPL is covering the expense for this service so there is no cost to the applicant for applying. I have asked TPL to present at the February 14th work session to address any questions you may have concerning their request.

Rental and Mortgage Assistance Program – funded by CDBG and ARPA

The City of South Fulton in partnership with and through funding provided by the Fulton County, Community Development Block Grant Program launched the emergency rent and mortgage assistance program on January 9th, helping those who have been impacted by COVID-19. The program, managed by the City of South Fulton will continue until all funds are depleted. We have had a total of 232 application submissions. They are currently under review. A second program will be launched on March 1st. for rent and mortgage assistance with funding provided by the U.S. Treasury Department. *Anser Advisory, LLC* is our selected third-party vendor and will administer this program. A dedicated website, application portal and contact information will be shared with residents in the coming days through our Public Affairs department.

For a resident to qualify, applicants must be City of South Fulton residents living in a rental property, a single or multi-family home or a mobile home. They must have a current lease, mortgage, or rent agreement that shows them inhabiting the property, along with evidence of missed payments and hardship due to COVID19. For more information or to apply, residents can visit www.cityofsouthfultonga.gov and click on the Rent and Mortgage Assistance tab.

Department of Communications

December Media Relations Report

During December, the Communications and Public Affairs departments continued to work together to place stories in the Atlanta media. Below are some of those stories.

1. Stiffer Penalties for Illegal Signs

Strategic Goal 3 – Increase community collaboration and quality of life.

Coverage – [11Alive](#).

2. City offers \$300,000 in Rent and Mortgage Assistance

Strategic Goal 3 – Increase community collaboration and quality of life.

Strategic Goal 5 – Create and efficient government and service delivery.

Coverage – [Marietta Daily Journal](#)

3. South Fulton Opens State's First Dual Roundabout

Strategic Goal 2 – Grow infrastructure and solidify finances.

Strategic Goal 3 – Increase community collaboration and quality of life.

Coverage – [Marietta Daily Journal](#)

4. South Fulton Approves \$1.4 Million Sidewalk Project

Strategic Goal 2 – Grow infrastructure and solidify finances.

Strategic Goal 3 – Increase community collaboration and quality of life.

Strategic Goal 4 – Focus on Economic Development

Wolf Creek Amphitheater - Water Damage and RFP Formulation

The RFP (#23-12) for *Concert Promotion Services* for Wolf Creek Amphitheater posted on January 20th. We had our non-mandatory pre-proposal conference on January 30th at 10am via TEAMS at which we had 15 proponents in attendance. The deadline for questions was February 6th and the deadline to submit proposals is February 21st at 3pm. The contract with Messenger Media, LLC for the purchase and installation of the LED wall at Wolf Creek is under review by finance and legal. Installation to be completed before the city's Juneteenth celebration. Additional venue renovations and repairs to restrooms and damaged pipes have been assessed and are underway. A separate calendar of events specific to WCA is also being created. Staff will present a proposed timeline and plan at the February 14, 2023, work session.

Budget Book – Fiscal Year 2023

Our Finance staff is still finalizing edits to the FY 2023 budget book in preparation for print hard copies. The hard copies will be in limited supply, but the electronic version will be made available to the public via our City of South Fulton official website. All financial information is uploaded to TED. [All Documents | Local Government Financial Documents \(uga.edu\)](#)

Government Entity	Fiscal Year	Report Type	File
City: South Fulton	2023	Budget Report	city-south-fulton-fy2023-budget-report.pdf
City: South Fulton	2022	Budget Report	city-south-fulton-fy2022-budget-report.pdf
City: South Fulton	2021	Budget Report	city-south-fulton-fy2021-budget-report.pdf
City: South Fulton	2020	Budget Report	city-south-fulton-fy2020-budget-report.pdf
City: South Fulton	2020	Financial Report	city-south-fulton-fy2020-financial-report.pdf
City: South Fulton	2019	Budget Report	city-south-fulton-fy2019-budget-report.pdf
City: South Fulton	2018	Budget Report	city-south-fulton-fy2018-budget-report.pdf
City: South Fulton	2017	Financial Report	fy2017-financial-report.pdf
City: South Fulton	2017	Financial Report	city-south-fulton-fy2017-financial-report.pdf

Parks Security Cameras

Background Pursuant to Resolution 2022-034 A Resolution Requesting the City Manager to Devise and Implement an Action Plan for the Installation of Cameras on or near city parks, and for other Purposes” the proposed is a first draft of the requirements of the resolution. Stakeholder departments including Police, Information Technology, Finance, Parks, and Fire are working diligently to fulfill the directive of the resolution. This discovery phase in a lengthy process, but it is to ensure that we make the best and most responsible decision related to the requirement to fulfill the request. The funding source for this important project is the American Rescue Plan Act (ARPA).

We are scheduling the proof of concept for several areas to validate the product capabilities. We did a walk-through of those areas and will have a schedule to move forward with the proof of concept after that time. The areas for the proof of concept will be the Tennis Center, Boat Rock, and the new Economic Development location. Staff will present a proposed timeline and plan at the February 14, 2023, work session. **Another security camera option that staff is looking into is a mobile solar paneled security camera. These cameras are used in many retail store parking lots. See the picture below. Staff will have one of the mobile security cameras onsite next Tuesday at Welcome All Park in the parking lot from 2:30pm to 3:30pm to provide a demonstration of the equipment for the Mayor and City Council. Please join the demonstration if your schedule allows.**



South Fulton Tennis Center – Outdoor Lighting Project

Georgia Power (GP), based on the agreement signed August 16, 2022, has completed the installation of 99 sport lights and 20 flood lights at the South Fulton Tennis Center. The original contract did not include providing infrastructure work. Courts: 1, 3, 19, 20, 21, 22, 23, 24 are all actively working. Upon completing the contracted service, the GP report determined that a portion of the court lights were not operational due to a disruption of power. The disruption of power can be contributed to several factors with the most likely being a line damaged during the renovations of the courts that took place in 2020. GP has provided a change order to expand their scope of services to include furnish labor, material, and equipment to install new branch circuits to courts 2, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17 & 18 for a price of \$331,540.00. The payment has been paid in full and received by GA Power. The project consists of boring in the wires to place minimal impact to the courts and it should be noted that subsoil obstacles could cause delays and price changes.

On December 14, 2022, Terron Hallums with the GA Power Outdoor Lighting Division confirmed receipt of the city's payment for the lights. Mr. Hallums informed us that their crews are in the holiday season and over the next couple of weeks many of their construction team will be on vacation until January. The electrical construction crew that is assigned to complete the work at the Tennis Center is currently installing another project and not scheduled to begin work on the Tennis Center project until mid-February 2023.

Latest Update – One of GA Power's Crew Supervisors and a few of his staff met at the Tennis Center this week along with Parks Maintenance Staff Calvin Jones to scope out the work to be done in preparation for the upcoming start date which is still scheduled for this month.

Fire Union – Response sent to Fire Union Concerning Notice to Begin Negotiations

The City Manager's Office, with the assistance of the City Attorney and the Fire Department, submitted a written response to the Fire Union regarding their official notification concerning their desire to begin negotiations to address various articles within the approved collective bargaining agreement. The City's negotiation team met internally to discuss and decide on some tentative negotiation meeting dates that will be proposed to the Fire Union.

Highlighting the Status of Some Key Public Works Projects

- ✓ Stonewall Tell Rd at Butner Road double roundabouts are open to traffic. Ribbon cutting held on January 9, 2023.
- ✓ White Mill Road full depth reclamation construction kickoff meeting held on January 30, 2023.
- ✓ Campbellton Road at Stonewall Tell Road project construction kickoff meeting scheduled for February 2, 2023.
- ✓ Danforth Road Sidewalks award recommendation to CMC Inc. approved at the January 24 council meeting.

- ✓ Approved Contract with WastePro to provide residential solid waste services.
- ✓ Street sweepers started on designated corridors to maintain compliance with the City's NPDES Phase II MS4 permit.
- ✓ Completed replacement of generators at Fire Stations 1, 4, 5, and 7
- ✓ Completed installation of solar panels at Fire Station 6
- ✓ Advertised ITB for routine Bridge Maintenance
- ✓ Municipal Separate Storm Sewer Systems (MS4) inventory 60% completed.

Meeting with GDOT Coordinated by State Rep. Debra Bazemore

State Representative Debra Bazemore coordinated a meeting back in December 2022 with the Mayor's Office, City Manager's Office, and the Public Works Team. Rep. Bazemore also included Commissioner Dana Lemon and Paul DeNard from GDOT. Commissioner Lemon and Mr. DeNard gave updates on some key GDOT transportation projects in the works and updates on projects that are planned for our area. For example, one of the projects they mentioned is located at the State Route 138 at Bethsaida Road which GDOT has authorized the notice to proceed for the new temporary traffic signal. Other projects such as State Route 92 roundabouts at Jones Road/Demooney Road and Butner Road were also discussed.

Boat Rock – Public Works New Location (Leased Space)

City Staff finally have the keys to the Boat Rock property (formerly leased by Jacobs). This week staff did another walk thru of the building. Most of the furniture that was left behind is extremely outdated, bulky and/or in bad condition (dirty). Staff met with a furniture vendor who will provide a concept drawing to show the positioning of the proposed furniture designs. Staff was able to salvage some of the tables that will be used in the conference room. However, the carpet in the office areas will need to be professionally cleaned due dirt and oil stains. Staff will keep you posted on when the Public Works administration staff will be expected to transition to their new location.

Renovations to Development Services Area in City Hall

With the upcoming completion of the digital scanning within the files housed in our Development Services area, city management would like to do some much-needed renovations to that area as well renovate the lobby of city hall to improve the workspace/workflow, provide better employee security and enhance the front lobby service counter to ensure it is ADA compliant. We will provide a rendering of the proposed changes to the mayor and council as well as the request for approval to proceed with the project. In addition, we will place a display of the rendering in the lobby of at city hall for the public to review. We have reviewed the initial draft from the architect and requested some modifications. We hope to have the final draft on display very soon. The building owner has approved the renovation changes.

Space Planning

With the need for more city facilities to house our growing city departments/personnel, the City Manager would like to do a space planning presentation sometime in late summer so we can be strategic about purchasing/leasing property and designing/building new city facilities. In addition, applicable city staff are reviewing

applications and conducting interviews for the new Land Administrator position that was approved in the FY 2023 budget.

South Fulton 101

The City Manager's Office would like re-institute the South Fulton 101 listening sessions within the City of South Fulton's communities. These listening sessions will give the city manager and city staff an opportunity to get input from our residents concerning city programs/services and get our residents input and/or ideas how we can improve our service delivery models. More details to follow.

City Administrative Offices Close – Monday, February 20th

City Administrative Offices will be closed Monday, February 20th in observance of the Presidents Day holiday. Offices will reopen Tuesday, February 21st.

City Council Meeting - February 28th

Just a reminder for the public. Our Tuesday, February 28th city council meeting will be held in person at the Southwest Arts Center. The meeting begins at 4pm.



CITY OF SOUTH FULTON
COUNCIL AGENDA ITEM
COUNCIL WORK SESSION



SUBJECT: Public Works Monthly Report

DATE OF MEETING: 2/14/2023

DEPARTMENT: City Manager

ATTACHMENTS:

Description	Type	Upload Date
Jan 23 PW Report Rev	Cover Memo	2/13/2023



Facilities



Solid Waste



Engineering



Construction Operations
& Maintenance



Traffic Operations



Ribbon Cutting Ceremony
Butner Road at Stonewall Tell Rd Dual Roundabouts

One Department * One Mission * One Team



DEPARTMENT OF PUBLIC WORKS

Antonio M. Valenzuela, Director

Jim Martinez, Deputy Director, Transportation

Martha Anderson, Deputy Director, Facilities

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City of South Fulton | February 14, 2023

INTRODUCTION

The Public Works Department is pleased to release the Project Updates Report for the Transportation and Solid Waste Divisions. The document is a reference document of all active projects in the City of South Fulton. These projects are in various stages of implementation that include procurement, design, right-of-way acquisition, construction, and maintenance.

The report is divided into two Sections:

- Section I contains information related to the Capital Improvement Program (CIP) and T-SPLOST I. The CIP describes all the transportation projects programmed and under implementation in the City of South Fulton. Also, it reflects projects that are managed and to be let by the Georgia Department of Transportation (GDOT). The projects include bridge replacement and upgrades, intersection improvements, sidewalk/bike lane improvements, traffic operation and safety improvements, and roadway widening/upgrade projects.
- Section II updates the reader on four key areas- Residential Solid Waste, Illegal Dumping, Animal Remains Removal, and Street sweeping- that encompass the Solid Waste program in the city.



The Report is submitted for informational purposes and will be updated at the end of each month to reflect status updates, and new projects, if any. Below are some noteworthy accomplishments for last January:

- Stonewall Tell Rd at Butner Road double roundabouts are open to traffic. Ribbon cutting held on January 9, 2023.
- White Mill Road full depth reclamation construction kickoff meeting held on January 30, 2023.
- Campbellton Road at Stonewall Tell Road project construction kickoff meeting scheduled for February 2, 2023.
- Danforth Road Sidewalks award recommendation to CMC Inc. approved at the January 24 council meeting.
- Approved Contract with WastePro to provide residential solid waste services.
- Street sweepers started on designated corridors to maintain compliance with the City's NPDES Phase II MS4 permit.
- Completed replacement of generators at Fire Stations 1, 4, 5, and 7
- Completed installation of solar panels at Fire Station 6
- Advertised ITB for routine Bridge Maintenance
- Municipal Separate Storm Sewer Systems (MS4) inventory 60% completed.

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SECTION I



SeeClickFix

Successful communication builds stronger communities.



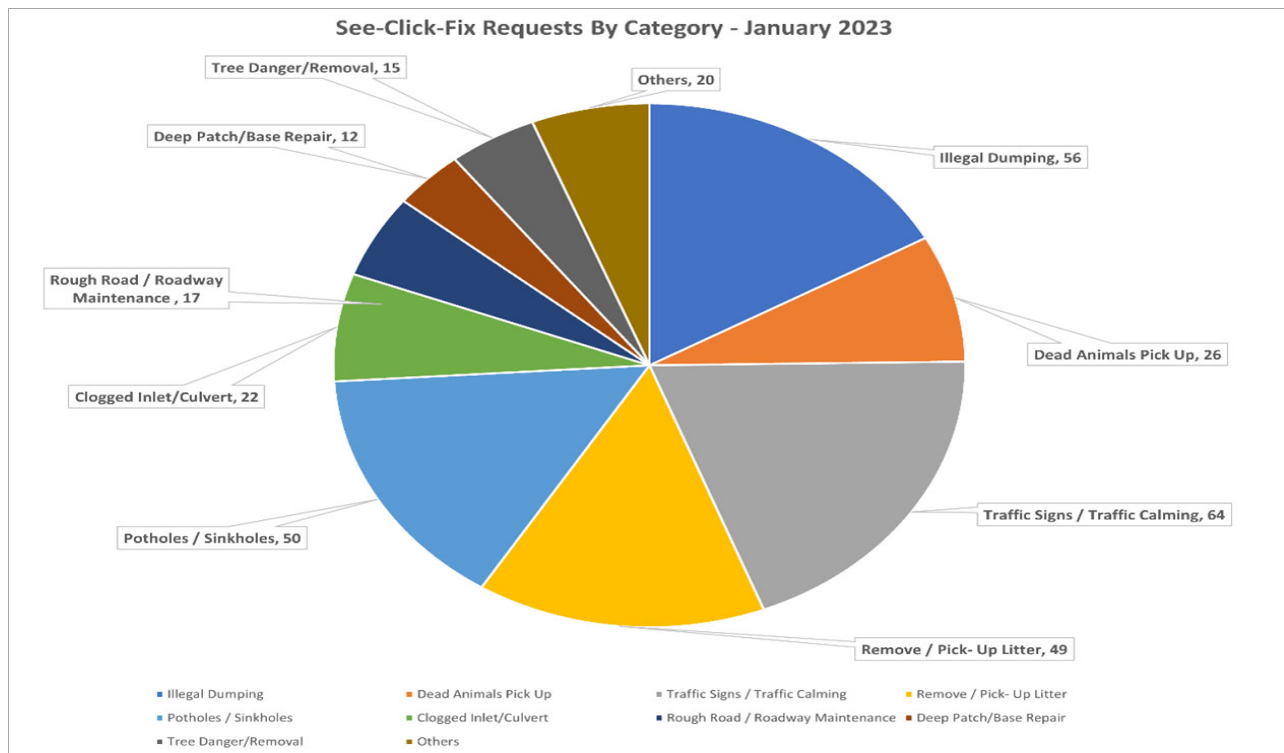
City of South Fulton Department of Public Works COSF 311 (SeeClickFix) Report

The City of South Fulton (COSF) 311 platform provides City officials with a centralized issue management system to manage issues from creation to resolution - engaging City of South Fulton residents throughout the process. The COSF mobile app and web tools allow residents and business owners to provide City of South Fulton staff with pictures, specific descriptions, and other valuable information needed to get the job done efficiently.

In addition, residents may seek information about city services or report non-emergency incidents by calling the city's 24-hour 311 Call Center at (470) 552-4311.

SUMMARY OF SEECLICKFIX REQUESTS

	<u>January</u>	<u>Year to Date</u>
Total Requests Received:	331	331
Open requests:	132	132
Closed Requests:	199	199



Note: Category Others includes Construction, High Grass/Weeds, Remove Graffiti, Roadway Maintenance, Right-of-Way Mowing, Street Flooding, Manhole Covers, and Streetlights Requests

SECTION II:TRANSPORTATION





T-SPLOST

City of South Fulton Department of Public Works

Butner Road over Camp Creek

Bridge Replacement

B500

ARC ID:

GDOT ID:

District(s):

2

PROJECT SCOPE:

The proposed Butner Road over Camp Creek includes improvements to the bridge that will extend to the Camp Creek Parkway intersection. A new bridge is proposed to replace the existing bridge over Camp Creek. The proposed bridge will accommodate two 12' travel lanes, two 12' turn lanes, a 12' wide pedestrian path on the west side to tie into a proposed multi-use trail off the bridge and a 6' wide sidewalk on the east side. The dedicated left and right turn lanes will be constructed to increase capacity and improve the safety of the intersection with Camp Creek Parkway.

RIGHT-OF-WAY DATA:

Total Parcels	8	Acquired	7	Remaining	1	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	04/2020	12/2022	100%
RIGHT-OF-WAY ACQUISITION:	06/2021	03/2023	95%
UTILITY RELOCATIONS:	06/2023	09/2024	50%
CONSTRUCTION:	06/2023	09/2024	0%

TARGET LET DATE: 03/2023

PHASE STATUS AND FUNDING INFORMATION

	Vendor	Estimated Amount	Budgeted Amount
DESIGN:	WR&J	\$23,968	\$23,968
LAND ACQUISITION:	ATLAS	\$25,500	\$25,500
ROW SERVICES:	ATLAS	\$52,400	\$52,400
UTILITIES:		\$55,200	\$55,200
CONSTRUCTION:		\$1,420,878	\$1,420,878

COMMENTS

Target let date was adjusted from December 2022 to March 2023 due to GDOT comments on Encroachment Permit.



T-SPLOST

City of South Fulton Department of Public Works

Enon Road over Camp Creek Tributary

Bridge Replacement

B501

ARC ID:

GDOT ID:

District(s):

1

PROJECT SCOPE:

The proposed project will replace the existing culvert located on Enon Road between Enon Mill Drive and Enon Pines Drive. The deteriorated timber culvert will be removed and replaced with a structure to carry two 12-foot travel lanes and 8-foot shoulders, which include 6-foot sidewalks.

RIGHT-OF-WAY DATA:

Total Parcels	4	Acquired	3	Remaining	1	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	04/2020	12/2022	100%
RIGHT-OF-WAY ACQUISITION:	09/2021	02/2023	95%
UTILITY RELOCATIONS:	05/2023	06/2023	90%
CONSTRUCTION:	05/2023	02/2024	

TARGET LET DATE: 02/2023

PHASE STATUS AND FUNDING INFORMATION

	<u>Vendor</u>	<u>Estimated Amount</u>	<u>Budgeted Amount</u>
DESIGN:	AEI	\$113,678	\$113,678
LAND ACQUISITION:	ATLAS	\$20,500	\$20,500
ROW SERVICES:	ATLAS	\$27,400	\$27,400
UTILITIES:		\$0	\$0
CONSTRUCTION:		\$1,617,435	\$1,617,435

COMMENTS

Procurement preparing ITB



T-SPLOST

City of South Fulton Department of Public Works

Bethsaida Rd (CR 581) over Morning Creek

Bridge Replacement

B502

ARC ID:

GDOT ID:

0016605

District(s):

6,7

PROJECT SCOPE:

This project will replace the current bridge carrying Bethsaida Road over Morning Creek. The project is managed and funded by GDOT under the Local Bridge Replacement Program. The city is participating financially in the Right of Way costs.

RIGHT-OF-WAY DATA:

Total Parcels	16	Acquired	0	Remaining	16	Certified	0
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	09/2021	05/2025	30%
RIGHT-OF-WAY ACQUISITION:	03/2024	06/2025	0%
UTILITY RELOCATIONS:	10/2025	01/2027	0%
CONSTRUCTION:	10/2025	03/2027	

TARGET LET DATE: 07/2025

PHASE STATUS AND FUNDING INFORMATION

	Vendor	Estimated Amount	Budgeted Amount
DESIGN:	N/A	\$1,015,000	\$1,015,000
LAND ACQUISITION:	GDOT	\$50,000	\$50,000
ROW SERVICES:	GDOT	\$100,000	\$100,000
UTILITIES:		\$80,000	\$80,000
CONSTRUCTION:		\$2,500,000	\$2,500,000

COMMENTS

GDOT Managed, CHA Designing, GDOT Acquisition, GDOT LET, On Schedule



T-SPLOST

City of South Fulton Department of Public Works

Butner Road @ Camp Creek Parkway

Intersection Improvement

OSI 601

ARC ID:

GDOT ID:

District(s): 2

PROJECT SCOPE:

The proposed Butner Road over Camp Creek includes improvements to the bridge that will extend to the Camp Creek Parkway intersection. A new bridge is proposed to replace the existing bridge over Camp Creek. The proposed bridge will accommodate two 12' travel lanes, two 12' turn lanes, a 12' wide pedestrian path on the west side to tie into a proposed multi-use trail off the bridge and a 6' wide sidewalk on the east side. The dedicated left and right turn lanes will be constructed to increase capacity and improve the safety of the intersection with Camp Creek Parkway.

RIGHT-OF-WAY DATA:

Total Parcels	3	Acquired	2	Remaining	1	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	08/2020	12/2022	100%
RIGHT-OF-WAY ACQUISITION:	10/2020	03/2023	95%
UTILITY RELOCATIONS:	06/2023	12/2024	90%
CONSTRUCTION:	06/2023	01/2025	0%
TARGET LET DATE:			03/2023

PHASE STATUS AND FUNDING INFORMATION

	Vendor	Estimated Amount	Budgeted Amount
DESIGN:	AEI	\$9,896	\$9,896
LAND ACQUISITION:	ATLAS	\$12,000	\$12,000
ROW SERVICES:	ATLAS	\$19,650	\$19,650
UTILITIES:		\$225,000	\$225,000
CONSTRUCTION:		N/A	N/A

COMMENTS

Target let date was adjusted from December 2022 to March 2023 due to GDOT comments on Encroachment Permit.



T-SPLOST

City of South Fulton Department of Public Works

Butner Road @ Union Road

Intersection Improvement

OSI 602

ARC ID:

GDOT ID:

District(s): 2,3

PROJECT SCOPE:

Intersection improvements will include the addition of a circular roundabout to address congestion and reduce the severity of accidents at this intersection. Additional improvements include drainage, curb & gutter, streetlights, and 5' wide sidewalks.

RIGHT-OF-WAY DATA:

Total Parcels	11	Acquired	10	Remaining	1	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	12/2019	12/2022	100%
RIGHT-OF-WAY ACQUISITION:	04/2021	02/2023	95%
UTILITY RELOCATIONS:	05/2023	05/2024	90%
CONSTRUCTION:	05/2023	08/2024	0%

TARGET LET DATE: 03/2023

PHASE STATUS AND FUNDING INFORMATION

	Vendor	Estimated Amount	Budgeted Amount
DESIGN:	AEI	\$41,470	\$41,470
LAND ACQUISITION:	ATLAS	\$144,159	\$144,159
ROW SERVICES:	ATLAS	\$65,500	\$65,500
UTILITIES:		\$125,460	\$125,460
CONSTRUCTION:		\$1,560,354	\$1,560,354

COMMENTS

Target let date was adjusted from December 2022 to March 2023 due to ROW negotiations, requiring a plan change. In addition, condemnation on final parcel has affected the target let date.



T-SPLOST

City of South Fulton Department of Public Works

Butner Road at Pittman Road

Intersection Improvement

OSI 603

ARC ID:

GDOT ID:

District(s): 2,3

PROJECT SCOPE:

The proposed project will improve traffic safety by realigning the approach of Pittman Road to eliminate an extreme angle of incidence at the intersection. Additional improvements include curb & gutter, drainage, sidewalks, and streetlights.

RIGHT-OF-WAY DATA:

Total Parcels	9	Acquired	0	Remaining	9	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	12/2020	06/2023	60%
RIGHT-OF-WAY ACQUISITION:	02/2023	08/2023	0%
UTILITY RELOCATIONS:	10/2023	10/2024	0%
CONSTRUCTION:	10/2023	12/2024	0%
TARGET LET DATE:			07/2023

PHASE STATUS AND FUNDING INFORMATION

	Vendor	Estimated Amount	Budgeted Amount
DESIGN:	AEI	\$133,722	\$133,722
LAND ACQUISITION:	ATLAS	\$48,500	\$48,500
ROW SERVICES:	ATLAS	\$59,950	\$59,950
UTILITIES:		\$125,000	\$125,000
CONSTRUCTION:		\$1,434,190	\$1,434,190

COMMENTS

Project moving into ROW acquisition phase and Final Design



T-SPLOST

City of South Fulton Department of Public Works
Campbellton Road @ Stonewall Tell Road
 Intersection Improvement

OSI 604

ARC ID:

GDOT ID:

District(s): 1,2

PROJECT SCOPE:

The proposed project will improve safety and provide congestion relief at the intersection with the addition of left and right turn lanes on all approaches and installation of traffic signals on mast arm signal poles. Additional improvements include curb & gutter, drainage, sidewalks, and streetlights

RIGHT-OF-WAY DATA:

Total Parcels	7	Acquired	7	Remaining	0	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	04/2020	12/2022	100%
RIGHT-OF-WAY ACQUISITION:	06/2021	08/2022	100%
UTILITY RELOCATIONS:	05/2023	03/2024	100%
CONSTRUCTION:	05/2023	03/2024	
TARGET LET DATE:			10/2022

PHASE STATUS AND FUNDING INFORMATION

	Vendor	Estimated Amount	Budgeted Amount
DESIGN:	AEI	\$128,408	\$128,408
LAND ACQUISITION:	ATLAS	\$17,100	\$17,100
ROW SERVICES:	ATLAS	\$45,850	\$45,850
UTILITIES:		\$0	\$0
CONSTRUCTION:		\$2,677,431	\$2,677,431

COMMENTS

Construction Kickoff Meeting held, construction to begin February 2023.



T-SPLOST

City of South Fulton Department of Public Works

SR92 @ Jones Road/Demooney Rd

Intersection Improvement

OSI 605

ARC ID:

GDOT ID:

0017398

District(s):

4

PROJECT SCOPE:

The project will install single-lane roundabouts with a wide footprint to potentially convert to multi-lane roundabouts in future on both intersections of SR 92 at Jones Road and SR 92 at Demooney Road. This project will be managed and funded by GDOT under their safety program.

RIGHT-OF-WAY DATA:

Total Parcels	11	Acquired	0	Remaining	11	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	05/2020	09/2024	20%
RIGHT-OF-WAY ACQUISITION:	10/2023	07/2024	0%
UTILITY RELOCATIONS:	12/2024	10/2025	15%
CONSTRUCTION:	02/2025	03/2026	0%
TARGET LET DATE:			11/2024

PHASE STATUS AND FUNDING INFORMATION

	Vendor	Estimated Amount	Budgeted Amount
DESIGN:	GDOT	\$810,000	\$810,000
LAND ACQUISITION:	GDOT	\$218,000	\$218,000
ROW SERVICES:	GDOT	\$100,000	\$100,000
UTILITIES:		\$84,683	\$84,683
CONSTRUCTION:		\$5,466,879	\$5,466,879

COMMENTS

GDOT Managed, GDOT D7 Designed - 11 Parcels - GDOT Acquisition, GDOT LET



T-SPLOST

City of South Fulton Department of Public Works
Demooney Road at West Stubbs Road
 Intersection Improvement

OSI 607

ARC ID:

GDOT ID:

District(s): 4

PROJECT SCOPE:

Intersection improvements will include the addition of a circular roundabout to address congestion and reduce the severity of accidents at this intersection. Additional improvements include drainage, curb & gutter, streetlights, and 5' wide sidewalks.

RIGHT-OF-WAY DATA:

Total Parcels	4	Acquired	0	Remaining	4	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	12/2020	05/2023	60%
RIGHT-OF-WAY ACQUISITION:	03/2023	08/2023	0%
UTILITY RELOCATIONS:	08/2023	08/2024	30%
CONSTRUCTION:	08/2023	11/2024	0%
TARGET LET DATE:			05/2023

PHASE STATUS AND FUNDING INFORMATION

	Vendor	Estimated Amount	Budgeted Amount
DESIGN:	JACOBS	\$139,679	\$139,679
LAND ACQUISITION:	ATLAS	\$26,500	\$26,500
ROW SERVICES:	ATLAS	\$20,000	\$20,000
UTILITIES:		\$50,000	\$50,000
CONSTRUCTION:		\$1,422,658	\$1,422,658

COMMENTS

ROW plans under review, acquisition to begin March 2023. Need to secure lighting design and agreement.



T-SPLOST

City of South Fulton Department of Public Works

Enon Road at Stonewall Tell Road

Intersection Improvement

OSI 608

ARC ID:

GDOT ID:

District(s): 2

PROJECT SCOPE:

Intersection improvements will include the addition of a circular roundabout to address congestion and reduce the severity of accidents at this intersection. Additional improvements include drainage, curb & gutter, streetlights, and 5' wide sidewalks.

RIGHT-OF-WAY DATA:

Total Parcels	7	Acquired	0	Remaining	7	Certified	-
---------------	---	----------	---	-----------	---	-----------	---

PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	12/2020	06/2023	60%
RIGHT-OF-WAY ACQUISITION:	03/2023	07/2023	0%
UTILITY RELOCATIONS:	08/2023	08/2024	20%
CONSTRUCTION:	10/2023	10/2024	0%
TARGET LET DATE:			07/2023

PHASE STATUS AND FUNDING INFORMATION

	Vendor	Estimated Amount	Budgeted Amount
DESIGN:	JACOBS	\$133,814	\$133,814
LAND ACQUISITION:	ATLAS	\$45,850	\$45,850
ROW SERVICES:	ATLAS	\$52,000	\$52,000
UTILITIES:		\$25,200	\$25,200
CONSTRUCTION:		\$1,385,114	\$1,385,114

COMMENTS

At Risk- potential graves within project limits, working to resolve by modification of design.



T-SPLOST

City of South Fulton Department of Public Works
Old Fairburn Road @ Union Road (to be Let with OSI 615)
 Intersection Improvement

OSI 613

ARC ID:

GDOT ID:

District(s): 3

PROJECT SCOPE:

Improvements will include the addition of a circular roundabout to address congestion and reduce the severity of accidents at this intersection. Additional improvements include drainage, curb & gutter, streetlights, and 5' wide sidewalks. Due to the proximity, this project will be delivered as a single construction project along with OSI 615 Stonewall Tell Road @ Union Road.

RIGHT-OF-WAY DATA:

Total Parcels	11	Acquired	1	Remaining	10	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	12/2020	03/2023	80%
RIGHT-OF-WAY ACQUISITION:	06/2022	09/2023	30%
UTILITY RELOCATIONS:	12/2023	03/2025	30%
CONSTRUCTION:	12/2023	07/2025	

TARGET LET DATE: 09/2023

PHASE STATUS AND FUNDING INFORMATION

	Vendor	Estimated Amount	Budgeted Amount
DESIGN:	AEI	\$34,080	\$34,080
LAND ACQUISITION:	ATLAS	\$63,800	\$63,800
ROW SERVICES:	ATLAS	\$52,400	\$52,400
UTILITIES:		\$15,250	\$15,250
CONSTRUCTION:		\$1,065,301	\$1,065,301

COMMENTS

Need to secure lighting design and agreement. Project to be let with OSI 615



T-SPLOST

City of South Fulton Department of Public Works
Rivertown Road @ Cedar Grove Road
 Intersection Improvement

OSI 614

ARC ID:

GDOT ID:

District(s): 4

PROJECT SCOPE:

Improvements will include the addition of a circular roundabout to address congestion and reduce the severity of accidents at this intersection. Additional improvements include drainage, curb & gutter, streetlights, and 5' wide sidewalks.

RIGHT-OF-WAY DATA:

Total Parcels	12	Acquired	11	Remaining	1	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	09/2020	02/2023	95%
RIGHT-OF-WAY ACQUISITION:	03/2022	02/2023	95%
UTILITY RELOCATIONS:	05/2023	05/2024	50%
CONSTRUCTION:	05/2023	07/2024	

TARGET LET DATE: 02/2023

PHASE STATUS AND FUNDING INFORMATION

	Vendor	Estimated Amount	Budgeted Amount
DESIGN:	AEI	\$55,600	\$55,600
LAND ACQUISITION:	ATLAS	\$30,000	\$30,000
ROW SERVICES:	ATLAS	\$59,950	\$59,950
UTILITIES:		\$10,000	\$10,000
CONSTRUCTION:		\$1,204,421	\$1,204,421

COMMENTS

Target let date was adjusted from January 2023 to February 2023 due to no response from final parcel. Proceeding with condemnation. Let date at risk.



T-SPLOST

City of South Fulton Department of Public Works
Stonewall Tell Road @ Union Road (to be Let with OSI 613)
 Intersection Improvement

OSI 615

ARC ID:

GDOT ID:

District(s): 3

PROJECT SCOPE:

Improvements will include the addition of a circular roundabout to address congestion and reduce the severity of accidents at this intersection. Additional improvements will include drainage, curb & gutter, streetlights, and 5' wide sidewalks. Due to the proximity, this project will be delivered as a single construction project along with OSI 613 Old Fairburn Road at Union Road.

RIGHT-OF-WAY DATA:

Total Parcels	11	Acquired	3	Remaining	8	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	12/2020	03/2023	80%
RIGHT-OF-WAY ACQUISITION:	06/2022	09/2023	30%
UTILITY RELOCATIONS:	12/2023	03/2025	30%
CONSTRUCTION:	12/2023	07/2025	0%

TARGET LET DATE: 09/2023

PHASE STATUS AND FUNDING INFORMATION

	Vendor	Estimated Amount	Budgeted Amount
DESIGN:	AEI	\$26,000	\$26,000
LAND ACQUISITION:	ATLAS	\$8,100	\$8,100
ROW SERVICES:	ATLAS	\$72,050	\$72,050
UTILITIES:		\$10,000	\$10,000
CONSTRUCTION:		\$1,316,511	\$1,316,511

COMMENTS

Need to secure lighting design and agreement. Project to be let with OSI 613



T-SPLOST

City of South Fulton Department of Public Works
Stonewall Tell Road at Jones Road / Pittman Road
 Intersection Improvement

OSI 616

ARC ID:

GDOT ID:

District(s): 3,4

PROJECT SCOPE:

Intersection improvements will include the addition of a circular roundabout to address congestion and reduce the severity of accidents at this intersection. Additional improvements include drainage, curb & gutter, streetlights, and 5' wide sidewalks.

RIGHT-OF-WAY DATA:

Total Parcels	10	Acquired	0	Remaining	10	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	12/2020	03/2023	60%
RIGHT-OF-WAY ACQUISITION:	02/2023	06/2023	0%
UTILITY RELOCATIONS:	09/2023	10/2024	25%
CONSTRUCTION:	09/2023	10/2024	0%
TARGET LET DATE:			06/2023

PHASE STATUS AND FUNDING INFORMATION

	Vendor	Estimated Amount	Budgeted Amount
DESIGN:	AEI	\$131,445	\$131,445
LAND ACQUISITION:	ATLAS	\$60,500	\$60,500
ROW SERVICES:	ATLAS	\$65,500	\$65,500
UTILITIES:		\$45,000	\$45,000
CONSTRUCTION:		\$1,465,008	\$1,465,008

COMMENTS

ROW Plans under review, Let date at risk, Need to secure lighting design and agreement.



T-SPLOST

City of South Fulton Department of Public Works

Welcome All Rd @ Jaillette Rd

Intersection Improvement

OSI 617

ARC ID:

GDOT ID:

District(s): 3

PROJECT SCOPE:

The proposed project will improve traffic safety by realigning the approach of Jaillette Road to improve the angle of incidence at the intersection. Additional improvements include curb & gutter, drainage, sidewalks, and streetlights.

RIGHT-OF-WAY DATA:

Total Parcels	4	Acquired	0	Remaining	4	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	05/2021	03/2023	95%
RIGHT-OF-WAY ACQUISITION:	10/2022	03/2023	40%
UTILITY RELOCATIONS:	06/2023	03/2024	20%
CONSTRUCTION:	06/2023	04/2024	0%
TARGET LET DATE:			03/2023

PHASE STATUS AND FUNDING INFORMATION

	Vendor	Estimated Amount	Budgeted Amount
DESIGN:	ATLAS	\$117,185	\$117,185
LAND ACQUISITION:	ATLAS	\$61,500	\$61,500
ROW SERVICES:	ATLAS	\$26,200	\$26,200
UTILITIES:		\$264,100	\$264,100
CONSTRUCTION:		\$647,129	\$647,129

COMMENTS

ROW acquisition underway, finalizing plans. Need RR coordination and review of plans.



T-SPLOST

City of South Fulton Department of Public Works

Welcome All Rd @ Scarborough Rd

Intersection Improvement

OSI 618

ARC ID:

GDOT ID:

District(s): 3

PROJECT SCOPE:

Improvements will include the addition of a circular roundabout to address congestion and reduce the severity of accidents at this intersection. Additional improvements include drainage, curb & gutter, streetlights, and 5' wide sidewalks.

RIGHT-OF-WAY DATA:

Total Parcels	9	Acquired	0	Remaining	9	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	05/2021	05/2023	60%
RIGHT-OF-WAY ACQUISITION:	02/2023	08/2023	0%
UTILITY RELOCATIONS:	11/2023	12/2024	20%
CONSTRUCTION:	11/2023	12/2024	0%
TARGET LET DATE:			08/2023

PHASE STATUS AND FUNDING INFORMATION

	Vendor	Estimated Amount	Budgeted Amount
DESIGN:	AEI	\$141,335	\$141,335
LAND ACQUISITION:	ATLAS	\$50,000	\$50,000
ROW SERVICES:	ATLAS	\$59,950	\$59,950
UTILITIES:		\$60,000	\$60,000
CONSTRUCTION:		\$1,228,614	\$1,228,614

COMMENTS

Need approved ROW plans. Will need lighting design and agreement.



T-SPLOST

City of South Fulton Department of Public Works
Roosevelt Highway (SR14) at Washington Rd (CR1389)
 Intersection Improvement

OSI 624

ARC ID: **GDOT ID:** 0011845 **District(s):** 3

PROJECT SCOPE:

This project will convert the existing signalized T-intersection of SR14/Roosevelt Hwy and Washington Road into a modern single lane roundabout. The improvements will address congestion and reduce the severity of accidents at this intersection. Additional improvements include drainage, curb & gutter, streetlights, and 5' wide sidewalks within the limits of the project.

RIGHT-OF-WAY DATA:

Total Parcels	6	Acquired	6	Remaining	0	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	10/2019	08/2020	100%
RIGHT-OF-WAY ACQUISITION:	09/2020	12/2022	100%
UTILITY RELOCATIONS:	11/2023	11/2024	100%
CONSTRUCTION:	11/2023	03/2025	0%
TARGET LET DATE:			09/2023

PHASE STATUS AND FUNDING INFORMATION

	Vendor	Estimated Amount	Budgeted Amount
DESIGN:	GDOT	\$800,000	\$800,000
LAND ACQUISITION:	GDOT	\$2,200,000	\$2,200,000
ROW SERVICES:	GDOT	\$260,000	\$260,000
UTILITIES:		\$684,300	\$684,300
CONSTRUCTION:		\$1,750,241	\$1,750,241

COMMENTS

GDOT Sponsored/Designed/& Let. Has one federal Department of Labor parcel obtained by condemnation.



T-SPLOST

City of South Fulton Department of Public Works
Flat Shoals Road Signal Upgrades & ATMS
 Intersection Improvement

OSI 700

ARC ID:

GDOT ID:

District(s): 5,6,7

PROJECT SCOPE:

Traffic signal upgrades will include new mast arm poles, new cabinets, detection, signal heads, back plates, pedestrian signals, and pavement markings at the intersections. This work will include fiber communication along Flat Shoals Road from Mallory Road to Old National Hwy

RIGHT-OF-WAY DATA:

Total Parcels	6	Acquired	1	Remaining	5	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	09/2020	03/2023	95%
RIGHT-OF-WAY ACQUISITION:	08/2022	03/2023	50%
UTILITY RELOCATIONS:	06/2023	07/2024	50%
CONSTRUCTION:	06/2023	07/2024	0%
TARGET LET DATE:			03/2023

PHASE STATUS AND FUNDING INFORMATION

	Vendor	Estimated Amount	Budgeted Amount
DESIGN:	JACOBS	\$341,597	\$341,597
LAND ACQUISITION:	ATLAS	\$11,200	\$11,200
ROW SERVICES:	ATLAS	\$41,100	\$41,100
UTILITIES:		\$0	\$0
CONSTRUCTION:		\$3,556,829	\$3,556,829

COMMENTS

ROW Acquisition underway 3 options signed, 2 potential condemnments working to prevent. Need to address encroachment permit concerns from GDOT for signals at I-85 to get approval risk to let date.



FEDERAL FUNDED

City of South Fulton Department of Public Works

Butner Rd at Stonewall Tell Rd

Intersection Improvement

T242

ARC ID:

GDOT ID:

0007533

District(s):

2,3,4

PROJECT SCOPE:

The proposed project includes realignment of the three approach roads into dual roundabouts located in the south and north corners of the existing intersection connected by a median. The typical section consists of 12' travel lanes, 5' sidewalks behind a 2' stamped concrete strip and a 12' wide trail in the Northeast quadrant. Streetlights will be installed within the project limits and crosswalks will be provided for pedestrian crossings. Access to adjacent properties will be provided and controlled by curb and gutter and the raised concrete median.

RIGHT-OF-WAY DATA:

Total Parcels	16	Acquired	16	Remaining	0	Certified	0
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	12/2008	03/2017	100%
RIGHT-OF-WAY ACQUISITION:	05/2016	12/2017	100%
UTILITY RELOCATIONS:	01/2013	03/2017	100%
CONSTRUCTION:	04/2021	12/2022	85%
TARGET LET DATE:			02/2018

PHASE STATUS AND FUNDING INFORMATION

	Year	Federal	Local/State	Total	Est. Amount	Budgeted Amount
DESIGN:	2020	\$0	\$232,774	\$232,774	\$232,774	\$232,774
LAND ACQUISITION:	2016	\$363,000	\$285,465	\$648,465	\$648,465	\$648,465
ROW SERVICES:	2016	\$0	\$44,250	\$44,250	\$44,250	\$44,250
UTILITIES:	2021	N/A	N/A	\$0	\$0	\$0
CONSTRUCTION:	2021	\$1,824,919	N/A	\$1,824,919	\$2,281,149	\$2,281,149

COMMENTS

Ribbon Cutting held 01/09/2023. Greystone to complete final 7 lights by 02/06/2023.



T-SPLOST

City of South Fulton Department of Public Works

Danforth Road

Sidewalks

P900 (T260)

ARC ID:

GDOT ID:

-

District(s):

1

PROJECT SCOPE:

The project scope includes the installation of 5' wide concrete ADA (Americans with Disabilities Act) compliant sidewalks. Additional improvements include curb and gutter, drainage and pedestrian lighting on both sides of Danforth Road from Rehoboth Circle to Cascade Road. The approximate length of the project is 0.8 miles

RIGHT-OF-WAY DATA:

Total Parcels	35	Acquired	35	Remaining	0	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	02/2022	09/2021	100%
RIGHT-OF-WAY ACQUISITION:	03/2021	10/2021	100%
UTILITY RELOCATIONS:	02/2023	11/2023	95%
CONSTRUCTION:	03/2023	12/2023	0%
TARGET LET DATE:			11/2022

PHASE STATUS AND FUNDING INFORMATION

	Vendor	Estimated Amount	Budgeted Amount
DESIGN:	AEI	\$76,365	\$76,365
LAND ACQUISITION:	ATLAS	\$1,000	\$1,000
ROW SERVICES:	ATLAS	\$45,850	\$45,850
UTILITIES:		\$0	\$0
CONSTRUCTION:		\$1,283,879	\$1,283,879

COMMENTS

ITB advertised November 10, 2022. ITB opened December 19, 2022. Public Works Award Recommendation due January 3, 2023. Council Meeting for Approval January 24, 2023. Awaiting contract execution.



FEDERAL FUNDED

City of South Fulton Department of Public Works

Old National Highway, Phase II

Sidewalks

T265

ARC ID: FS-288 GDOT ID: 0015624 District(s): 6,7

PROJECT SCOPE:

This 2.6-mile project consists of a transit-oriented streetscape along both sides of Old National Highway (S.R. 279) beginning at Flat Shoals Road and continues to Jonesboro Road. Proposed improvements include sidewalks, which vary in width from 5' to 6' with a 2' stamped concrete strip installed at the back of the existing curb, and landscaping on both sides of Old National Highway. Signal upgrades will be completed at the following intersections along Old National Highway: Bethesda Road; Creel Road; Woodward Road; McGhee Landing and Flat Shoals Road.

RIGHT-OF-WAY DATA:

Total Parcels	28	Acquired	24	Remaining	4	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	09/2020	05/2023	90%
RIGHT-OF-WAY ACQUISITION:	10/2020	05/2023	95%
UTILITY RELOCATIONS:	01/2024	03/2025	40%
CONSTRUCTION:	01/2024	04/2025	

TARGET LET DATE: **10/2023**

PHASE STATUS AND FUNDING INFORMATION

	Year	Federal	Local/State	Total	Estimated Amount	Budgeted Amount
DESIGN:	2021	\$0	\$124,159	\$124,159	\$124,159	\$124,159
LAND ACQUISITION:	2021	\$748,000	\$187,000	\$935,000	\$110,000	\$110,000
ROW SERVICES:	2021	\$146,720	\$36,680	\$183,400	\$183,400	\$183,400
UTILITIES:	2023	\$165,000	\$55,000	\$220,000	\$215,000	\$215,000
CONSTRUCTION:	2023	\$3,413,000	\$1,062,000	\$4,475,000	\$4,475,000	\$4,475,000

COMMENTS

Project design delays related to submittal of Final Field Plan review package and design manager changes. Targeting October 2023 Let.



FEDERAL FUNDED

City of South Fulton Department of Public Works

New Hope Rd

Sidewalks

T266

ARC ID: FS-235 **GDOT ID:** 0012637 **District(s):** 1

PROJECT SCOPE:

This 1.9-mile project provides pedestrian facilities along New Hope Road between Campbellton Road and Danforth Road. Proposed improvements include new curb and gutter for drainage and 5' wide sidewalks, offset from the back of curb by a 2' stamped concrete strip. The project will tie to the GDOT roundabout project (PI 731830), Campbellton Road at New Hope Road and Boat Rock Road, currently under construction.

RIGHT-OF-WAY DATA:

Total Parcels	77	Acquired	73	Remaining	4	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	09/2020	01/2023	100%
RIGHT-OF-WAY ACQUISITION:	10/2020	04/2023	95%
UTILITY RELOCATIONS:	07/2023	07/2024	50%
CONSTRUCTION:	07/2023	07/2025	0%
TARGET LET DATE:			04/2023

PHASE STATUS AND FUNDING INFORMATION

	Year	Federal	Local/State	Total	Estimated Amount	Budgeted Amount
DESIGN:	2021	\$0	\$93,524	\$93,524	\$93,524	\$93,524
LAND ACQUISITION:	2013	\$603,628	\$1,586,372	\$2,190,000	\$120,000	\$120,000
ROW SERVICES:	2013	\$167,680	\$41,920	\$209,600	\$209,600	\$209,600
UTILITIES:	2023	\$166,000	\$41,500	\$207,500	\$207,500	\$207,500
CONSTRUCTION:	2023	\$2,780,000	\$695,000	\$3,475,000	\$3,475,000	\$3,475,000

COMMENTS

Still targeting April 2023 Let, at Risk pending final ROW acquisitions/condemnations.



T-SPLOST

City of South Fulton Department of Public Works

Enon Road

Sidewalks

P901 (T268)

ARC ID:

GDOT ID:

District(s): 2

PROJECT SCOPE:

Proposed project includes sidewalk facilities along both sides of Enon Road from just north of Lynarbor Lane and extends to Sanford J. Jones Boulevard. Project features include adding 5'-6' sidewalks along the west side, and 8' sidewalks along east side, curb and gutter, and drainage.

RIGHT-OF-WAY DATA:

Total Parcels	36	Acquired	35	Remaining	1	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	09/2020	03/2023	80%
RIGHT-OF-WAY ACQUISITION:	10/2020	03/2023	95%
UTILITY RELOCATIONS:	07/2023	06/2024	40%
CONSTRUCTION:	07/2023	06/2024	0%

TARGET LET DATE: 03/2023

PHASE STATUS AND FUNDING INFORMATION

	Vendor	Estimated Amount	Budgeted Amount
DESIGN:	AEI	\$167,420	\$167,420
LAND ACQUISITION:	ATLAS	\$15,000	\$15,000
ROW SERVICES:	ATLAS	\$39,300	\$39,300
UTILITIES:		\$0	\$0
CONSTRUCTION:		\$2,132,066	\$2,132,066

COMMENTS

Target let date was adjusted from January 2023 to March 2023 due to updated field survey which affected Final plans. Final plans are being revised. One parcel remains and is to be donated, which also affects the let date.



CAPITAL IMPROVEMENT PROJECT

City of South Fulton Department of Public Works

Demooney Rd over Deep Creek

Intersection Improvement

T270

ARC ID:

GDOT ID:

District(s): 4

PROJECT SCOPE:

The project begins 1,000' southwest of the existing bridge and ends 980' northeast of the existing bridge. It will replace the existnig substandard bridge with a new structure and new roadway approaches. The proposed typical section consists of 12' travel lanes with curb and gutter along with sidewalks in each direction within the project limits.

RIGHT-OF-WAY DATA:

Total Parcels	5	Acquired	0	Remaining	5	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	09/2020	04/2023	80%
RIGHT-OF-WAY ACQUISITION:	12/2022	07/2023	40%
UTILITY RELOCATIONS:	10/2023	01/2024	40%
CONSTRUCTION:	10/2023	12/2024	0%

TARGET LET DATE: 08/2023

PHASE STATUS AND FUNDING INFORMATION

	Year	Federal	Local/State	Total	Est. Amount	Budgeted Amount
DESIGN:	2020	\$0	\$284,625	\$284,625	\$284,625	\$284,625
LAND ACQUISITION:	2022	\$0	-	\$45,000	\$45,000	\$45,000
ROW SERVICES:	2022	N/A	N/A	\$39,300	\$39,300	\$39,300
UTILITIES:	2023	N/A	N/A	\$0	\$0	\$0
CONSTRUCTION:	2023	\$0	\$2,724,107	\$2,724,107	\$2,724,107	\$2,724,107

COMMENTS

Preliminary engineering finalizing, including hydraulic study, preliminary bridge layout, and approved ROW plans. The City plans to use Local Maintenance Improvement Grant (LMIG) for the construction of the project.



T-SPLOST

City of South Fulton Department of Public Works

Fairburn Road Phase II

Upgrades

T271

ARC ID:

GDOT ID:

District(s): 1

PROJECT SCOPE:

The project is located on Fairburn Road, starting at Cascade Road and continuing to North Utoy Creek. The typical section includes 12' travel lanes, curb and gutter, a 10-foot multi-use path on the West side and a 6-foot wide sidewalk behind a 2-foot stamped concrete strip on the east side of Fairburn Road. Improvements also include bridge replacements at North and South Utoy Creek with bottomless culverts and turning lane improvements at the Fairburn Road/Cascade Road intersection.

RIGHT-OF-WAY DATA:

Total Parcels	8	Acquired	8	Remaining	0	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	07/2020	11/2022	100%
RIGHT-OF-WAY ACQUISITION:	10/2021	11/2022	100%
UTILITY RELOCATIONS:	03/2023	12/2023	50%
CONSTRUCTION:	07/2023	09/2024	0%
TARGET LET DATE:			02/2023

PHASE STATUS AND FUNDING INFORMATION

	Vendor	Estimated Amount	Budgeted Amount
DESIGN:	QK4	\$22,763.00	\$22,763.00
LAND ACQUISITION:	ATLAS	\$1,950.00	\$1,950.00
ROW SERVICES:	ATLAS	\$13,100.00	\$13,100.00
UTILITIES:		\$185,830.00	\$185,830.00
CONSTRUCTION:		\$3,148,577.00	\$3,148,577.00

COMMENTS

Target let date adjusted from December 2022 to February 2023, allowing procurement of contractor.



FEDERAL FUNDED

City of South Fulton Department of Public Works

Buffington Road

Upgrades

T272

ARC ID: FS-289 **GDOT ID:** 0013948 **District(s):** 5

PROJECT SCOPE:

This GDOT-managed project will widen Buffington Road to four lanes from Rock Quarry Road to US 29/ SR 14/ Roosevelt Hwy. Buffington Road is a two-lane urban minor arterial with several large employment centers located between Rock Quarry Road and US 29/ SR 14/ Roosevelt Hwy. The proposed typical section includes 12' lanes with curb and gutter and 5' sidewalks. The existing bridge over South Fulton Parkway will be replaced to provide four travel lanes and sidewalks.

RIGHT-OF-WAY DATA:

Total Parcels	31	Acquired	29	Remaining	2	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	09/2016	11/2022	100%
RIGHT-OF-WAY ACQUISITION:	01/2019	11/2022	95%
UTILITY RELOCATIONS:	05/2023	05/2024	100%
CONSTRUCTION:	05/2023	12/2025	0%
TARGET LET DATE:			02/2023

PHASE STATUS AND FUNDING INFORMATION

	Year	Federal	Local/State	Total	Est. Amount	Budgeted Amount
DESIGN:	2019	\$0	\$2,854,683	\$2,854,683	\$2,854,683	\$2,854,683
LAND ACQUISITION:	2019	\$0	\$14,625,000	\$14,625,000	\$14,625,000	\$14,625,000
ROW SERVICES:	2019	N/A	\$14,625,000	\$14,625,000	-	-
UTILITIES:	2023	\$0	\$1,952,695	\$1,952,695	\$1,952,695	\$1,952,695
CONSTRUCTION:	2023	\$0	\$18,002,687	\$18,002,687	\$18,002,687	\$18,002,687

COMMENTS

Wood Designing, 16 Parcels - GDOT Acquisition, GDOT LET



FEDERAL FUNDED

City of South Fulton Department of Public Works

Buffington Road

Upgrades

T273

ARC ID:

GDOT ID:

0013949

District(s):

5

PROJECT SCOPE:

Buffington Road will be widened to 3 lanes with a 14' flush median from Royal South Parkway to Rock Quarry Road with curb and gutter and five-foot sidewalks on both shoulders. The project includes the addition of turn lanes, installation of a new stop and go traffic signal at Royal S Parkway, upgrade of the existing stop and go signal at Sable Run Road, and operational improvements to the remaining intersections (Sable Glen Lane, Ravenswood Drive, Estes Drive, and Augusta Street) within the project limits.

RIGHT-OF-WAY DATA:

Total Parcels	57	Acquired	57	Remaining	0	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	02/2016	12/2022	100%
RIGHT-OF-WAY ACQUISITION:	06/2019	12/2022	100%
UTILITY RELOCATIONS:	05/2023	05/2025	100%
CONSTRUCTION:	05/2023	05/2025	0%

TARGET LET DATE: **02/2023**

PHASE STATUS AND FUNDING INFORMATION

	Year	Federal	Local/State	Total	Est. Amount	Budgeted Amount
DESIGN:	2019	\$0	\$1,068,367	\$1,068,367	\$1,068,367	\$1,068,367
LAND ACQUISITION:	2019	\$0	\$6,029,000	\$6,029,000	\$6,029,000	\$6,029,000
ROW SERVICES:	2019	N/A	\$6,029,000	-	-	-
UTILITIES:	2023	\$0	\$1,154,214	\$1,154,214	\$1,154,214	\$1,154,214
CONSTRUCTION:	2023	\$0	\$7,793,312	\$7,793,312	\$7,793,312	\$7,793,312

COMMENTS

Wood Designing, 31 Parcels - GDOT Acquisition, GDOT LET



FEDERAL FUNDED

City of South Fulton Department of Public Works

Cochran Road over Deep Creek

Bridge Replacement

T276

ARC ID:

GDOT ID:

District(s): 2

PROJECT SCOPE:

The proposed project will replace the bridge carrying Cochran Road over Deep Creek. The project begins 280 ft. south of the existing bridge and ends 280 ft. north of the existing bridge. This project would replace the existing substandard bridge over Deep Creek with a new structure and new roadway approaches. The proposed mainline will consist of two 11'-0" travel lane and curb and gutter in each direction. Sidewalks will be constructed in each direction for the full project length. A 2.0' buffer will be provided between the sidewalk and curb.

RIGHT-OF-WAY DATA:

Total Parcels	4	Acquired	3	Remaining	1	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	04/2020	12/2022	100%
RIGHT-OF-WAY ACQUISITION:	06/2021	02/2023	95%
UTILITY RELOCATIONS:	03/2023	07/2023	50%
CONSTRUCTION:	05/2023	05/2024	

TARGET LET DATE: 02/2023

PHASE STATUS AND FUNDING INFORMATION

	Vendor	Estimated Amount	Budgeted Amount
DESIGN:	Long	\$129,749	\$129,749
LAND ACQUISITION:	ATLAS	\$41,100	\$41,100
ROW SERVICES:	ATLAS	\$39,300	\$39,300
UTILITIES:		\$0	\$0
CONSTRUCTION:		\$1,317,435	\$1,317,435

COMMENTS

Target let date was adjusted from December 2022 to February 2023 due ROW negotiation of final parcel. No response - condemnation in progress.



FEDERAL FUNDED

City of South Fulton Department of Public Works

Cochran Rd over Camp Creek

Bridge Replacement

T277

ARC ID: FS-286C **GDOT ID:** 0015530 **District(s):** 2

PROJECT SCOPE:

The proposed project begins 220 ft. southwest of the existing bridge and ends 200 ft. northeast of the existing bridge. This project would replace the existing substandard bridge over Camp Creek with a new structure and new roadway approaches. The proposed typical section consists of two 11' travel lanes with curb and gutter. Five-foot sidewalks will be constructed on both shoulders for the length of the project.

RIGHT-OF-WAY DATA:

Total Parcels	4	Acquired	2	Remaining	2	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	01/2021	06/2023	50%
RIGHT-OF-WAY ACQUISITION:	12/2022	03/2023	60%
UTILITY RELOCATIONS:	12/2023	06/2024	20%
CONSTRUCTION:	12/2023	12/2024	0%
TARGET LET DATE:			10/2023

PHASE STATUS AND FUNDING INFORMATION

	Year	Federal	Local/State	Total	Estimated Amount	Budgeted Amount
DESIGN:	2021	\$217,802	\$54,450	\$272,252	\$272,252	\$272,252
LAND ACQUISITION:	2022	\$120,000	\$30,000	\$150,000	\$30,000	\$30,000
ROW SERVICES:	2022	\$20,960	\$15,240	\$36,200	\$26,200	\$26,200
UTILITIES:	2023	\$120,000	\$30,000	\$150,000	\$150,000	\$150,000
CONSTRUCTION:	2023	\$1,849,930	\$462,483	\$2,312,413	\$2,312,413	\$2,312,413

COMMENTS

Let date shift to October 2023 - BFI report approval delays with GDOT.



FEDERAL FUNDED

City of South Fulton Department of Public Works

Oakley Rd (CR 614) over Broadnax Creek

Bridge Replacement

T280

ARC ID: FS-290 **GDOT ID:** 0015642 **District(s):** 7

PROJECT SCOPE:

This project purposes to replace the substandard bridge on CR 614 Oakley Road over Broadanax Creek. The proposed typical section will include 12' lanes and 5'-6" sidewalks on the bridge.

RIGHT-OF-WAY DATA:

Total Parcels	5	Acquired	5	Remaining	0	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	08/2018	06/2022	100%
RIGHT-OF-WAY ACQUISITION:	04/2021	01/2023	100%
UTILITY RELOCATIONS:	03/2023	12/2023	100%
CONSTRUCTION:	03/2023	05/2024	0%
TARGET LET DATE:			12/2022

PHASE STATUS AND FUNDING INFORMATION

	Year	Federal	Local/State	Total	Estimated Amount	Budgeted Amount
DESIGN:	2019	\$400,000	\$100,000	\$500,000	\$500,000	\$500,000
LAND ACQUISITION:	2021	\$176,000	\$44,000	\$220,000	\$220,000	\$220,000
ROW SERVICES:	2021	\$125,000	\$50,000	\$175,000	\$50,000	\$50,000
UTILITIES:	2023	\$99,878	\$24,970	\$124,848	\$124,848	\$124,848
CONSTRUCTION:	2023	\$1,402,898	\$350,725	\$1,753,623	\$1,753,623	\$1,753,623

COMMENTS

GDOT Advertised for bids Dec 16, 2022.



T-SPLOST

City of South Fulton Department of Public Works
SR 70 Fulton Industrial Blvd @ CR 4176/Cascade Rd
 Sidewalks & Intersection Improvement

T281

ARC ID: FS-349 GDOT ID: 0017995 District(s): 1

PROJECT SCOPE:

Streetscape Enhancements including sidewalks on both sides of SR70 / Fulton Industrial Boulevard between Lakeview Court and Westpark Place

RIGHT-OF-WAY DATA:

Total Parcels	0	Acquired	0	Remaining	0	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	04/2019	09/2025	20%
RIGHT-OF-WAY ACQUISITION:	N/A	N/A	0%
UTILITY RELOCATIONS:	06/2026	01/2027	0%
CONSTRUCTION:	06/2026	06/2027	0%
TARGET LET DATE:			04/2026

PHASE STATUS AND FUNDING INFORMATION

	Year	Federal	Local/State	Total	Estimated Amount	Budgeted Amount
DESIGN:	2021	\$280,000	\$70,000	\$350,000	\$350,000	\$350,000
LAND ACQUISITION:	N/A	N/A	N/A	N/A	N/A	N/A
ROW SERVICES:	N/A	N/A	N/A	N/A	N/A	N/A
UTILITIES:	2026	\$40,000	\$10,000	\$50,000	\$50,000	\$50,000
CONSTRUCTION:	2023	\$2,560,000	\$640,000	\$3,200,000	\$3,200,000	\$3,200,000

COMMENTS

Project Framework Agreement, Memorandum of Agreement, and IGA being routing at GDOT for final signatures. To be let with T282



FEDERAL FUNDED

City of South Fulton Department of Public Works
SR 70 Fulton Industrial Blvd @ CR 4176/Cascade Rd

T282

ARC ID: **GDOT ID:** 0018185 **District(s):** 1

PROJECT SCOPE:

The proposed improvement includes converting the westbound approach on Cascade Rd from a single westbound shared approach lane to a three-lane approach with exclusive left-turn, through lane, and right-turn lanes. The eastbound approach on Cascade Rd would be converted from a two-lane approach to a three-lane approach including exclusive left-turn, through lane, and right-turn lanes. The northbound and southbound left-turn alignment on Fulton Industrial Blvd/SR 70 will be improved to align left-turns within the existing landscaped median. The approximate project length is 0.40(MI).

RIGHT-OF-WAY DATA:

Total Parcels	0	Acquired	0	Remaining	0	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	04/2019	09/2025	20%
RIGHT-OF-WAY ACQUISITION:	N/A	N/A	N/A
UTILITY RELOCATIONS:	06/2026	01/2027	0%
CONSTRUCTION:	06/2026	06/2027	0%
TARGET LET DATE:			04/2026

PHASE STATUS AND FUNDING INFORMATION

	Year	Federal	Local/State	Total	Estimated Amount	Budgeted Amount
DESIGN:	2021	\$0	\$835,000	\$835,000	\$835,000	\$835,000
LAND ACQUISITION:	N/A	N/A	N/A	N/A	N/A	N/A
ROW SERVICES:	N/A	N/A	N/A	N/A	N/A	N/A
UTILITIES:	2026	\$0	\$40,000	\$40,000	\$40,000	\$40,000
CONSTRUCTION:	2026	\$1,000,000	\$3,460,000	\$4,460,000	\$4,460,000	\$4,460,000

COMMENTS

Project Framework Agreement, Memorandum of Agreement, and IGA being routing at GDOT for final signatures. To be let with T281



T-SPLOST

City of South Fulton Department of Public Works

Loch Lomond - Culvert Replacement

Capital Improvement Project

T283

ARC ID:

GDOT ID:

District(s): 1

PROJECT SCOPE:

This project involves the replacement of the existing 12'x5'x50' culvert at the crossing of Loch Lomond Trail over Kimberly Creek. The existing culvert is skewed 90 degrees to the roadway centerline. The proposed replacement structure is a double 9'x6'x59' culvert skewed 90 degrees to the roadway centerline. The proposed typical section has two 12 ft travel lanes with 1 ft 6-inch shoulders.

RIGHT-OF-WAY DATA:

Total Parcels	3	Acquired	0	Remaining	3	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	01/2023	01/2023	80%
RIGHT-OF-WAY ACQUISITION:	12/2022	03/2023	0%
UTILITY RELOCATIONS:	05/2023	08/2023	0%
CONSTRUCTION:	05/2023	12/2023	0%
TARGET LET DATE:			(02/2023)

PHASE STATUS AND FUNDING INFORMATION

	Vendor	Estimated Amount	Budgeted Amount
DESIGN:	Atlas/Long	\$56,400	\$56,400
LAND ACQUISITION:	-	\$15,000	\$15,000
ROW SERVICES:	-	\$19,650	\$19,650
UTILITIES:		\$100,000	\$100,000
CONSTRUCTION:		-	-

COMMENTS

Design On Hold, pending potential repairs to be executed with City of Atlanta Watershed Mgmt due to water main leak damaging culvert.



T-SPLOST

City of South Fulton Department of Public Works

Kimberly Rd at Cascade Rd

Intersection Improvement

T284

ARC ID:

GDOT ID:

District(s):

1

PROJECT SCOPE:

Installation of Stop and Go Traffic Signal, Pedestrian Enhancements, and Pavement Marking Laneage Improvements.

RIGHT-OF-WAY DATA:

Total Parcels	0	Acquired	0	Remaining	0	Certified	0
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	07/2022	06/2023	70%
RIGHT-OF-WAY ACQUISITION:	N/A	N/A	0%
UTILITY RELOCATIONS:	10/2023	06/2024	0%
CONSTRUCTION:	10/2023	11/2024	0%
TARGET LET DATE:			06/2023

PHASE STATUS AND FUNDING INFORMATION

	Vendor	Estimated Amount	Budgeted Amount
DESIGN:	Atlas	\$37,506	\$37,506
LAND ACQUISITION:	-	\$0	\$0
ROW SERVICES:	-	\$0	\$0
UTILITIES:		\$0	\$0
CONSTRUCTION:		\$300,000	\$300,000

COMMENTS

Product of Traffic Calming Program, Preliminary plans reviewed and comments are being addressed by engineer, beginning Final Plan phase.



FEDERAL FUNDED

City of South Fulton Department of Public Works
SR 92 @ Butner Road (CR 1374) Roundabout
 Intersection Improvement

T285

ARC ID: **GDOT ID:** 0015593 **District(s):** 4

PROJECT SCOPE:

The proposed project is the construction of a single lane roundabout with a 106 foot x 22 foot inscribed diameter at the intersection of SR92/Campbellton-Fairburn Road, Butner Road, and Ridge Road.

RIGHT-OF-WAY DATA:

Total Parcels	10	Acquired	1	Remaining	9	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	01/2023	01/2023	90%
RIGHT-OF-WAY ACQUISITION:	09/2021	06/2023	10%
UTILITY RELOCATIONS:	02/2024	10/2024	50%
CONSTRUCTION:	02/2024	02/2025	0%
TARGET LET DATE:			12/2023

PHASE STATUS AND FUNDING INFORMATION

	Year	Federal	Local/State	Total	Estimated Amount	Budgeted Amount
DESIGN:	2019	\$0	\$960,000	\$960,000	\$955,000	\$955,000
LAND ACQUISITION:	2022	\$0	\$6,029,000	\$6,029,000	\$6,029,000	\$6,029,000
ROW SERVICES:	2022	-	-	\$0	\$1,360,000	\$1,360,000
UTILITIES:	2023	\$0	\$1,154,214	\$1,154,214	\$1,154,214	\$1,154,214
CONSTRUCTION:	2023	\$0	\$7,793,312	\$7,793,312	\$7,793,312	\$7,793,312

COMMENTS

AECOM Designing, 9 Parcels - GDOT Acquisition, GDOT LET



FEDERAL FUNDED

City of South Fulton Department of Public Works Bethsaida Rd (CR 581) at SR 138 Traffic Signal Installation and Ped Enhancements

Intersection Improvement

T286

ARC ID: GDOT ID: S0015816 District(s): 7

PROJECT SCOPE:

Installation of Traffic Signal and associated Pedestrian Enhancements. This project is funded and Let by GDOT

RIGHT-OF-WAY DATA:

Total Parcels	0	Acquired	0	Remaining	0	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	08/2018	01/2038	100%
RIGHT-OF-WAY ACQUISITION:	08/2018	03/2023	100%
UTILITY RELOCATIONS:	08/2018	03/2023	100%
CONSTRUCTION:	03/2023	06/2023	0%

TARGET LET DATE: 04/2023

PHASE STATUS AND FUNDING INFORMATION

	Year	Federal	Local/State	Total	Estimated Amount	Budgeted Amount
DESIGN:	2023	\$0	\$0	\$0	\$0	\$0
LAND ACQUISITION:	2023	\$0	\$0	\$0	\$0	\$0
ROW SERVICES:	2023	\$0	\$0	\$0	\$0	\$0
UTILITIES:	2023	\$0	\$0	\$0	\$0	\$0
CONSTRUCTION:	2023	\$185,152	\$0	\$185,152	\$185,152	\$185,152

COMMENTS

GDOT Sponsored, Designed, and Let.



CAPITAL IMPROVEMENT

City of South Fulton Department of Public Works White Mill Rd - Full Depth Reclamation

T287

ARC ID:

GDOT ID:

District(s): 1

PROJECT SCOPE:

This project consists of approximately 2.00 miles of full depth pavement reclamation, paved shoulder widening, asphalt paving, and striping on White Mill Road (from Rivertown Road to Hwy 92).

RIGHT-OF-WAY DATA:

Total Parcels	0	Acquired	0	Remaining	0	Certified	-
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	04/2022	07/2022	100%
RIGHT-OF-WAY ACQUISITION:	N/A	N/A	100%
UTILITY RELOCATIONS:	N/A	N/A	100%
CONSTRUCTION:	02/2023	05/2023	0%
TARGET LET DATE:			01/2023

PHASE STATUS AND FUNDING INFORMATION

	Vendor	Estimated Amount	Budgeted Amount
DESIGN:	Atlas	\$18,120.00	\$18,120.00
LAND ACQUISITION:	N/A	N/A	N/A
ROW SERVICES:	N/A	N/A	N/A
UTILITIES:		N/A	N/A
CONSTRUCTION:		\$1,631,556.00	\$1,631,556.00

COMMENTS

Construction NTP and kickoff meeting held. construction on schedule (weather permitting).



CAPITAL IMPROVEMENT

City of South Fulton Department of Public Works

Stacks Road Bridge Replacement over CSX RR

Bridge Replacement

T288

ARC ID:

GDOT ID:

District(s):

5

PROJECT SCOPE:

This project consists of replacement of bridge structure on Stacks Road over the CSX Railroad.

RIGHT-OF-WAY DATA:

Total Parcels	-	Acquired	-	Remaining	-	Certified	0
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PROJECT SCHEDULE:

	<u>START</u>	<u>FINISH</u>	<u>% COMPLETE</u>
DESIGN:	06/2022	12/2023	20%
RIGHT-OF-WAY ACQUISITION:	06/2023	06/2024	0%
UTILITY RELOCATIONS:	01/2024	12/2024	0%
CONSTRUCTION:	06/2024	12/2024	0%
TARGET LET DATE:			06/2024

PHASE STATUS AND FUNDING INFORMATION

	Vendor	Estimated Amount	Budgeted Amount
DESIGN:	AEI	\$240,000	\$240,000
LAND ACQUISITION:	-	\$0	\$0
ROW SERVICES:	-	\$0	\$0
UTILITIES:		\$0	\$0
CONSTRUCTION:		\$2,472,500	\$2,472,500

COMMENTS

Survey collected, database prepared, concept report submitted for review.

Quality Site Assessment

Prepared for: City Of South Fulton

General Information

DATE: Tuesday, Jan 31, 2023

NEXT QSA DATE: Monday, May 01, 2023

CLIENT ATTENDEES: Antonio Valenzuela, Victor Robinson

BRIGHTVIEW ATTENDEES: Brett Morris, Ken Carson

Customer Focus Areas

Quality you can count on.

7
Seven
Standards of
Excellence



Site Cleanliness



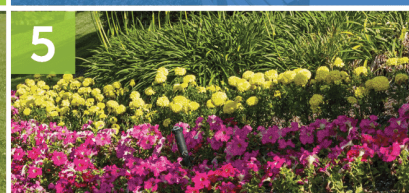
Weed Free



Green Turf



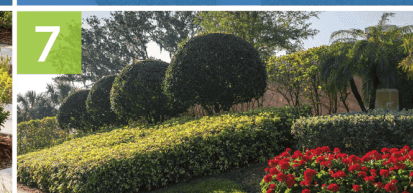
Crisp Edges



Spectacular Flowers

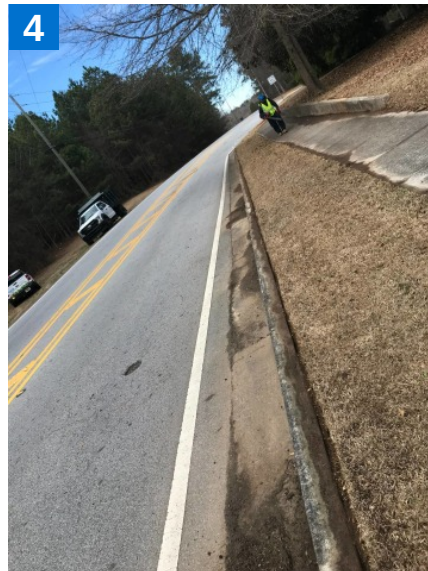


Uniformly Mulched Beds



Neatly Pruned Trees & Shrubs

Maintenance Items



1 Stonewall Tell Road- Before

2 Stonewall Tell Road- After

3 Cedar Grove Road- Before

4 Cedar Grove- After

Maintenance Items



5 Old Fairburn Road- Before

6 Old Fairburn Road- After

7 Boat Rock Road- After

8 Boat Rock Road- Before

Maintenance Items



9 Mallory Road- Before

10 Mallory Road- After



11 Creel Road- Before

12 Creel Road- After

Maintenance Items



13 Oakley Road- Before



14 Oakley Road- After

Completed Items



1 Butner Road- Before

2 Butner Road- Sidewalk edged, leaves and debris removed, trash removed.

3 Butner Road 2- Before

4 Butner Road 2- Edged sidewalks, removed leaves and debris, picked up trash.

Completed Items



5 Cascade Road Drain- Before

6 Cascade Road Drains cleared of debris

7 Ben Hill Road- Before

8 Cascade Road 2- Before

Completed Items



9 Ben Hill Road- leaves and debris removed, curbs edged, trash picked up.

10 Ben Hill Road 2- Before

11 Ben Hill Road 2- leaves and debris removed, curbs edged, trash removed.

12 Cascade Road- Before

Completed Items



13 Cascade Road- curbs edged, leaves debris and trash removed.

14 Cascade Road 2- curbs edged, leaves, trash and debris removed.

15 Welcome All Road- Before

16 Welcome All Road- curbs edged, leaves, trash and debris removed.

Completed Items



17 Jones Road- Before

18 Jones Road- curbs edged, leaves, trash and debris removed.

19 Flat Shoals & I85s Ramp- Before

20 Flat Shoals & I85s- trash, leaves and debris removed.

Completed Items



21 Flat Shoals and I85s 2- Before

22 Flat Shoals and I85s 2- Curbs edged, trash, leaves and debris removed.

23 Bethsaida Rd & HWY 138- curbs edged, leaves, trash and debris removed.

24 Fieldwood Road- Before

Completed Items



25 Fieldwood Road- curbs edged, trash, leaves and debris removed.

26 Bethsaida Road & HWY 138- Before





City of South Fulton Department of Public Works

CONSTRUCTION OPERATIONS AND MAINTENANCE

Right of Way Maintenance is required to provide safe and multi-use roadsides. A well-maintained right of way promotes a positive quality of life and is integral to the other functions such as utility installations, vehicle emergencies and sign placements. Right of way Maintenance serves to maintain a safe zone adjacent to the road pavement, improves drainage of stormwater from the road surface, and creates an attractive vista along road corridors.

Number of Potholes Repaired:	42
Number of Storm Drain structures maintained:	18
Concrete Maintenance (# of structures maintained)	7
Number of Sinkholes Repaired:	1
Brush Cutting (# of roads maintained):	10
Number of Trees removed:	8
Cascade Road Medians Maintained:	Weekly
Cascade Palmetto Hwy/Campbellton Road	
Roundabouts Maintained:	Weekly
Miles of ROW Maintained:	274
Number of ROW Utility permits Issued:	31





City of South Fulton Department of Public Works TRAFFIC OPERATIONS AND MAINTENANCE

The Traffic Operations crew is on a constant patrol in the City of South Fulton to ensure that all signs and signals are clear to see and working properly. This consists of approximately 35,000 static signs, 67 Traffic signals, 15 Traffic Beacons, 42 School Flashers and numerous Solar Flashing signs.

SEELICKFIX REQUESTS

Total Requests:	63
Number of Closed Requests:	61
Number of Open Requests:	2



SPECIAL PROJECTS

- Installation of Speed Humps in the Enon Pines Subdivision- Completion projected by 2/10.
- Radar Feedback signs- Data collected is shared with traffic engineers for analysis, as needed.
- Solar flashing No Truck signs are on order. First shipment anticipated around 3/15/23.
- Keeping the city signs clan.
- Langston Hughes High School signs posted.



NEW SIGNAGE IS ON THE WAY!!!

The new Adopt-A-Road signs are here. The new Street Name Signs, with the city logo, are on order. Upon delivery, they will replace damaged signs.

SECTION III:

SOLID WASTE COLLECTIONS



Program Purpose

The Solid Waste Group is part of COSF Public Works Department and is responsible for the oversight of all commercial and residential solid waste providers and materials that are collected, transported or processed inside of the City of South Fulton through the Solid Waste Ordinance framework. This program includes managing residential and commercial sanitation provider; transition efforts in moving from an open market to one provider for residential collections; oversight of operations at the Merk Miles Citizens Convenience Center; servicing of City maintained receptacles and several public events and a number of citywide events.

January Activities

During the month of January, the Solid Waste Group presented its recommendation of a single residential collections provider to City Council. This was approved on January 15. New service is scheduled to begin in June 2023. Included in this process was the development of an implementation plan to ensure a smooth transition.

Solid Waste began the 2nd series community meetings regarding the future of residential collections with participation in the District 7 Town Hall Meeting January 23, 2023.



Comments

Due to the change in service, Public Works, Communications and other groups are developing a comprehensive education and outreach plan to ensure the public is aware and prepared for upcoming changes.

Solid Waste Service Features:

- Starts June 2023
- Weekly Garbage Collection
- Monthly Bulky Item Service (3yards)
- Weekly Servicing of City's 32 Trash Receptacles



Other Services Available

Additional carts, yard debris removal, special pick ups provided directly from Waste Pro.

Non-Curbside Collection formerly known as Backdoor Service

- Partnership between the vendor and the city.
- Application required to be signed by a physician.
- Must attest that no one living in the home is physically capable of placing cart on the curb.

What does the monthly price of \$19.43 include?

- Weekly Garbage Collection
- Monthly Bulky Item Service
- Twice Monthly Mowing & Litter Collections on (220 miles of road)
- Street Sweeping (100 roads)
- Dead Animal Collections
- Operations of Merk Miles
- Twice Weekly Trash Receptacle Servicing (32 locations)
- Administration of these services

Next Steps for the rollout of this program

- **Fee Collection Process:** City preference is Tax Commissioner collects the fee on a separate bill paid annually.
- **Education and Outreach Program:** A series of meetings with the general public, how to videos and a job fair are in store.
- **Transition Plan from current providers:** Transitioning between providers will be organized for no service interruption and to change out carts.

What happens if the Vendor does not provide services as agreed?

- **Missed Collection:** Once reported, vendor has 48 hours to address. If not resolved, fine is \$25 for first 10 missed collections and \$50 thereafter for each additional miss within the calendar week, excluding weekends and holidays.
- **Spills:** Fine is \$25 for the first 10 complaints within calendar week, then \$50 thereafter for each complaint during the week.
- **Three or More Problems at a one home within 28 Days:** Fine is \$25 for the first issue and \$50 for each additional occurrence thereafter, within the 28 days.



CITY OF SOUTH FULTON

COUNCIL AGENDA ITEM

COUNCIL WORK SESSION



SUBJECT: Parks and Fire Security Camera Timeline/Update

DATE OF MEETING: 2/14/2023

DEPARTMENT: City Manager

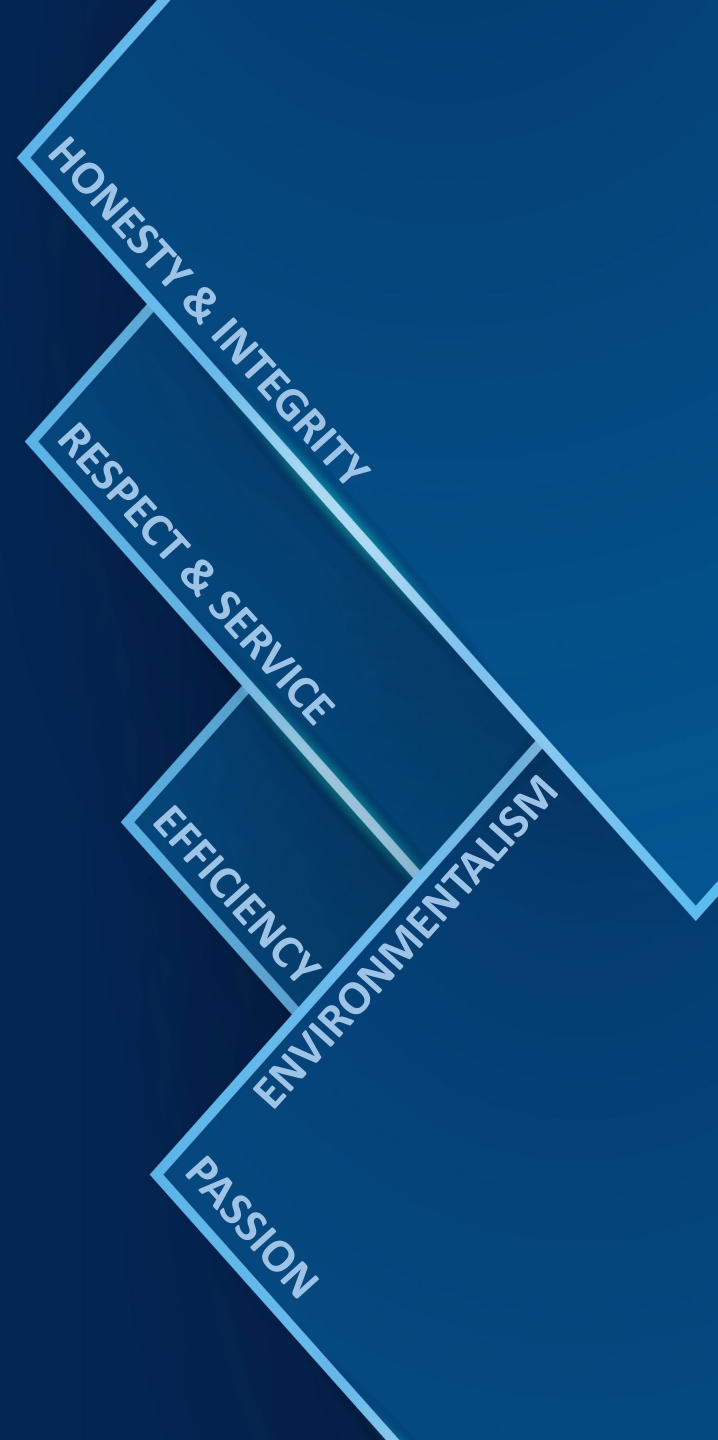
ATTACHMENTS:

Description	Type	Upload Date
City Council Work Session - City Camera Project update	Cover Memo	2/13/2023

City Camera Update

Resolution No. 2022-34 Update

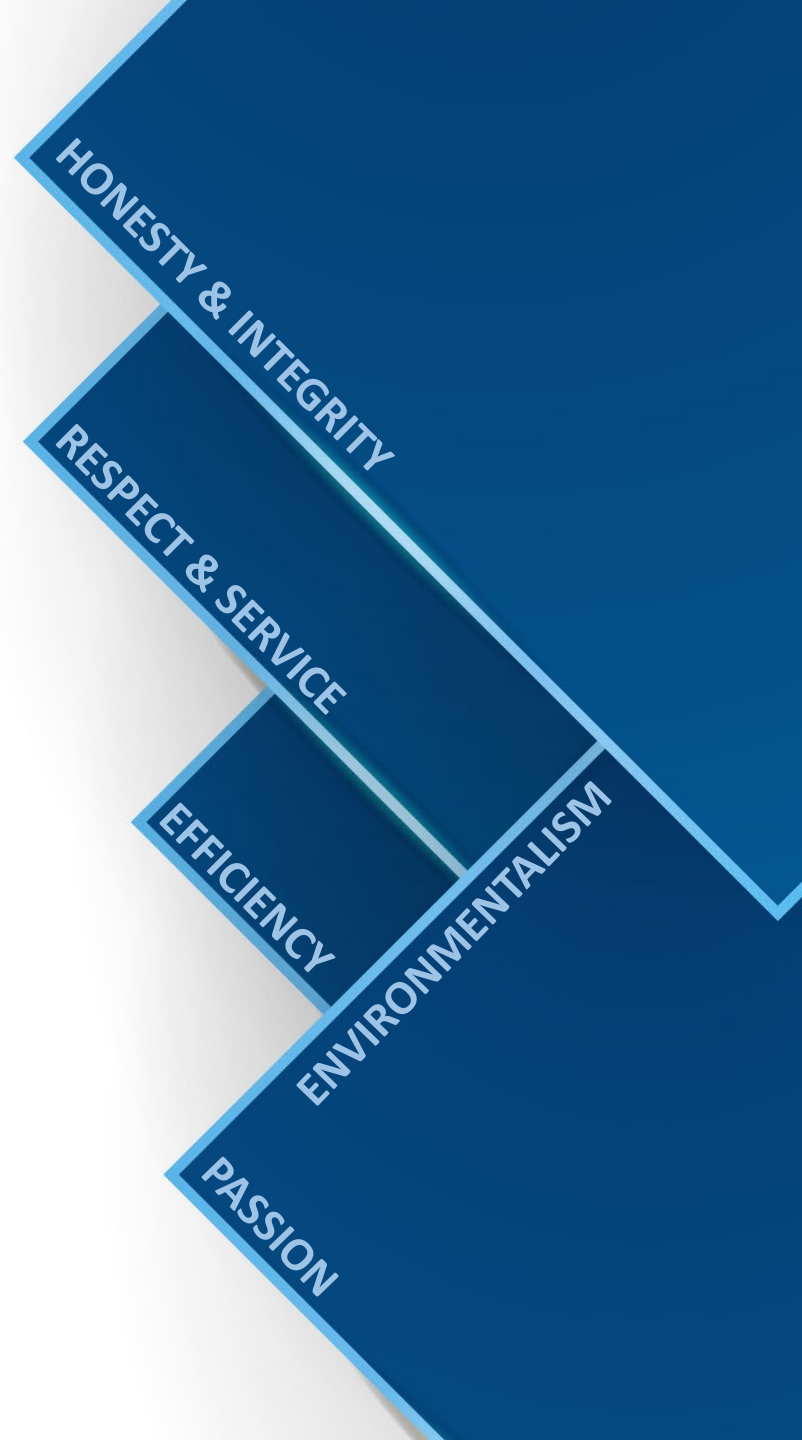
By: Information Technology and Police Department



RESOLUTION AND PURPOSE

A RESOLUTION REQUESTING THE CITY MANAGER TO DEVISE AND IMPLEMENT AN ACTION PLAN FOR THE INSTALLATION OF CAMERAS ON OR NEAR CITY PARKS, AND FOR OTHER PURPOSES 2202-34

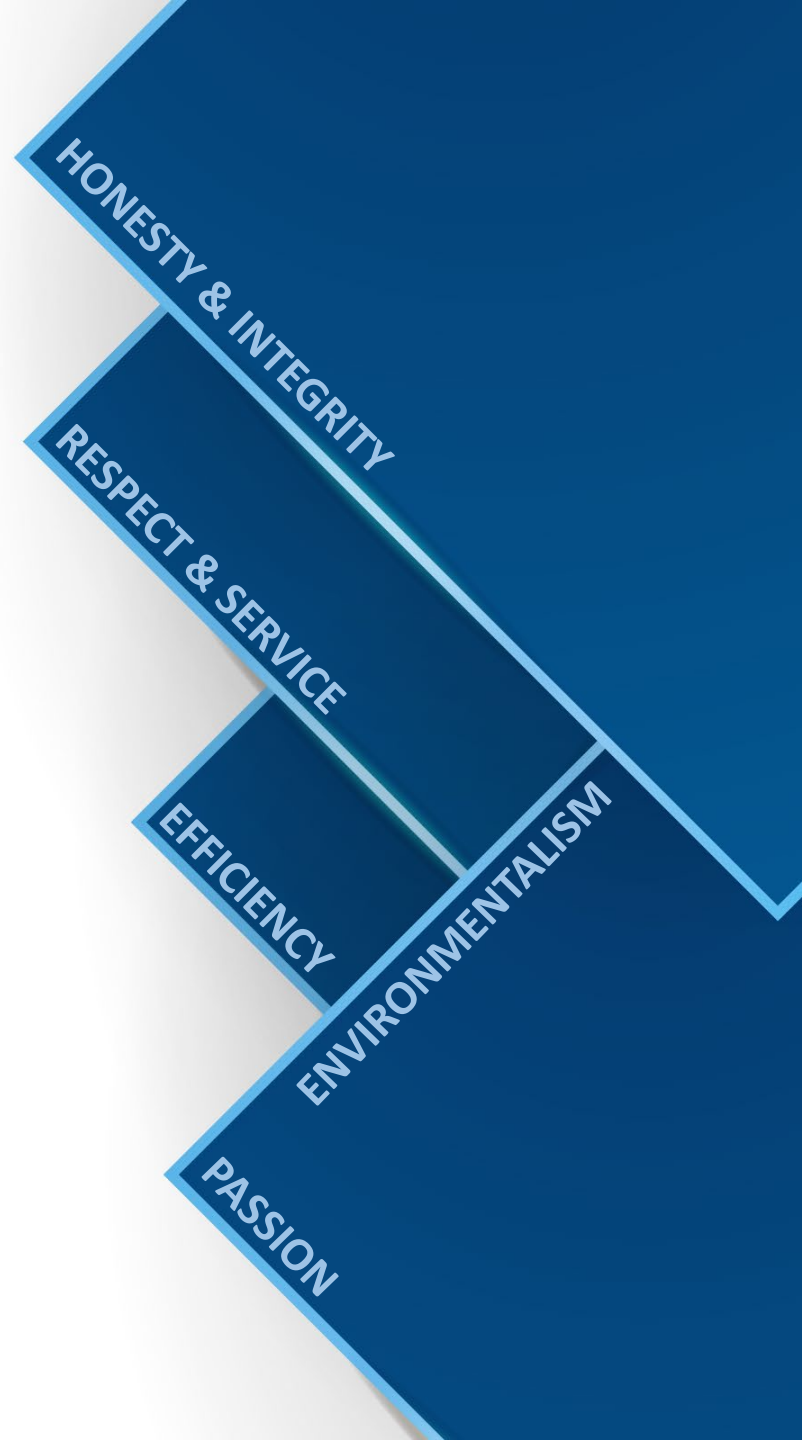
- Provide a safe space to work and enjoy for our employees, constituents and visitors.
- Create a real time crime center to support this safe space and create efficiencies in response.
- Partner with municipal and private partners to assist with operation efficiencies and quality of service.



CITY CAMERA RESOLUTION NO. 2022-34 UPDATE

Introduction

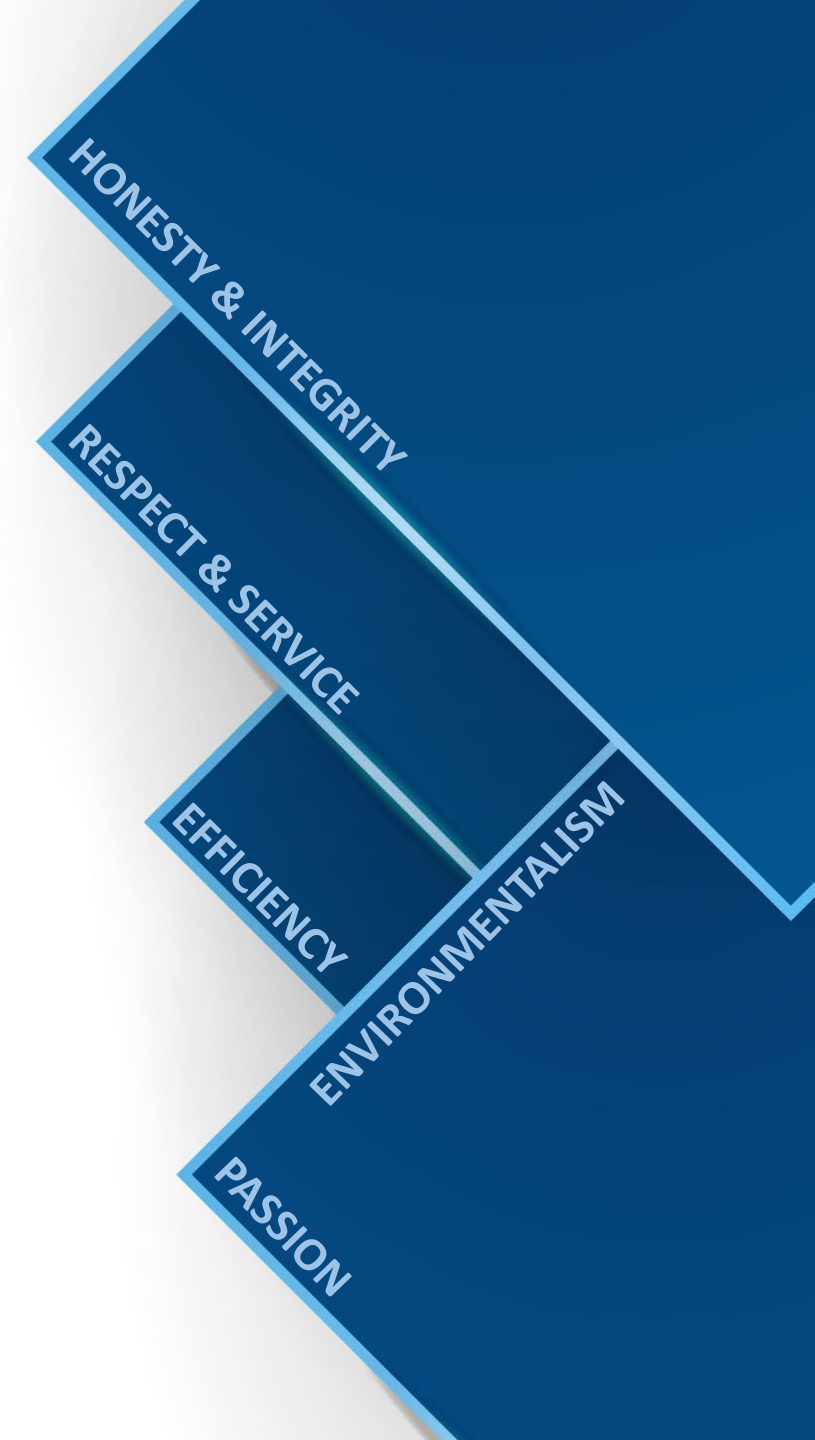
- Like – the updated information that will be presented
- Wish – the process was completed
- Wonder – why it is taking so long



SELF ASSESSMENT

WHY IS IT TAKING SO LONG

- Why – The commitment to responsible spending towards the purpose of resolution 2022-34, aligning to our strategic goals 1, 2 & 3
- Why – This creates a need to complete detailed site assessments for 30 plus sites, efforts to match technology and equipment, cost analysis to identify budget estimates
- Why – We also visited other municipalities, met with vendors for insight, installed a pilot site, to assist with the right approach to our goals
- Why - To complete this task, we are working with minimal resources, competing priorities from council, day to day operations and other major projects using the same resources
- Resolution/Solution – identify and install alternative solutions that can be sustained within the goals of the core project



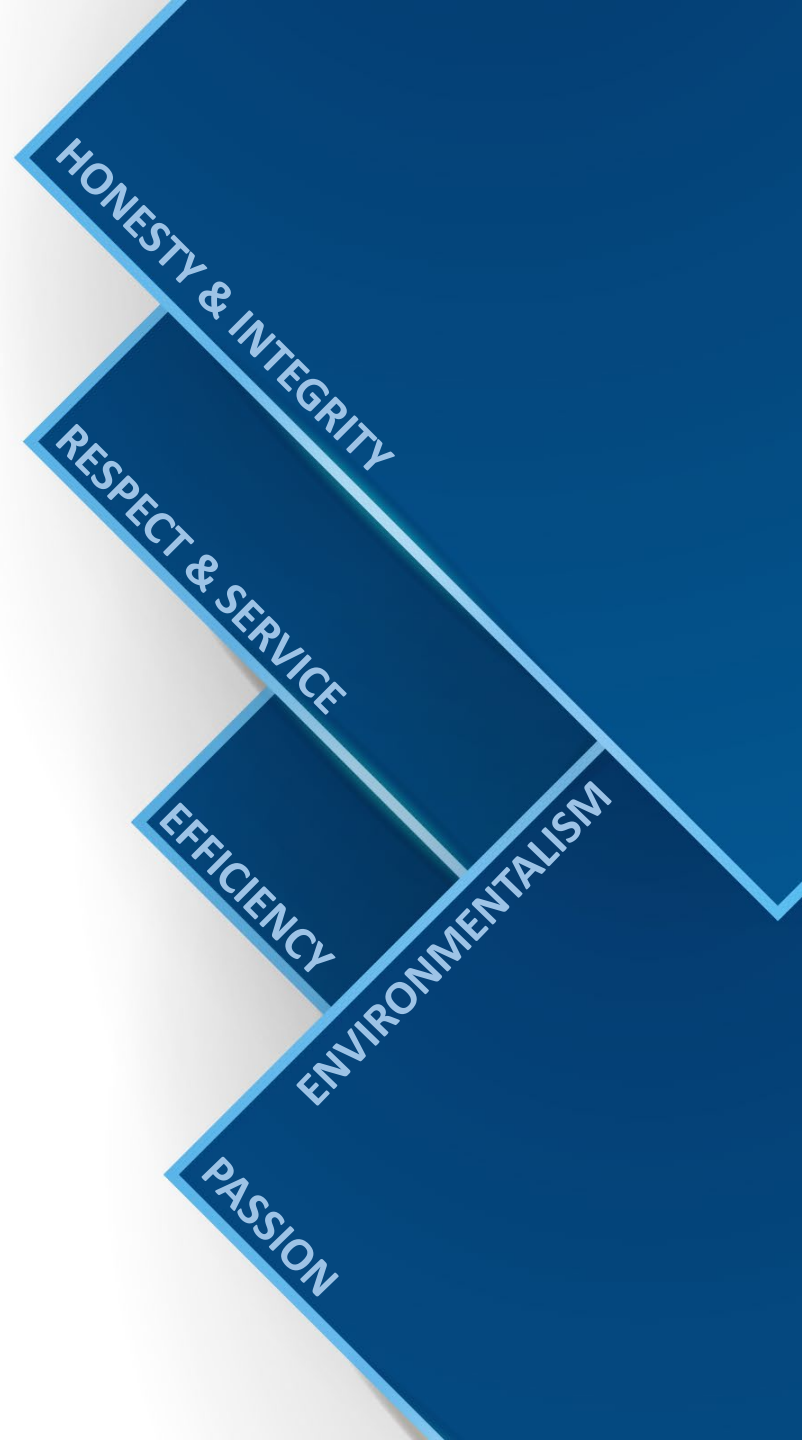
TIMELINE OF EVENTS

Tasks Completed

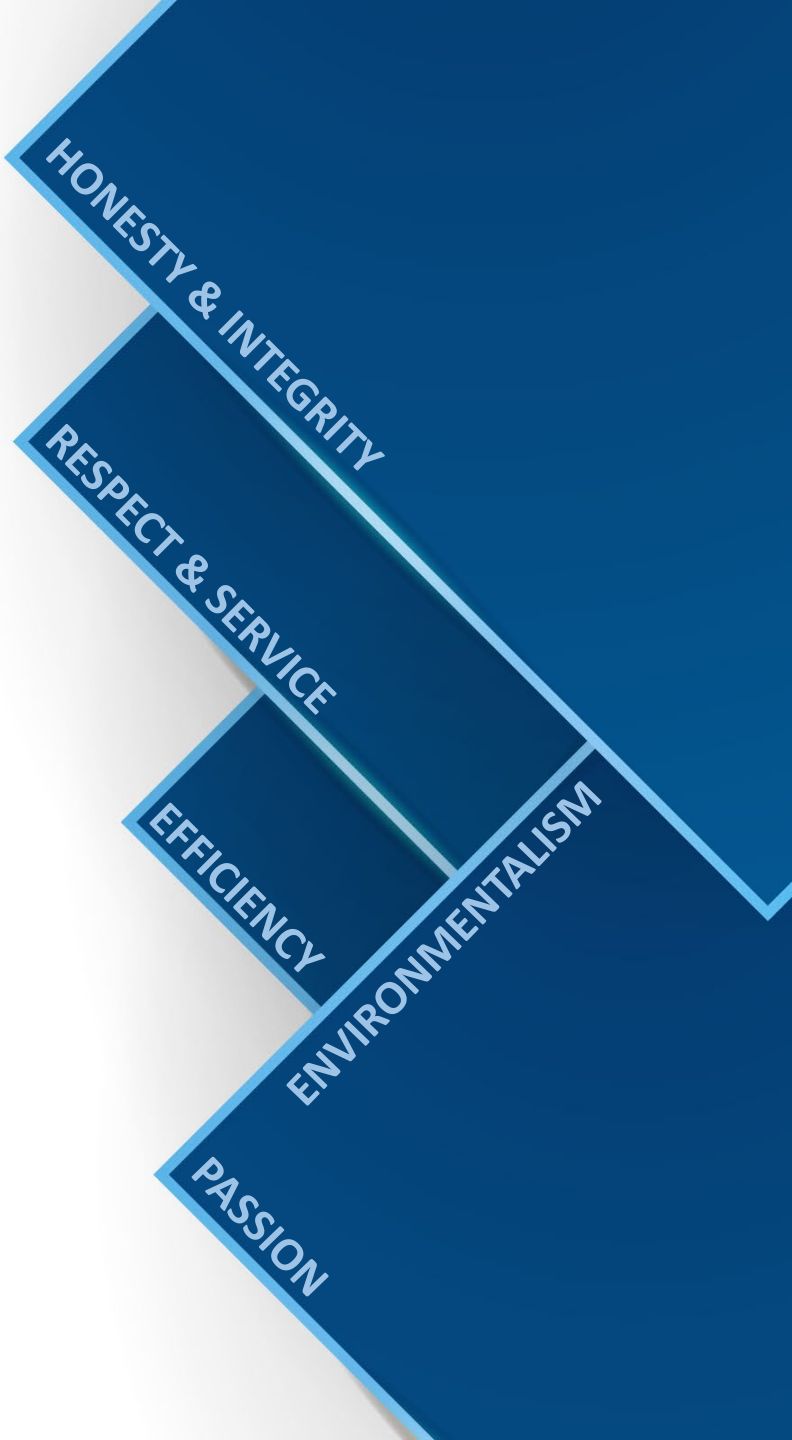
- ✓ Identify resources to assist with site assessment & budget analysis (Aug2022)
- ✓ Site Assessment & Budget Analysis (Sep2022 to Nov2022) – Aerial and onsite assessment identified challenges to consider.
- ✓ Operational Assessment (Dec2022 to Jan2023)– Review operational task to support the solution. RTCC
- ✓ Partner Assessments (Oct2022 to Jan2023) – Reviewed capabilities with leading companies in the market
- ✓ Project estimate based on site assessment (Dec2022)
- ✓ Submitted project request to purchasing. (Dec2022)
- ✓ Municipality Site visits – Visiting Cobb County command center on (JAN23)
- ✓ Pilot sites installation – Installing a pilot system at Economic Development location at 6385 Old National to assess new technology. (JAN23)
- ✓ Finalizing system requirements – (JAN23)
- ✓ Submit SOW to purchasing (FEB23)

Pending Tasks

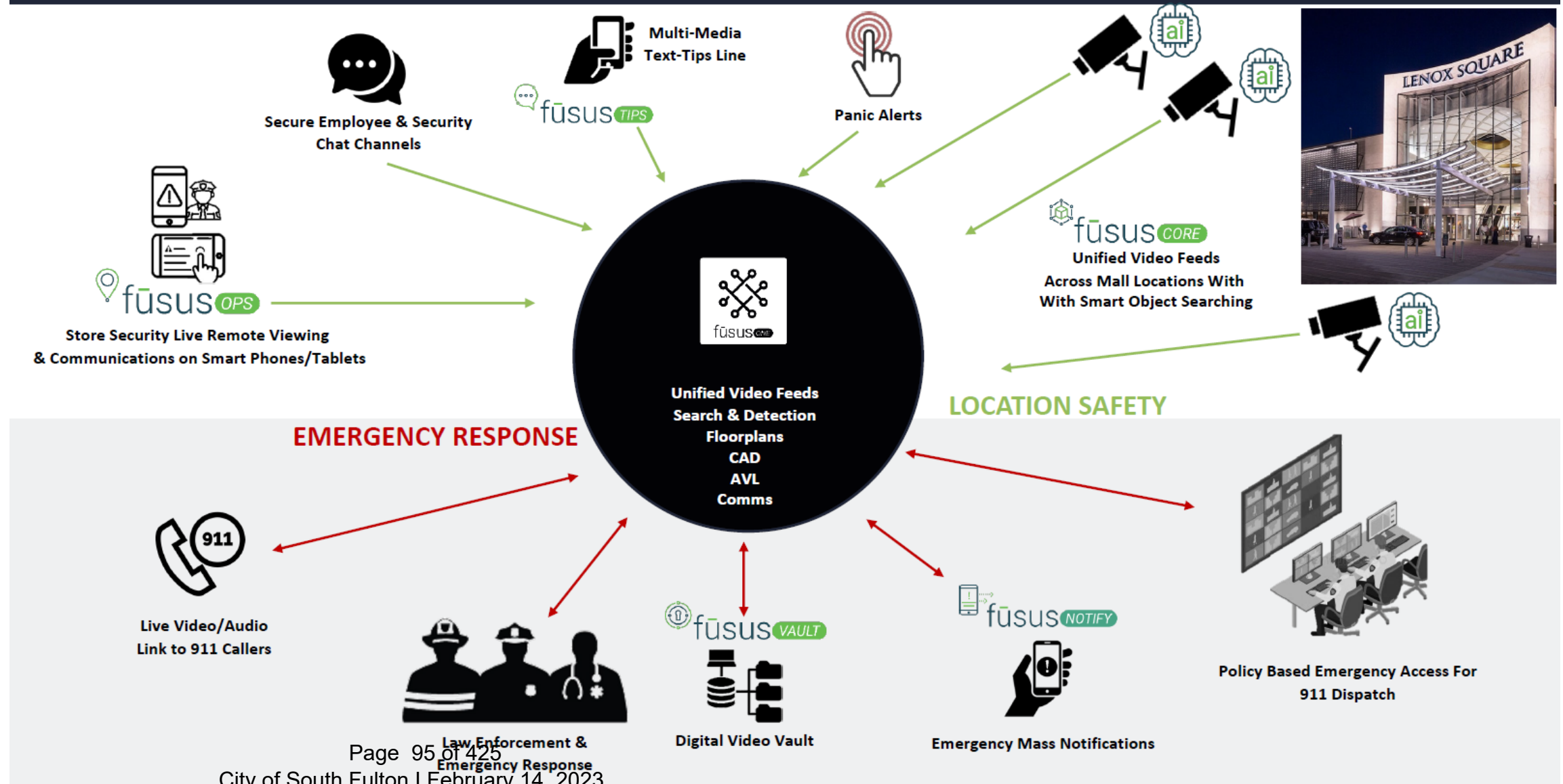
- Submit to Council the request for approval to move forward with the RTCC (FEB23)
- Moving forward with alternative options for areas with an immediate need (FEB23)
- Submit RFQ – (FEB23)
- Vendor Selection (MAR23)
- Kickoff Meeting (MAR23) **TIMELINE for the project will be provided after the kickoff meeting**



EXAMPLES OF OUR EFFORTS



REAL TIME CRIME CENTER



City of South Fulton Values These values guide how we treat each other and how we serve the Citizens.

1. Honesty/Integrity: We agree to hold ourselves to a high ethical standard and hold each other accountable to that standard. This is the foundation of all our interaction and purpose.
2. Respect: We respect others even when we disagree with their point of view or feel we are being misrepresented. We are open to and encourage disagreement, but we are not disagreeable. We commit to holding each other to this standard of behavior.
3. Service to Others: We are here to serve others and we believe the public service is based in humility. We submit our individual ideas and plans to the City's larger plans and progress. This is a hallmark of a strong leader.
4. Environmentalism: We act in a way that preserves and protects our environment and encourages environmentalism in our community.
5. Efficiency: We are good stewards of our resources, efficient in how we deliver services and provide prompt accurate service to our citizens and stakeholders.
6. Open-Mindedness: We are open-minded and respectful to those with whom we work. We are willing to not only listen, but to be open to change ourselves.
7. Passion and Positivity: Being positive and passionate about our City and our future is critical to inspiring others to do their best. We commit to finding ways to be positive and uplifting despite challenges that may come our way.

QUESTIONS

HONESTY & INTEGRITY

RESPECT & SERVICE

EFFICIENCY

ENVIRONMENTALISM

PASSION



CITY OF SOUTH FULTON
COUNCIL AGENDA ITEM
COUNCIL WORK SESSION



SUBJECT: Update City Initiatives Aligned with Strategic Plan

**DATE OF
MEETING:** 2/14/2023

DEPARTMENT: City Manager



CITY OF SOUTH FULTON

COUNCIL AGENDA ITEM

COUNCIL WORK SESSION



SUBJECT: 4:30 p.m. RAISE Grant Information

DATE OF MEETING: 2/14/2023

DEPARTMENT: City Manager

ATTACHMENTS:

Description	Type	Upload Date
TPL_RiverLands_2-6-2023	Cover Memo	2/10/2023

The Chattahoochee RiverLands



Access to the outdoors is a
**fundamental human
need and essential to
our health and well-
being.**

PEOPLE NEED PARKS.



Communities that place a high value on **OUTDOOR ACCESS FOR ALL ARE**



HEALTHIER



MORE RESILIENT

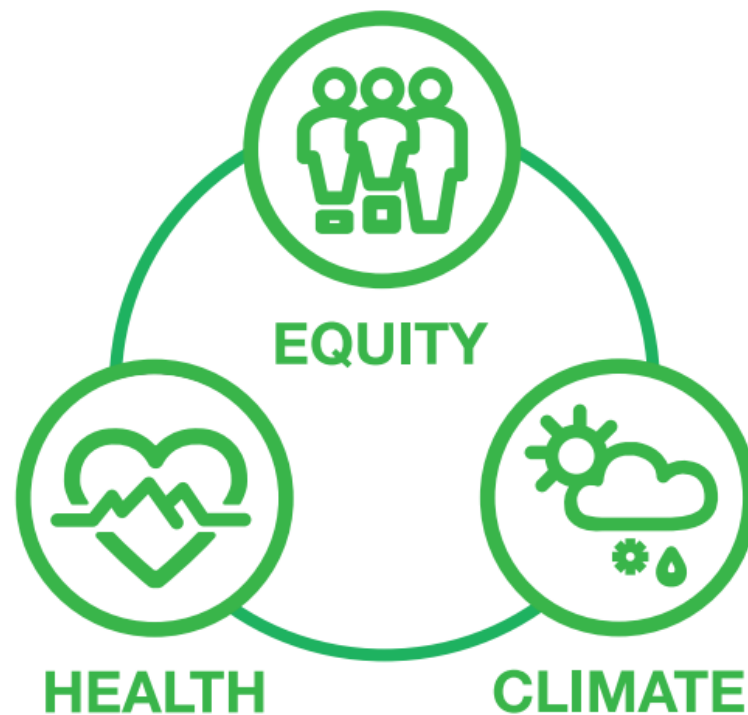


MORE EQUITABLE



TPL is committed to advancing equity, health, and climate resilience in every community we serve.

We augment local leaders' expertise with national resources in finance, government, law, policy, logistics, data, and community organizing to achieve their self-identified goals.



THROUGH THE GENEROSITY OF OUR SUPPORTERS:

WE'VE COMPLETED OVER

5,000 projects
parks, trails, schoolyards,
and iconic outdoor places



GENERATED OVER

\$84B in public funding for
parks and access to
lands and waters



AND CREATED ACCESS TO OVER

3.7 million acres
of public land



Our History in Georgia



The BeltLine

Commissioned Alex Garvin's study and acquired \$47 million of land for new parks and trail to help create Atlanta's defining public space.



Chattahoochee River

Preserved 18,000 acres and 80 miles of riverfront along the Chattahoochee River.



MLK National Historic Park

TPL was instrumental in the creation of this National Historical Park preserving the legacy of a civil rights icon.



Cumberland Island

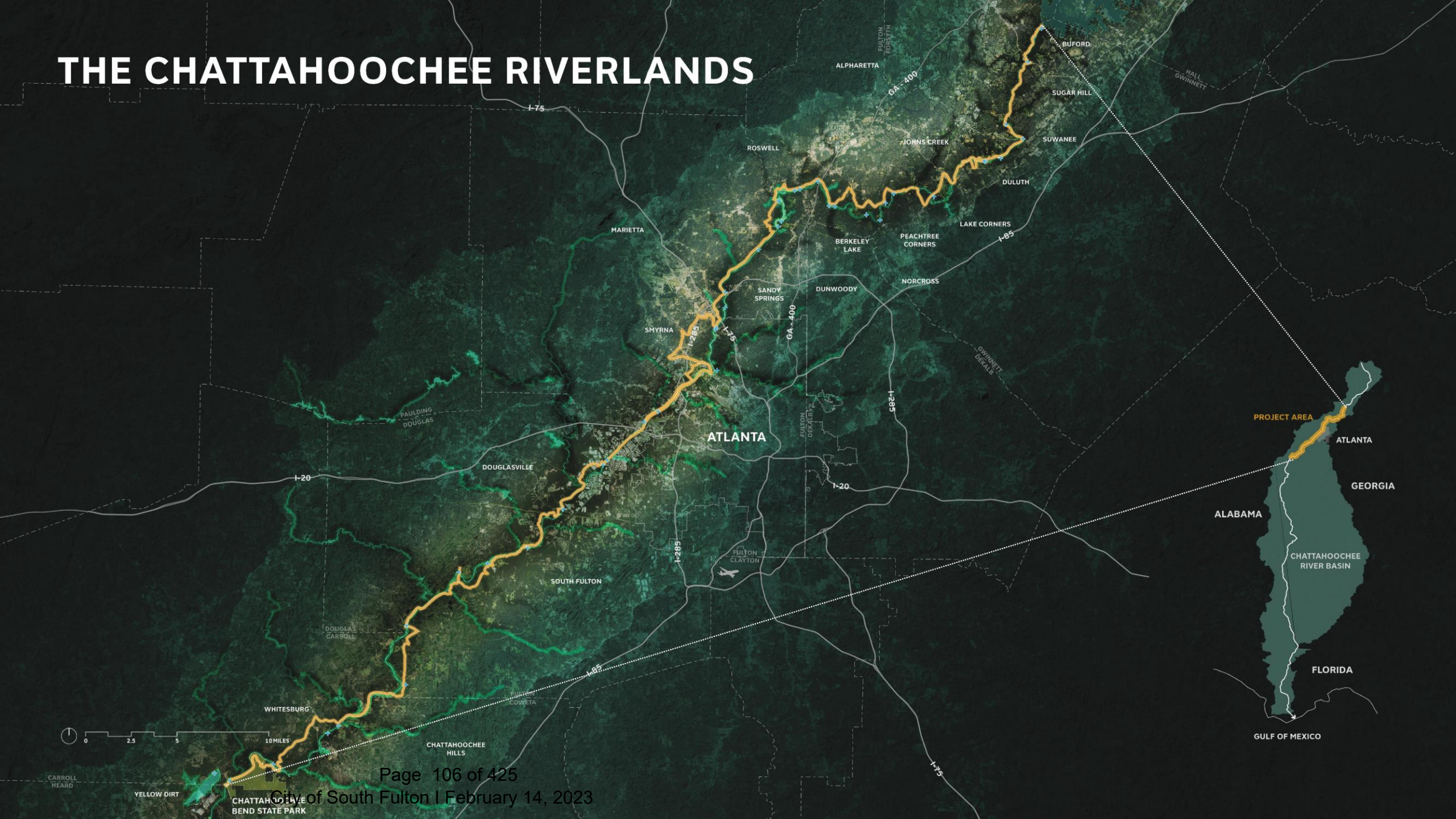
Acquired the first 2,200 acres to help create the Cumberland Island National Seashore.





THE CHATTAHOOCHEE RIVERLANDS

THE CHATTAHOOCHEE RIVERLANDS



ENGAGEMENT IN NUMBERS

The Design Team met with over 700 people and over 5,000 online, including:

120 *Chattahoochee Working Group Participants*

350 *Community Members*

200 *Local Stakeholders*

5000 *Website Users*

The Design Team held over 80 engagement events, including:

2 *River Rambles*

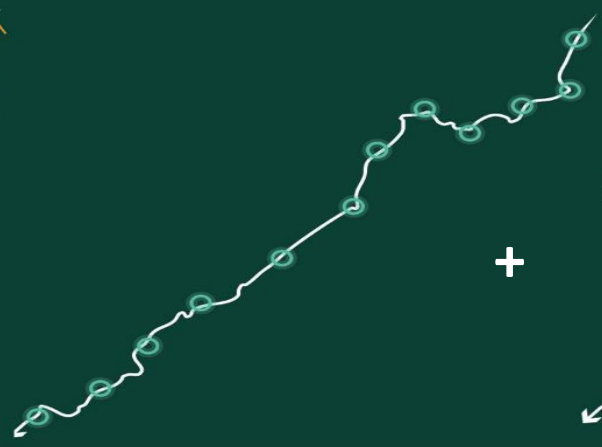
3 *Public Forums*

8 *Sub-Area Committee Meetings*

67 *Local Stakeholder Meetings*



+



+



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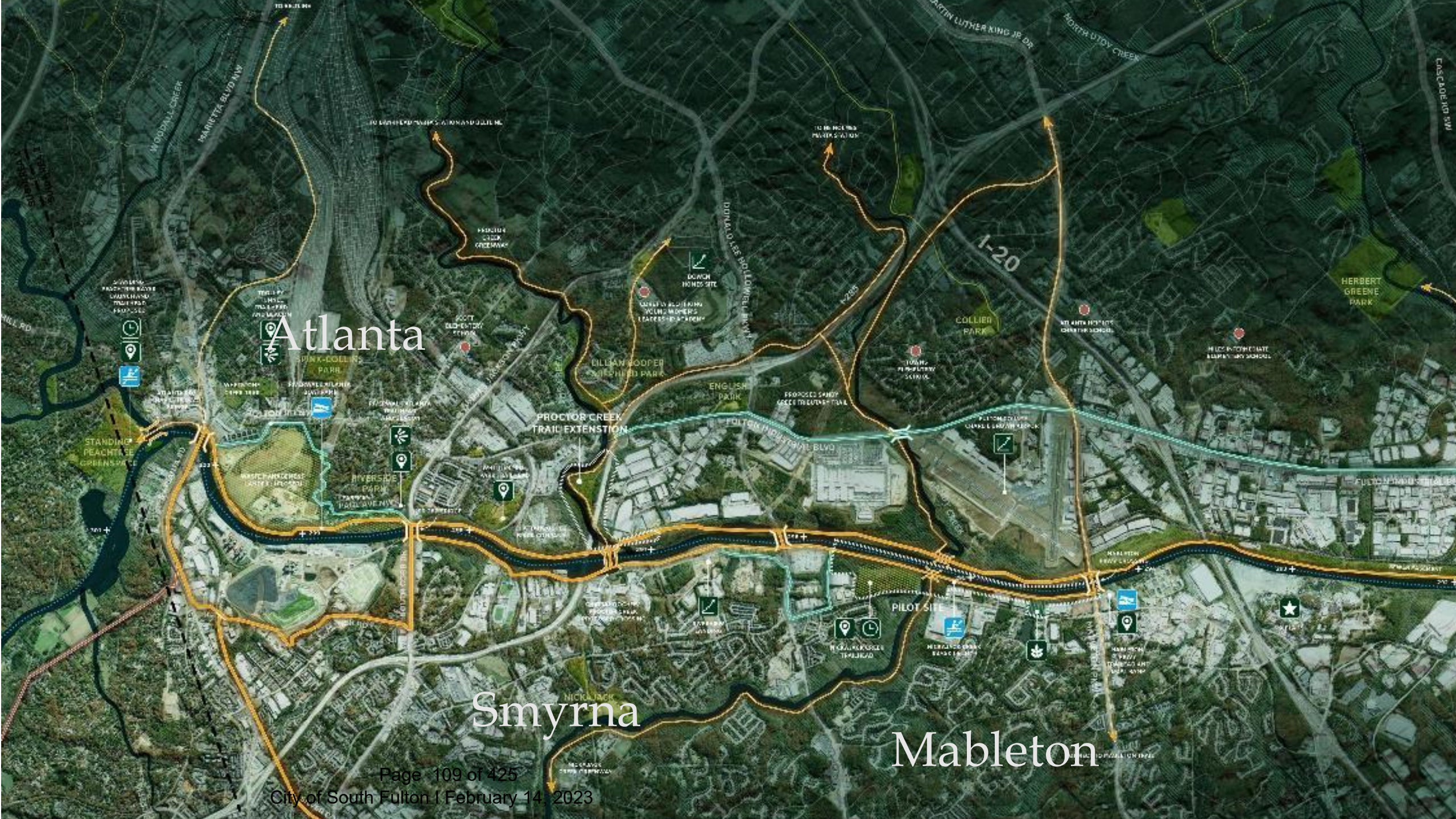


THE GREENWAY
and River Destinations

THE BLUEWAY
and River Ecosystems

TRIBUTARY TRAILS
and Wider Communities

THE RIVERLANDS



Atlanta

Smyrna

Mableton

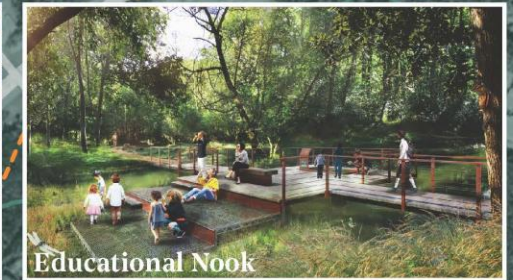
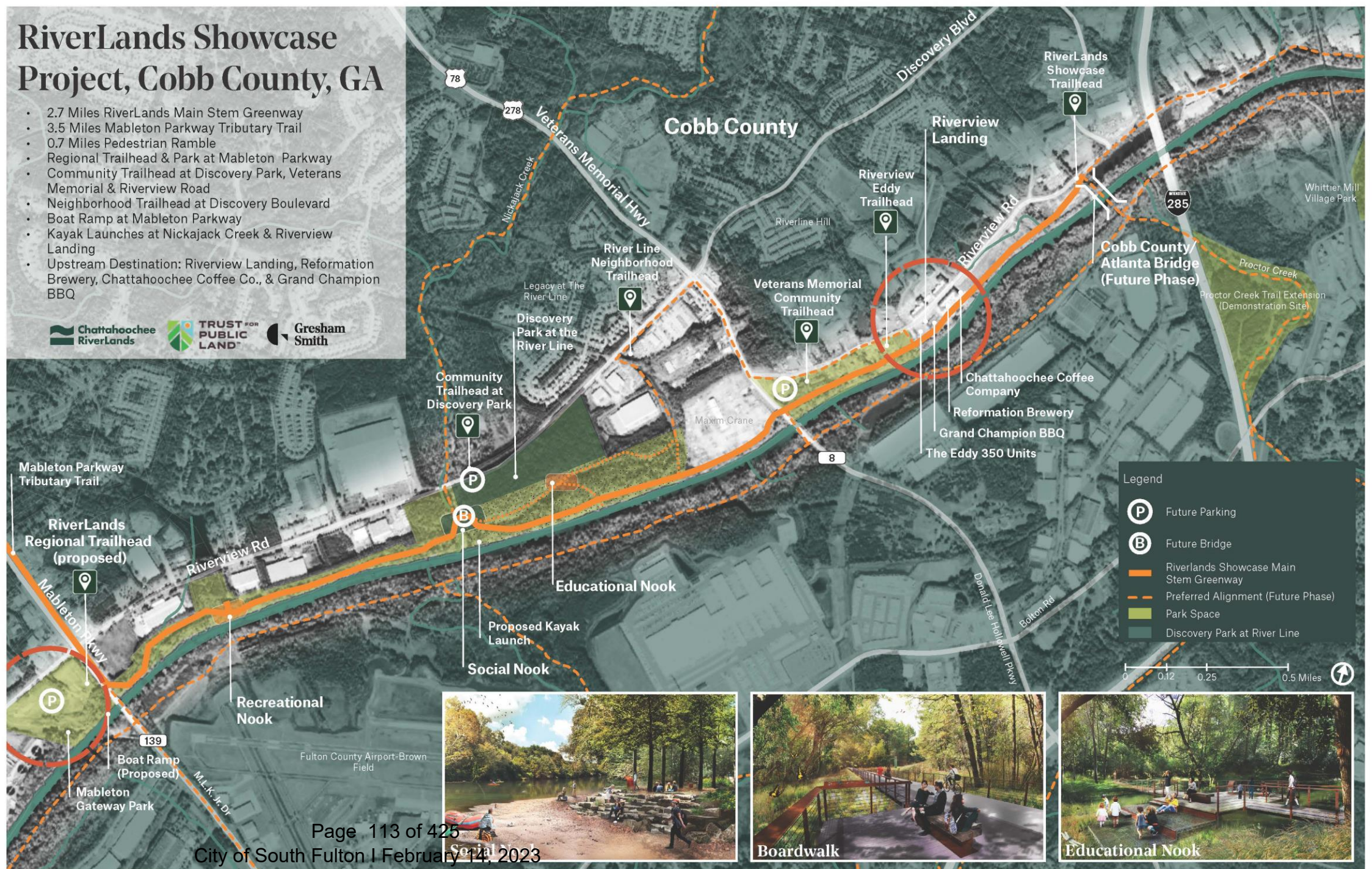






RiverLands Showcase Project, Cobb County, GA

- 2.7 Miles RiverLands Main Stem Greenway
- 3.5 Miles Mableton Parkway Tributary Trail
- 0.7 Miles Pedestrian Ramble
- Regional Trailhead & Park at Mableton Parkway
- Community Trailhead at Discovery Park, Veterans Memorial & Riverview Road
- Neighborhood Trailhead at Discovery Boulevard
- Boat Ramp at Mableton Parkway
- Kayak Launches at Nickajack Creek & Riverview Landing
- Upstream Destination: Riverview Landing, Reformation Brewery, Chattahoochee Coffee Co., & Grand Champion BBQ







The Showcase's Impact



- Located near 44,000 Metro Atlantans.
- Hundreds of acres conserved and activated.
- Demonstrate the impact of the RiverLands in one highly-visible and impactful project in South Cobb County, similar to the BeltLine's Eastside Trail.
- Ecological, Economic, Education, & Equity Benefits
- Community Volunteerism
- Influence on public and private investments and positioning for scale.
- Connection to Proctor Creek Greenway, Silver Comet Trail, and the BeltLine.



Chattahoochee Camp & Paddle Trail



- 48-Mile Long Chattahoochee River Camp & Paddle Trail Between City of Atlanta and Carroll County.
- Three campsites for three-night, four-day journey. Amenities include kayak launches; directional and educational signage; site furnishings; tent platforms; restrooms; hammock shelters; picnic pavilions; and two host camper sites.

Chattahoochee Camp & Paddle Trail

Provides a unique opportunity to activate 48 miles of the Chattahoochee through a 4-day and 3-night camping excursion.

Three nights of camping at 3 sites managed by local partners

- Buzzards Roost
- Campbellton Park
- RiverLands Park

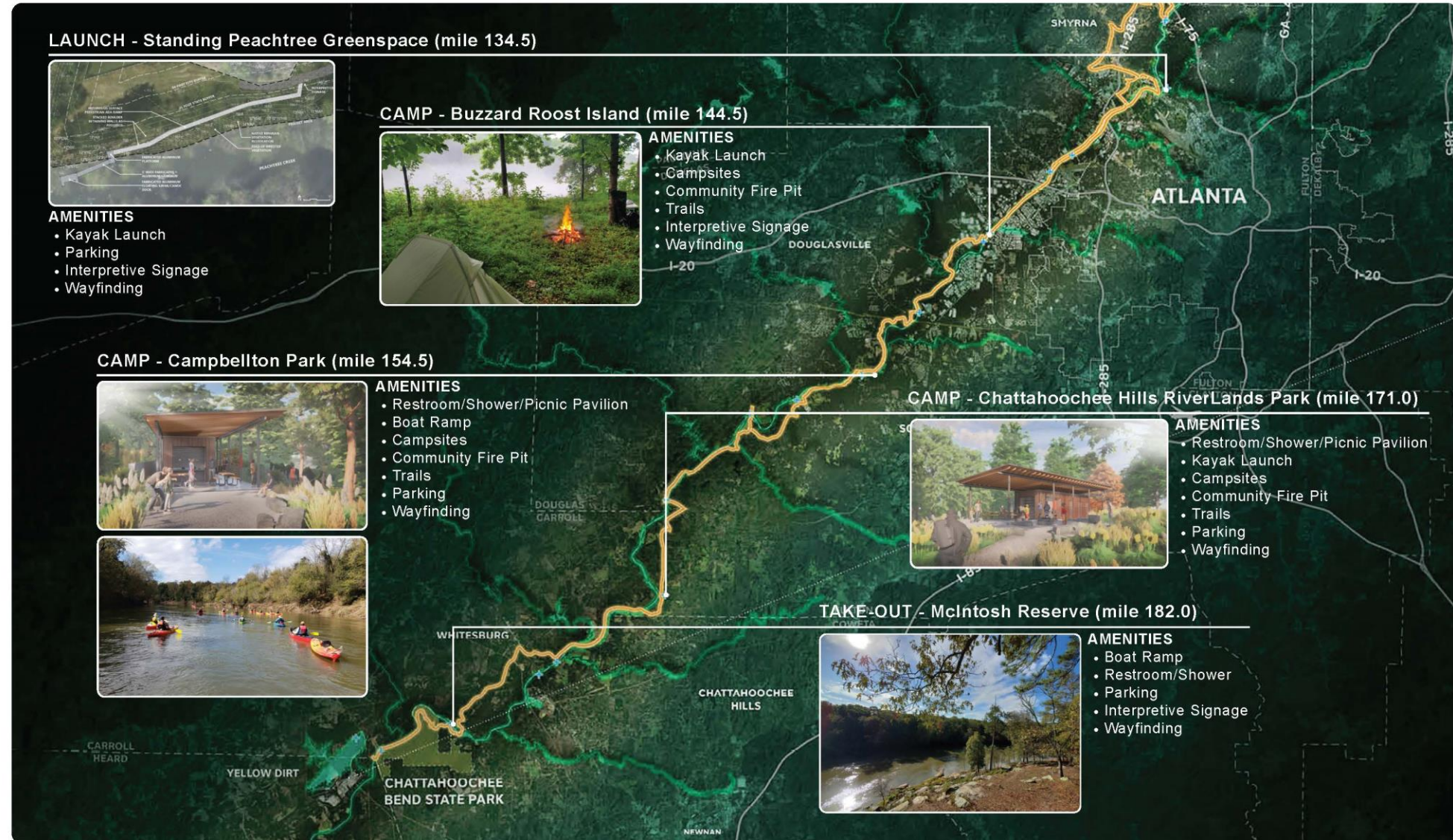
Take-out at existing ramp at McIntosh Reserve in Carroll County. Improvements at each of the 3 camping sites

Total Budget: \$3,300,000

- GOSP Grant: \$2,260,000
- Private to date: \$ 450,000
- To be raised: \$ 670,000

Partners:

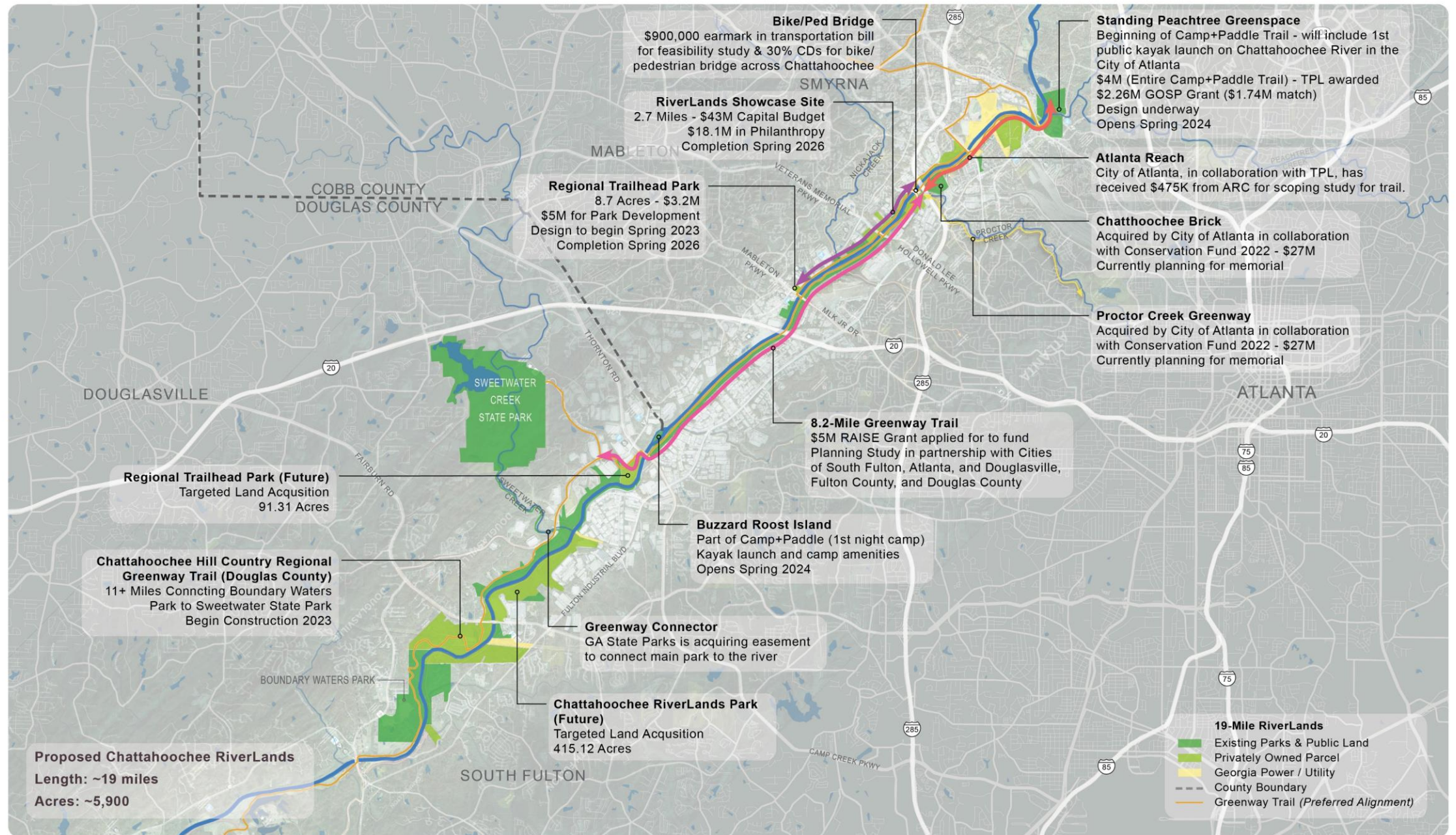
- City of Atlanta, City of South Fulton, City of Chattahoochee Hills
- Georgia River Network
- Atlanta Audubon Society (Native habitat restoration)



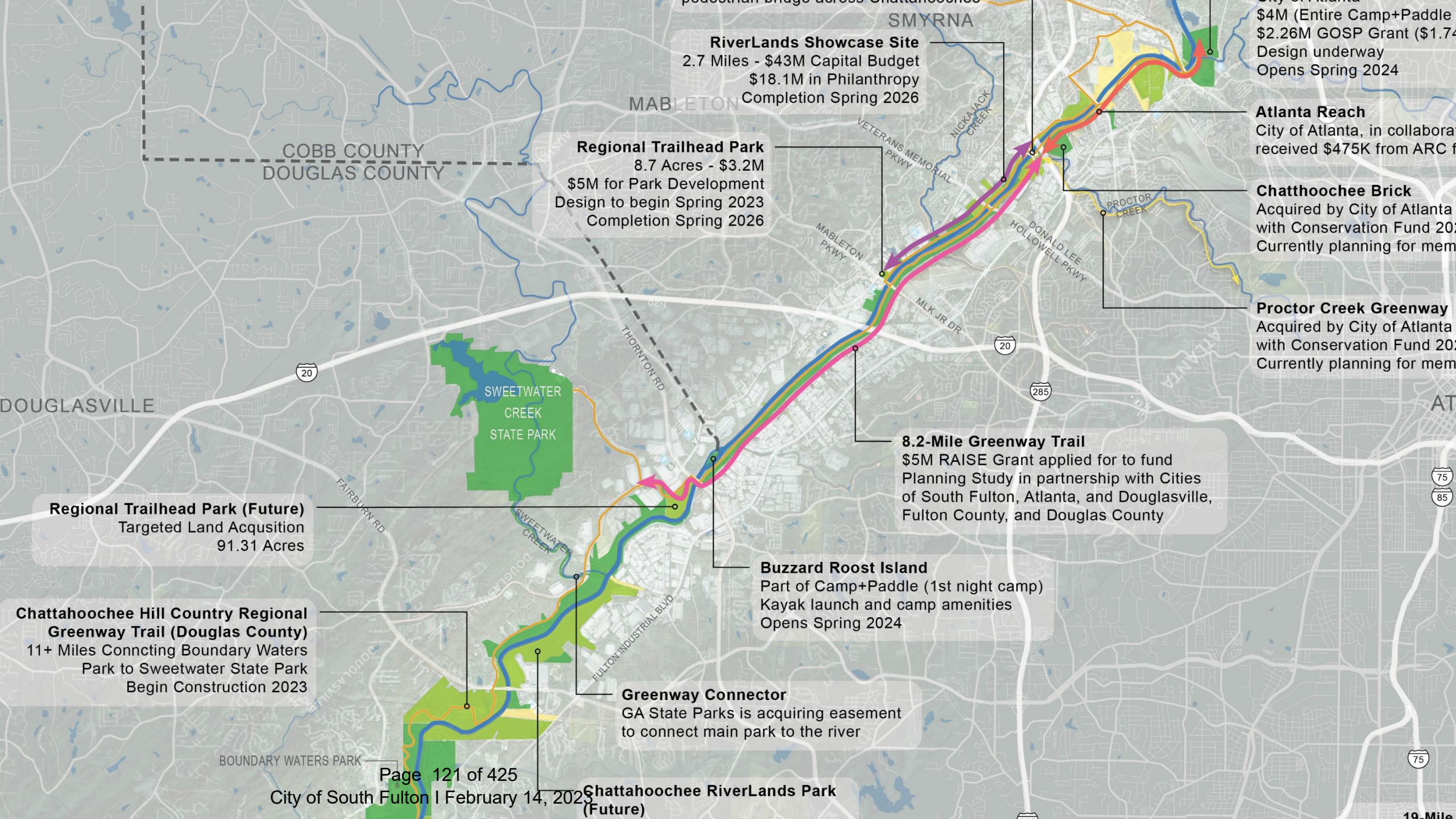
Chattahoochee RiverLands Camp+Paddle Trail

5 Sites | 43 Launches | 5 New Kayak Launches | 48 Miles of River | 4 Days & 3 Nights of Connected Recreation | Opens 2024





19-Mile RiverLands Story Map



RiverLands Showcase Site
2.7 Miles - \$43M Capital Budget
\$18.1M in Philanthropy
Completion Spring 2026

Atlanta Reach
City of Atlanta, in collaboration with the City of South Fulton, received \$475K from ARC for the Atlanta Reach project.

Chatthoochee Brick
Acquired by City of Atlanta with Conservation Fund 2021. Currently planning for membership.

Proctor Creek Greenway
Acquired by City of Atlanta with Conservation Fund 2021. Currently planning for membership.

Regional Trailhead Park
8.7 Acres - \$3.2M
\$5M for Park Development
Design to begin Spring 2023
Completion Spring 2026

8.2-Mile Greenway Trail
\$5M RAISE Grant applied for to fund Planning Study in partnership with Cities of South Fulton, Atlanta, and Douglasville, Fulton County, and Douglas County

Buzzard Roost Island
Part of Camp+Paddle (1st night camp)
Kayak launch and camp amenities
Opens Spring 2024

Greenway Connector
GA State Parks is acquiring easement to connect main park to the river

Regional Trailhead Park (Future)
Targeted Land Acquisition
91.31 Acres

Chattahoochee Hill Country Regional Greenway Trail (Douglas County)
11+ Miles Connecting Boundary Waters Park to Sweetwater State Park
Begin Construction 2023



Trust for Public Land (TPL) is a national nonprofit that works to connect everyone to the benefits and joys of the outdoors. As a leader in equitable access to the outdoors, TPL works with communities to create parks and protect public land where it is needed most.

Since 1972, TPL has protected more than 3 million acres of public land, created more than 5,000 parks, trails, schoolyards, and iconic outdoor places, raised \$84 billion in public funding for parks and public lands, and connected more than 9 million people to the outdoors.

Connecting everyone to the outdoors™





CITY OF SOUTH FULTON

COUNCIL AGENDA ITEM

COUNCIL WORK SESSION



SUBJECT: 4:45 p.m. Environmental Regulation

DATE OF MEETING: 2/14/2023

DEPARTMENT: City Clerk

ATTACHMENTS:

Description	Type	Upload Date
1. EPD Responses.pages	Cover Memo	2/11/2023
2. EPD Map of Merk Miles and Wolf Creek Amphitheater	Cover Memo	2/11/2023
Plastic Pellets (scientific article)	Cover Memo	2/10/2023
Plastic Pellets (Guardian Nurdles article)	Cover Memo	2/10/2023
1. Bishop Rd (BRLF) Fact Sheet	Cover Memo	2/11/2023
2. BRLF Google Earth sample locations	Cover Memo	2/11/2023
3. BRLF EPD Letter to Bullock	Cover Memo	2/11/2023
4. BRLF EPA Data	Cover Memo	2/11/2023

Communication between Mayor khalid and State of Georgia's Environmental Protection Division

From: Cook, William <William.Cook@dnr.ga.gov>
To: Mayor@CityofSouthFultonGA.gov
Cc: Cooley, James <James.Cooley@dnr.ga.gov>, Chambless, Lena
<lena.chambless@dnr.ga.gov>
Date: Thu, Feb 2, 2023 at 7:41 PM &
Subject: RE: EPA Officials Needed for Feb 14 Meeting

Mr. Cook:

Thank you so much for this invaluable information regarding sites of environmental concern in the City of South Fulton. i do have a few follow-up questions:

MERK MILES/WOLF CREEK (3225 Merk Rd, 30349)

1. i have been advised that the area around this address is a Superfund site and the County must retain ownership of the Amphitheater as it sits on easements necessary to monitor the site.

The Merk Miles Road Landfill (permit number 060-064D(SL) is a closed solid waste sanitary landfill owned by Fulton County. It received its Closure Certificate on January 12, 1998 and is currently in its 30 year post-closure period [until 2028]. As a part of post-closure care the facility is required to follow its methane and groundwater monitoring plans and corrective action plan. The wells associated with these plans as well as the buildings listed in the plans are required to be monitored and maintained by Fulton County. Please note that some of the buildings required to be monitored are a part of the Wolf Creek Amphitheater, and some of the wells are on and around the Amphitheater property. The attached picture shows the landfill, Amphitheater, and well and building locations. Any designations with "MM" stand for methane monitor, and if it has a number with a "F" at the end, this designates a building with the methane monitor. The "GW" designation is for groundwater wells. As noted previously, the monitoring is required for the entire 30 year post-closure period and will continue to be required until the facility is released from its permit. The facility will have to be in compliance with groundwater protection standards, methane limits, and other requirements in order to be released.

2. Would you reply with an electronic copy of the Corrective Action Plan for Permit 060-064D(SL) for the City's record-keeping?

Awaiting response.

3. Can you email a higher resolution version of this Map suitable for large format printing?

Awaiting response.

4. Would you email a map/diagram of Easements to access these monitors for the City's record-keeping?

Awaiting response.

5. Would you reply with a list of all requirements necessary for Fulton County to be released from the Post-Closure Plan?

Awaiting response.

6. How often is reporting on compliance required to be submitted to the EPD?

Awaiting response.

7. Would you reply with electronic copies of those reports?

Awaiting response.

8. Is Fulton County on schedule with groundwater protection standards methane limits and other requirements for this site to be released in 2028?

Awaiting response.

BISHOP ROAD LANDFILL (7635 Bishop Road, 30213)

9. The owner of this landfill has been fined multiple times by EPD but does not have the money for cleanup. Can we declare this as Superfund site or in some other way escalate from EPD to access federal funds for oversight and cleanup?

No, since no hazardous constituents have been detected on-site above regulatory limits. For more information related to this site, please feel free to contact Jim Cooley, Director of District Operations. I have "cc'd" him on this e-mail.

10. Would you reply with the Original Permit for this site?

Awaiting response.

11. Since 2000, when have EPD regulators inspected the site to confirm that no materials were being delivered that were not permitted?

Awaiting response.

12. Does the EPD or the State of Georgia have any grants, matching funds or other monies for which the City of South Fulton can apply to address the underground fires burning at this address?

Awaiting response.

13. Have any inspections been done on the materials buried beneath the ground of this site; and if so, would you email those reports?

Awaiting response.

14. Can the EPD offer any scientific explanation for why [materials buried on this site are combusting underground](#) (see linked video from November 2022)?

Awaiting response.

PLASTIC PELLET PRODUCTION (4785 Fulton Industrial Blvd, 30336):

15. Waste Pro/Synergy Burcell has proposed to expand a transfer station in our City to begin collecting trash and turning them into plastic, energy pellets. i am concerned about the environmental impacts -- both in the production of these pellets and the burning of them in other communities.

Waste Pro has a Transfer Station located at 4785 Fulton Industrial Boulevard, SW, Atlanta, Georgia, and it is permitted through EPD's Permit-By-Rule requirements. This facility would require a Materials Recovery Facility permit in order to separate materials from a waste stream for the pellet operation. The facility may also require an air permit if it has emissions above regulatory thresholds. Lena Chambless, Program Manager for the Recovered Materials and Abatement Program, would manage the review of a materials recovery permit application if submitted for this facility. I have also copied her on this e-mail.

16. Which Permit-By-Rule would the activities at 4785 FIB fall under and would you reply with a link or electronic copy of those requirements for the City's review?

Awaiting response.

17. What are the requirements for a Materials Recovery Facility permit?

Awaiting response.

18. What are the regulatory thresholds for emissions at a facility of this type?

Awaiting response.

19. How frequently does/will EPD regulators visit the site and test the air and groundwater to ensure emissions are within regulatory thresholds?

Awaiting response.

20. Would you reply with addresses of other sites in Georgia currently or previously permitted for such activities?

Awaiting response.

21. Would you reply with addresses of other sites in Georgia currently or previously permitted to burn plastic pellets produced by this process?

Awaiting response.

22. Should emissions at this site exceed regulatory thresholds, or should any accidents occur on this site, does the EPD or the State of Georgia have any grants, matching funds or other monies for which the City of South Fulton can apply to mitigate or repair any environmental harm?

Awaiting response.

Should we have any further questions, would officials from the EPD be available to attend any of our following, future City Council meetings?

Tuesday, February 28 at 4:00 p.m.

Tuesday, March 14 at 4:00 p.m.

Tuesday, March 28 at 4:00 p.m.

Tuesday, April 11 at 4:00 p.m.

Tuesday, April 25 at 4:00 p.m.

Tuesday, May 9 at 4:00 p.m.

Tuesday, May 23 at 4:00 p.m.

Awaiting response.

William Cook, Program Manager
Solid Waste Management Program
4244 International Pkwy., Suite 104
Atlanta, GA 30354
Phone: 470-251-2715
Email: William.cook@dnr.ga.gov



Thank you so much for addressing these questions.

Those in power can kill one, two or a hundred roses. But they cannot stop the coming of Spring.

Lula da Silva



Mayor khalid
City of South Fulton, GA
470.809.7710





PLASTIC PELLETS FOUND ON BEACHES ALL OVER THE WORLD CONTAIN TOXIC CHEMICALS

December 2021

Lead authors:

Therese Karlsson, Ph.D.

Sara Brosché, Ph.D.

Mona Alidoust, Msc.

Prof. Hideshige Takada, Ph.D.



PLASTIC PELLETS FOUND ON BEACHES ALL OVER THE WORLD CONTAIN TOXIC CHEMICALS

DECEMBER 2021

Authors

Therese Karlsson, Ph.D.¹, Sara Brosché, Ph.D.¹, Mona Alidoust, Msc.², Professor Hideshige Takada, Ph.D.²

1 International Pollutants Elimination Network (IPEN), Sweden ; 2 International Pellet Watch/Tokyo University



IPEN is a network of over 600 non-governmental organizations working in more than 120 countries to reduce and eliminate the harm to human health and the environment from toxic chemicals. IPEN's campaign on Toxic Chemicals in Plastics seeks to eliminate harm from chemicals in plastics when plastics are produced, used, recycled, and discarded.

ipen.org



International Pellet Watch is a nonprofit ecotoxicological research group whose mission is to monitor the occurrences of persistent organic pollutants (POPs), plastic waste, and plastic pellets, around the world. Based at Tokyo University of Agriculture and Technology, Laboratory of Organic Geochemistry in Tokyo, Japan, the group has been gathering data and educating the public about the hazards of plastic waste since 2005.

www.pelletwatch.org

ISBN: 978-1-955400-14-5

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Analytical team: Karolina Brabcová, Minami Kitayama, Natsuki Kitayama, Sarah Ozanová, Jitka Straková.

IPEN Production Team: Björn Beeler, Betty Wahlund, Tim Warner.

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CONTRIBUTORS

Argentina: BIOS Quilmes

Australia: National Toxics Network Inc. (NTN)

Azerbaijan: Ruzgar

Bangladesh: Environment and Social Development Organization (ESDO)

Cameroon: World Action Phyto Protection (WAPP)

Czech Republic: Arnika

Costa Rica: Red de Acción en Plaguicidas y sus Alternativas para América Latina (RAPAL)

Guinea: Carbone Guinée

India: Centre for Innovation in Science and Social Action (CISSA)

Indonesia: Indowater

Jamaica: The Caribbean Poison Information Network (CARPIN)

Kazakhstan: Eco Mangystau

Kenya: Center for Justice, Governance and Environmental Action (CJGEA)

Lebanon: Human Environmental Association for Development (HEAD)

Malaysia: Consumers Association of Penang (CAP)

Mauritius: PAN Mauritius

Mexico: Asociación Ecológica Santo Tomás

Mozambique: Justicia Ambiental

Morocco: Moroccan Association of Health, Environment, and Toxicovigilance (AMSETox)

New Zealand/Aotearoa: Algalita

Nigeria: Foundation for the Conservation of the Earth (FOCONE)

Palestine: Palestinian Environmental Friends Association

Philippines: EcoWaste Coalition

Poland: Buy Responsibly Foundation

Republic of the Congo: Action sur l'Environnement et le Développement (AED)

Romania: Mare Nostrum

Senegal: Association pour la Défense de l'Environnement et des Consommateurs (ADEC)

Sri Lanka: Centre for Environmental Justice (CEJ)

Tanzania: Tanzania Alliance for Biodiversity (TABIO)

Thailand: Ecological Alert and Recovery Thailand (EARTH)

Tunisia: Association d'Education Environnementale pour la Future Génération (AEEFG)

Turkey: Health and Environment Alliance (HEAL)

USA: Alaska Community Action on Toxics and Wild at Heart Legal Defense Association (Taiwan)

Vietnam: Research Centre for Gender, Family and Environment in Development (CGFED)

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 Polychlorinated biphenyls..... 19

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ABSTRACT

Preproduction plastics in the size of lentils, known as plastic pellets, or nurdles, are used to make plastic products but are often lost during production, transportation, and storage. These pellets have been found on beaches all over the world since the 1970s. They can carry many different chemicals, both those that have been purposely added to the plastics and pollutants that attach (sorb) to the plastics in the environment. Some of these chemicals are especially concerning since they are known to have several negative effects on human health and the environment. In this study, plastic pellets from 23 different countries were analyzed for thirteen different types of polychlorinated biphenyls (PCBs) and ten benzotriazole UV stabilizers (BUVs). PCBs have been banned since the mid-1990s as part of the dirty dozen but are still frequently found in the environment. BUVs are frequently added to plastic products, but are known to leach out and to have endocrine-disrupting effects. All sampled PCBs and BUVs, including UV-328, were found in samples from all locations in the study. The concentrations were especially high in the samples from African countries, which illustrates how African countries often bear a heavy burden of plastic pollution, even though they are not major producers of neither chemicals nor plastics. The results from this study clearly show that beached plastics are not only bringing the physical pollution of plastic littering, but also chemical pollutants in the form of added and sorbed chemicals. Furthermore, it illustrates that plastics can play a very important role in the long-range transport of toxic chemicals.



KEY MESSAGES

- Plastics from all sampled locations contained all ten analyzed benzotriazole UV stabilizers, including UV-328
- Plastics from all sampled locations also contained all thirteen analyzed polychlorinated biphenyls
- The concentrations were especially high in African countries, even though they are not major producers of chemicals nor plastics
- The results show that with plastic pollution there is also chemical pollution
- The results also illustrate that plastics can play a very important role in the long-range transport of toxic chemicals

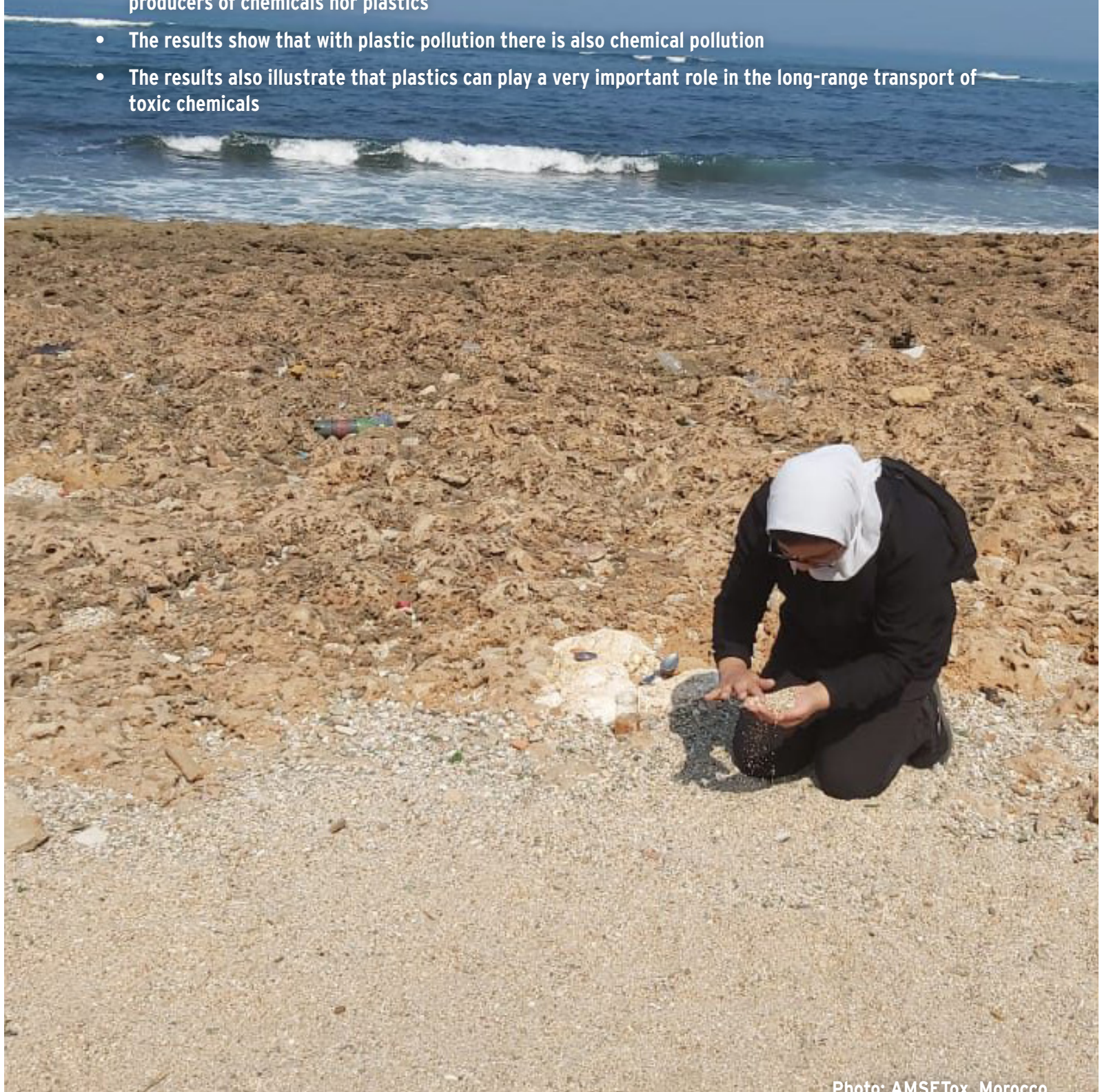
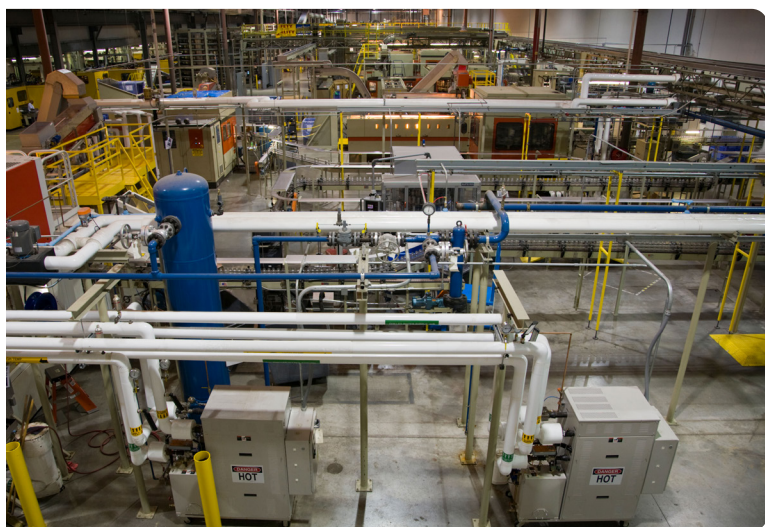


Photo: AMSETox, Morocco

BACKGROUND

The issue of plastic pellets that are discharged or spilled into the environment during production or transportation have been known for more than 50 years. Plastic pellets are small particles, 2-5 mm, of different colors. They can be made from different plastic polymers and are used to make plastic products. The pellets that are found on beaches are plastics that have been spilled into the environment, even before they became plastic products.

These pellets have been found on beaches and in open waters, all over the world, since the early 1970s (Carpenter *et al.* 1972). The researchers warned, already at that point, that the increased production of plastics, coupled with unsuitable waste management practices, would lead to an increase in plastic particles in the ocean. They also concluded that plastic particles could serve as a source of polychlorinated biphenyls in oceanic organisms, thereby flagging the potential for plastic particles to spread toxic chemicals.



Plastic pellets end up in the environment due to spills during production, transport, and storage. They can be spilled on land where rain and runoff can carry them to rivers and coastal areas, or they can be spilled

directly into the water due to shipping accidents. Once in the ocean, floating pellets can travel far with the currents, and with them they bring a wide range of chemicals. These chemicals are either added to the pellets during production or consist of environmental contaminants such as PCBs that are sorbed (attached) to the pellets in the ocean.

CHEMICALS ADDED DURING PRODUCTION

The substances used in plastics include the building blocks, i.e., plastic polymers and monomers, as well as additives. Additives are various chemicals that are used to give the plastics specific colors and properties and to protect against UV radiation that causes the plastic to degrade. Typically, additives are not bound to the actual polymer, meaning that they can leach out from the plastics during the production, use, recycle, and disposal phases of plastics.

A recent systematic review found that over 10,000 chemicals are used in plastics (Wiesinger *et al.* 2021). Of those, 2,486 substances were identified to be of potential concern, but the results of the review suggest that less than half (47%) of those substances are subject to any risk management measures (Wiesinger *et al.* 2021).

The chemicals that travel with the plastics can leach into the environment and studies have confirmed the presence of chemicals typically associated with plastics in beach sand (Kwon *et al.* 2015, Kwon *et al.* 2020), in seabirds (e.g., Tanaka *et al.* 2019, Tanaka *et al.* 2020, Yamashita *et al.* 2021), and in several species of fish (e.g., Lu *et al.* 2016, Lu *et al.* 2019, Salvaggio *et al.* 2019, Peng *et al.* 2021).

Several of the chemicals that leach from plastics have been shown to have toxic effects (Zimmerman *et al.* 2021). Ultimately, this means that any kind of plastics can carry a large set of potentially harmful chemicals with them, of which many remain unregulated.



Plastic pellets are small plastic particles, approximately 2-5 mm, (about the same size as a lentil).

The pellets can also be called nurdles and are sometimes referred to as mermaid tears.

Photo: CGFED, Vietnam

UV stabilizers are amongst the most common plastic additives. According to Wiesinger and colleagues (2021), 762 “light stabilizers” are used in plastic products. One commonly used group of light stabilizers is benzotriazole ultraviolet stabilizers (BUVs) which are, aside from in plastics, also used in several other applications such as sunscreens, cosmetics, and coatings.

Like other plastic additives, BUVs are frequently found in the environment, for example in seafood (Kim *et al.* 2011), river sediment (Kameda *et al.* 2011), marine sediment (Apel *et al.* 2018) and wastewater (Lu *et al.* 2017). They are also found in beached plastics, i.e., plastic debris that has washed up on beaches (Rani *et al.* 2017; Tanaka *et al.* 2020). Moreover, some studies suggest that BUVs are persistent in the environment (Ruan *et al.* 2012). As BUVs typically are hydrophobic, thus having a higher affinity for lipids than water, they also have the potential to bioaccumulate in the lipids of organisms and studies on different trophic levels in the marine food chain confirm that BUVs are persistent and bioaccumulating (Nakata *et al.* 2009). Their

hydrophobicity also gives them an affinity for sorbing to plastic litter in the environment, wherefore measured concentrations of BUVs in marine litter is likely to be a combination of additives and sorbed BUVs.

Plastic particles are especially frequent in seabirds, in fact, up until 2020, 180 species of seabirds had been reported to have ingested plastics (Kuhn and Franeker, 2020). This ingestion of plastic particles can in some cases lead to physical damage and death through obstruction of the gastrointestinal tract and subsequent starvation (Pierce *et al.* 2004, Roman *et al.* 2019b), as well as a higher incidence of cysts (Roman *et al.* 2019c). The ingested pellets can also provide an exposure route for chemicals used in the plastics into the birds and plastic additives, such as BUVs, are often found in seabirds (Tanaka *et al.* 2019, Tanaka *et al.* 2020b, Yamashita *et al.* 2021). Recent research shows that, although the birds can be exposed to BUVs from their feed, leaching from ingested plastic particles is also a significant exposure pathway (Tanaka *et al.* 2020b, Yamashita *et al.* 2021).

TABLE 1. SUMMARY OF INFORMATION REGARDING SAMPLED BUVs AS REPORTED IN THE EUROPEAN CHEMICALS AGENCY (ECHA) DATABASE

	Name in database	Used in	Toxicity	PBT	SVHC	POP
UV-P	2-(2H-benzotriazol-2-yl)-p-cresol	Coating products, sealants, plastic-based materials	Very toxic to aquatic life with long-lasting effects. May cause allergic skin reactions.	Under assessment	-	-
UV-PS	2-(2H-benzotriazol-2-yl)-4-tert-butylphenol	No public registered data	Unknown	-	-	-
UV-9	Oxybenzone	Cosmetics and personal care products, coating products, fillers, putties, modelling clay, finger paint	Very toxic to aquatic life with long-lasting effects	Under assessment	-	-
UV-234	2-(2H-benzotriazol-2-yl)-4,6-bis(1-methyl-1-phenylethyl)phenol	Coating products	Unknown	Under assessment	-	-
UV-320	2-benzotriazol-2-yl-4,6-di-tert-butylphenol	Plastics such as PVC and polyester	Harmful to aquatic life with long-lasting effects. May cause damage to organs through prolonged or repeated exposure, suspected of causing cancer.	Yes	Yes	-
UV-326	Bumetrizole	Coating products, adhesives, sealants, washing and cleaning products	Unknown	Under assessment	-	-
UV-327	2,4-di-tert-butyl-6-(5-chloro-benzotriazol-2-yl)phenol	Coatings, plastics, rubber and polyurethanes, cosmetics, food contact material, adhesives [1]	Harmful to aquatic life with long-lasting effects. Causes skin, eye, and respiratory irritation.	Under assessment	-	-
UV-328	2-(2H-benzotriazol-2-yl)-4,6-ditertpentylphenol	Coating products, air-care products, adhesives and sealants, lubricants and greases, polishes and waxes, and washing and cleaning products	May cause long-lasting harmful effects to aquatic life. May cause damage to organs through prolonged or repeated exposure.	Yes	Yes	Under assessment
UV-329	2-(2H-benzotriazol-2-yl)-4-(1,1,3,3-tetramethylbutyl)phenol	Air-care products, coating products, adhesives and sealants, lubricants and greases, polishes and waxes, and washing and cleaning products	Unknown	Under assessment	-	-
UV-350	2-(2H-benzotriazol-2-yl)-4-(tert-butyl)-6-(sec-butyl)phenol	Coatings, plastics, rubber and polyurethanes, cosmetics, food contact material, adhesives [1]	May cause long-lasting harmful effects to aquatic life. May cause damage to organs through prolonged or repeated exposure	Under assessment	Yes	-

PBT=Persistent, bioaccumulative, and toxic

SVHC= Substance of very high concern

POP= persistent organic pollutant

[1] Data on usage not reported in the listed database but detailed in ECHA 2020. Database: echa.europa.eu

BUVs have even been found in humans, for example in breast milk (Kim *et al.* 2019), human urine (Asimakopoulous *et al.* 2013), and fat tissue (Wang *et al.* 2015), and several BUVs possess endocrine-disrupting potential (Sakuragi *et al.* 2021). Moreover, several BUVs are under assessment as being persistent, bioaccumulating, and toxic (PBTs) (ECHA database 2021), and UV-328 is under assessment for being a persistent organic pollutant (POP), to become listed under the Stockholm Convention. Some BUVs have been more studied than others, and information about the 10 BUVs included in this study is summarized in Table 1.

CHEMICAL POLLUTANTS SORBED TO THE PLASTICS

The chemicals that are not intentionally added to the pellets but that can sorb to the plastics in the environment include legacy POPs, such as PCBs (Yamashita *et al.* 2018). PCBs have been used in several different applications, including in transformers, heat exchangers, paper, plastics, lubricating oils, and paints (Erickson and Karley 2011). PCBs consist of 209 congeners, out of which about 130 (di- to deca-PCBs) are found in commercial mixtures. Between 1930 and 1990, more than 1.3 million tons of technical PCB mixtures were produced (Breivik *et al.* 2007). Due to the toxicity and environmental persistence of PCBs the production was stopped first in Japan in 1972, then in the US 1977, and in other countries by 1993 (Breivik *et al.* 2007), after being listed among the “dirty dozen”, a group of chemicals that were categorized as POPs and banned or restricted under the Stockholm Convention (UNEP 2001).

Today, PCBs are still often found in the environment, despite being banned in most industrialized countries (Lu *et al.* 2021). Since 2005, International Pellet Watch (IPW) has used beached plastic pellets to analyze and monitor PCBs (<http://www.pelletwatch.org/>) (Takada and Yamashita 2016, IPW 2021). People from all over the world ship pellets to IPW for analysis. IPW then analyzes five subsamples and use the median value to categorize the concentration of PCB into different levels of pollution and create a database of values from around the world. The median has been found to correlate well with the concentrations in mussels as measured by Mussel Watch, a monitoring program established in the 1970s (Takada and Yamashita 2016).

Common sources of PCBs in the environment nowadays are the unintentional production in different industries such as paints (Anh *et al.* 2021), leaking from electrical transformers and contaminated sites,

and the disposal and recycling of e-wastes. The latter has especially affected less industrialized Asian countries that, prior to 2017, received over 80% of the global electronic wastes (Lu *et al.* 2021). Moreover, since many buildings were built before the bans, PCBs often appear in indoor air, including indoor air in school buildings, which is concerning, as children are more sensitive to the toxic effects associated with PCBs (Marek *et al.* 2017). Additionally, PCBs exist as legacy pollutants in the environment, often accumulating in sediment where they can be re-suspended into the water column (Ogata, 2009).



PCBs are associated with several negative effects on the environment and human health, and in 2015, PCBs became classified as carcinogenic to humans (IARC, 2015). Moreover, even though they have been banned for many years, a study from 2018 showed that they still threaten the long-term viability of most of the killer-whale population (Desforages *et al.* 2018). They are also frequent in seabirds (Yamashita *et al.* 2018, Yamashita *et al.* 2021), and a global study of PCBs in seabirds found concentrations ranging from 1-60 000 ng/g lipid (Yamashita *et al.* 2018).

Although the effects of organisms ingesting microplastics with adsorbed PCBs, and how significant that pathway is compared to other pathways, are not fully elucidated, one study showed that PCBs can transfer to simulated clean gut systems in lugworms and cod, but the transfer was reported to be biphasic (Nor & Koelmanns, 2019), meaning that if the organisms had lower body burdens of PCBs it would transfer from the plastics to the organism, but if they had higher body burdens it would transfer to the plastics from the

organism. Pellets with high concentrations of PCBs can thereby be assumed to spread PCBs to organisms/ areas that are less polluted and studies on seabirds have shown that chemicals can transfer from ingested microplastics (Tanaka *et al.* 2020).

SOURCES AND TRANSPORT OF PLASTIC PELLETS

Plastic pellets end up in the environment due to continuous small-scale spills and due to larger spills following accidents. The continuous small-scale spills can amount to millions of pellets annually, from just one production site, and have been connected to a lack of preventive routines and limited accountability for the industry (Karlsson *et al.* 2018a).



Photo: Sören Funk, Unsplash.com

Larger spills, on the other hand, are often due to accidents during transport. These spills impact large coastal areas and clean-up attempts are often partly or largely volunteer-based. In 2012, outside of Hong Kong, 150 tons of plastic pellets were spilled into the ocean (Rochmann, 2013). For three months after that, volunteers were cleaning up beaches in the area. Still, six years later, big mounds of plastic pellets were being found on those same beaches (Gravier and Haut, 2020). Regardless of whether the pollution occurs from continuous smaller spills or occasional larger spills, the cleanup of the plastics, and its associated chemicals, will be challenging.

The polluter pays principle means that the entity that is responsible for the pollution should also remedy it. Plastic pellets enter the environment even before they have become plastic products and the responsibility for that pollution therefore belongs to either the producer or the subcontractors hired for transport and/or stor-

age. There are also several international and regional policies and regulations that could be discussed in relation to plastic pellet pollution (for the EU, in part reviewed by the European Commission in 2013), (Stensgaard *et al.* 2017, and Karlsson *et al.* 2018a). The relevance of the policies depends partly on in which context the pellets are released (i.e., on land or at sea), partly on what they contain, and partly on whether they are considered as litter, industrial emissions, waste, or products.

Practically, the solutions to preventing the environmental pollution of plastic pellets are often quite straightforward. Suggested solutions include sweeping at the production and storage sites and the creation of barriers such as fences and/or filters. Still, continuous, and accidental spills are common and plastic pellets are frequently found in the environment.

Once in the environment, the floating pellets can get stuck on beaches close to the point of release (Karlsson *et al.* 2018a), and in seagrass (Carmen *et al.* 2021), but the pellets and their associated chemicals can also travel far from their point of release. Plastic pellets have been found all over the world (Fidra 2021, International Pellet Watch 2021), often on beaches that are not in any proximity to the plastic production plants.

Furthermore, a lot of floating plastics eventually sink. This can be either due to the material properties of the plastics themselves (i.e., they have a higher material density than seawater), or because the plastics get weathered and have things grow on them (Karlsson *et al.* 2018b), or because they get entangled with other debris.

AIM

The aim of this study was to investigate the presence and concentration of adsorbed PCBs and added and adsorbed BUVs in samples of beached pellets. The results will be used to highlight the concerns related to chemicals associated with plastic pellets polluting the environment and contribute to the development of recommendations on how to decrease the environmental pollution by plastic pellets and their associated chemical pollutants.

METHOD

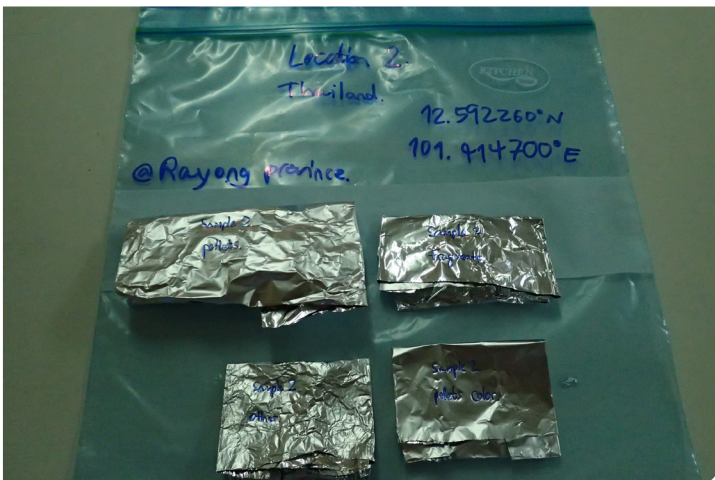
Beached pellets were collected on beaches in 31 countries. The sampling was performed by IPEN partner organizations. The organizations looked for pellets on local sandy beaches along the high-tide line.

Approximately 100 pellets were collected per location. The samples were then wrapped in aluminum foil and sent to the VSCHT laboratory in the Czech Republic. There, all samples were sorted, and subsequently sent to the Laboratory of Organic Geochemistry of Tokyo University of Agriculture and Technology, Japan. Of the collected samples, 24 were analyzed for PCBs and 22 for BUVs (Table 2).

At the laboratory in Japan the pellets were, prior to analysis, sorted using a near-infrared spectrometer (Plascan-WTM OPT Research Inc., Tokyo, Japan) into polyethylene (PE), polypropylene (PP), and other polymers. Pigmented pellets were excluded from the analysis so that, in order to analyze pellets with a consistent weathering range, pellets that had reached a

specific degree of yellowing could be chosen for analysis through comparing to internal laboratory standards (as described in Ogata *et al.* 2009).

Approximately 100 pellets were taken from each location. Those were then sorted according to the description above. Of the pellets that had the right level of yellowing and were confirmed to consist of polyethylene, five subsamples of five pellets each were taken per location for analysis. Extracts from the pellets were prepared using hexane. The extracts were subjected to acetylation, followed by fractionation by using silica gel column chromatography. PCBs (tetra- to nona-CB congeners) in apolar fraction were quantified using an ion-trap mass spectrometer fitted with a gas chromatograph (GC-MS). Thirteen congeners were quantified (CB# 66, 101, 110, 149, 118, 105, 153, 138, 128, 187, 180, 170, and 206). Details of the PCBs measurement method are available in Ogata *et al.* (2009).



Sample Collection: Plastic waste at the high-tide line was sifted for plastic pellets. Roughly 100 pellets from each location were packaged, labeled, and sent for testing. Photos: Earth Thailand

TABLE 1. SAMPLE OVERVIEW

Country	Location	Sampled by	Latitude	Longitude	BUV	PCB
Argentina	Av. Félix U. Camet 1629 Mar del Plata, Buenos Aires, Argentina.	Bios Quilmes	S 37°58' 54"	W 057°32'26"	x	x
Australia	Minim Cove	NTN	S 32°01'27"	E 115°46'15"	x	x
Bangladesh	Kalatoli Sea Beach	ESDO	N 21°14'02"	E 092°02'52"	x	x
Costa Rica	Playa Mantas	Rapal	N 09°42'22"	W 084°39'45"	x	x
Guinea	Benarés	Carbone Guinée	N 09°34'24"	W 13°36'29"	x	x
Jamaica	Fort Clarence	CARPIN	N 17°54'34"	W 076°53'00"	x	x
Kenya	Baobab beach	CJGEA	S 03°37'27"	E 39°52'28"	x	x
Malaysia	Penang straits	CAP	N 05°25'36"	E 100°19'35"	x	x
Mexico	Playas de Sánchez Magallanes en Cárdenas	Asociación Ecológica Santo Tomás	N 18°18'02"	W 093°50'38"	x	x
Morocco	Guy Ville beach	AMSETox	N 33°56'14"	W 006°56'49"	x	x
New Zealand / Aotearoa	Avon Heathcote estuary	Algalita	S 43°32'47"	E 172°42'50"	x	x
Nigeria	Finima beach	FOCONE	N 04°24'16"	E 007°08'03"	x	x
Philippines	Baseco beach	Ecowaste coalition	N 14°35'21"	E 120°57'16"		x
Poland	Poddąbie.	Buy responsibly foundation	N 54°37'33"	E 016°58'45"	x	x
Republic of Congo	Côte Sauvage	AED	S 04°49'18"	E 011°51'00"	x	x
Senegal	Plage De Hann Marinas	ADEC	N14°42'45"	W 017°25'50"	x	x
Sri Lanka	Colombo	CEJ	N 06°58'28"	E 079°52'09"	x	x
Tanzania	Coco beach	TABIO	S 06°46'28"	E 39°17'01"	x	x
Thailand	Bang Saen Beach Location	EARTH	N 13°17'54"	E 100°54'08"	x	x
Thailand	Mae Ram Phueng Beach	EARTH	N 12°35'32"	E 101°24'53"		x
Tunisia	Goulette Beach	AEEFG	N 36°59'42"	E 010°29'03"	x	x
Turkey	Uzunkum Plaiji	HEAL	N 41°10'14"	E 029°38'10"	x	x
USA	Cox Creek Texas	Wild at heart legal defence association	N 28°41'19"	W 096°31'43	x	x
Vietnam	Nguyen Tat Thanh beach	CGFED	N 16°5'29"	E 108°09'04"	x	x

Acetylated BUVs in polar fraction were measured by using a gas chromatograph equipped with a mass spectrometer (GC-MS; Agilent 7890A/5977). Details of the analysis method are available in Yamashita *et al.* (2021).

All BUVs were measured using a selected ion monitoring mode and quantified based on peak area. The concentrations of UV-326, UV-327, and UV-328 were corrected for the recoveries of the corresponding isotopically-labeled standards, whereas the other BUVs were not recovery-corrected.

Replicate aliquots were done of the pellet extracts to confirm the reproducibility with relative standard deviation (RSD) of analytical values less than 5% both for PCBs and BUVs. Recoveries were more than 80%

for both classes of compounds. A procedural blank was run in each set of five samples. LOQ is defined as analytical values less than three times the corresponding blank. For Σ13 PCBs the LOQ was normally 0.3 ng/g. For BUVs the LOQ ranged from 0.5 ng/g-pellets for UV-320 to 13 ng/g for UV-328.

To compare the concentrations with previous samples median values were used. The median values of five subsamples have previously been found to correlate with concentrations in mussels (Ogata *et al.* 2009). Additionally, it excludes sporadic high concentrations (Yamashita *et al.* 2019), thereby making it more representative of the local pollution.

RESULTS

BENZOTRIAZOLE UV STABILIZERS

All analyzed BUVs were found in subsamples from all locations. All BUVs were also found in most of the subsamples (Figure 1). The highest concentrations were found in subsamples from Morocco, Jamaica, and Congo (Figure 3). Looking instead at median levels, the highest concentrations were in samples from Congo, Tanzania, and Senegal.

BUVs were measured in a total of 110 subsamples (5x22). Each subsample was analyzed for ten different BUVs. All ten analyzed BUVs were found in subsamples from all locations. UV-P was found in all subsamples. UV-326 to 329, UV-9, and UV-PS were all found in more than 90% of the subsamples. UV-350 and 320 were found in 80% and 70% of the subsamples respectively (Figure 1).

In terms of composition, UV-327, UV-326, and UV-9 were found in the highest concentrations. They also had the highest average and median values (Figure 2).

The highest total BUV concentrations were found in subsamples from Morocco, Jamaica, and Congo (Figure 3). Those three countries are also the countries with the highest averages. Looking instead at median levels of the total BUV concentrations, the highest concentrations were in samples from Congo, Tanzania, and Senegal.

The lowest measured total BUV concentrations for most countries was below 500 ng/g. Exceptions were Australia (528 ng/g), Senegal (520 ng/g), Tanzania (751 ng/g), and Congo (1258 ng/g).

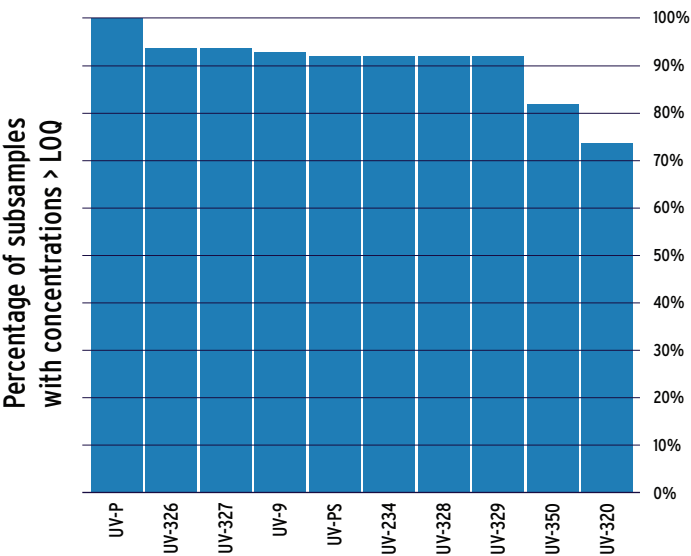


Figure 1. BUVs in pellet samples.

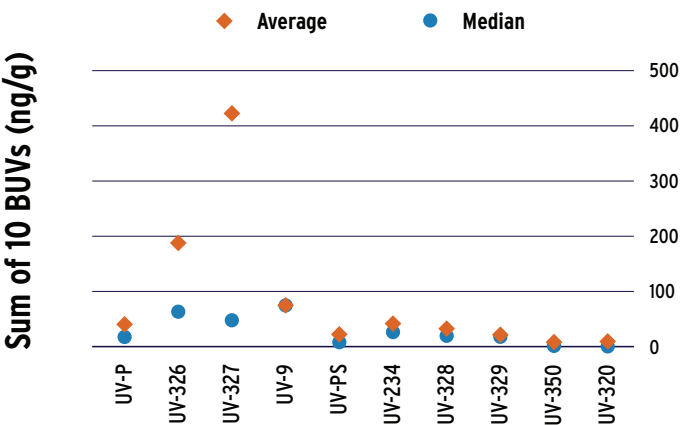


Figure 2. Averages and medians from all samples > LOQ

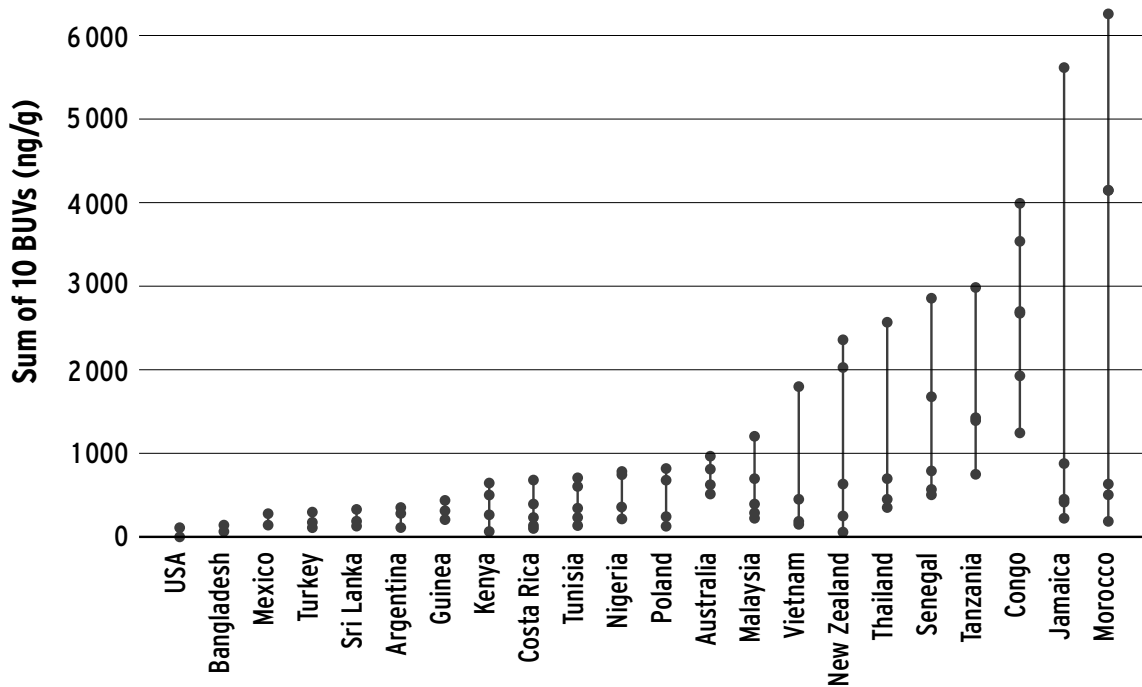


Figure 3. Concentrations of ten BUVs in subsamples of pellets from different countries.

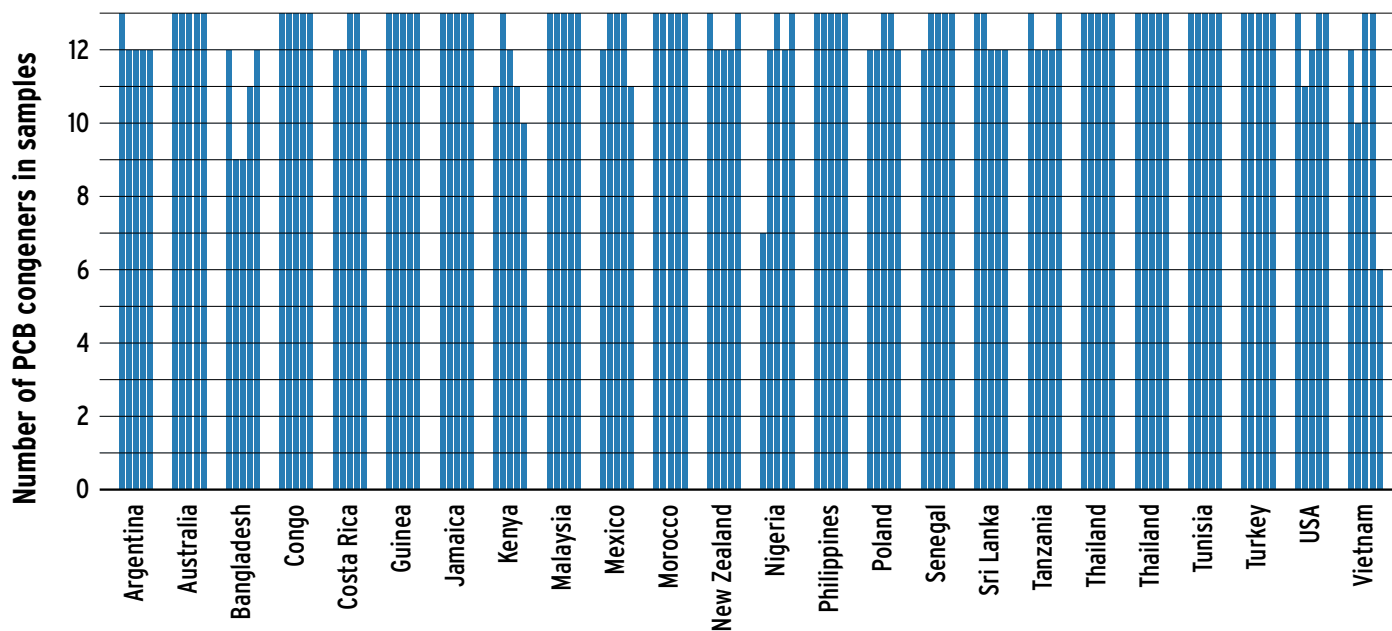


Figure 4. Number of detected PCB congeners in the samples (out of 13 total measured).

POLYCHLORINATED BIPHENYLS

All 120 subsamples had PCBs in them and all PCB congeners were present in samples from all locations (Figure 4). Samples from Senegal and Tunisia were extremely polluted (Figure 6). Samples from Tanzania, Congo and Morocco has concentrations ranging from moderately to highly polluted (Figure 6).

BUVs were measured in a total of 110 subsamples (5x22). Each subsample was analyzed for ten different BUVs.

PCBs were measured in a total of 120 subsamples (5x24). In each subsample thirteen different PCB congeners were measured. All subsamples had PCBs in them, and all measured PCB congeners were present in samples from all locations (Figure 4). 68% of all subsamples had detectable levels of all 13 PCB congeners. Regarding the PCBs composition (Appendix #), generally, penta-, hexa-, and hepta-CB congeners (i.e., CB110, 138, 180) were dominant. This pattern is similar to those observed in pellets from other locations in the world (e.g., Hosoda *et al.* 2014; Mizukawa *et al.* 2013; Yeo *et al.* 2015). The detailed composition varied among the locations. However, we could see a predominance of CB-138 and CB-180 in most of the samples and especially in samples with high PCBs con-

centrations, i.e., from Senegal, Tunisia, and Tanzania. In the pellets from these countries CB-138 accounted for more than 50% of the total for most of the samples.

Total PCB concentrations (sum of 13 congeners) in the analyzed pellet samples ranged from 1 to 4188 ng/g. In relation to the classifications used internationally by the International Pellet Watch, several subsamples and the medians of the pellets from Senegal and Tunisia would be considered extremely polluted (Figure 5).

The background level of PCBs pollution, which is derived from atmospheric transport and the long-range transport of PCBs when sorbed to floating plastics, is established at 10 ng/g. In this study, samples from three locations had concentrations corresponding to background levels. Those were found in Bangladesh (1-2 ng/g), Baobab beach, Kenya (3-9 ng/g), and Vietnam (1-10 ng/g) (Figure 6).

In Argentina (3-16 ng/g), Cox Creek Texas, USA (1-18 ng/g), Thailand (9-21 ng/g), Turkey (6-23 ng/g), Malaysia (8-35 ng/g), and Costa Rica (3-45 ng/g) the concentrations in the subsamples ranged from non-polluted to lightly polluted. In Thailand (9-68 ng/g) the concentrations ranged from non-polluted to moderately polluted.

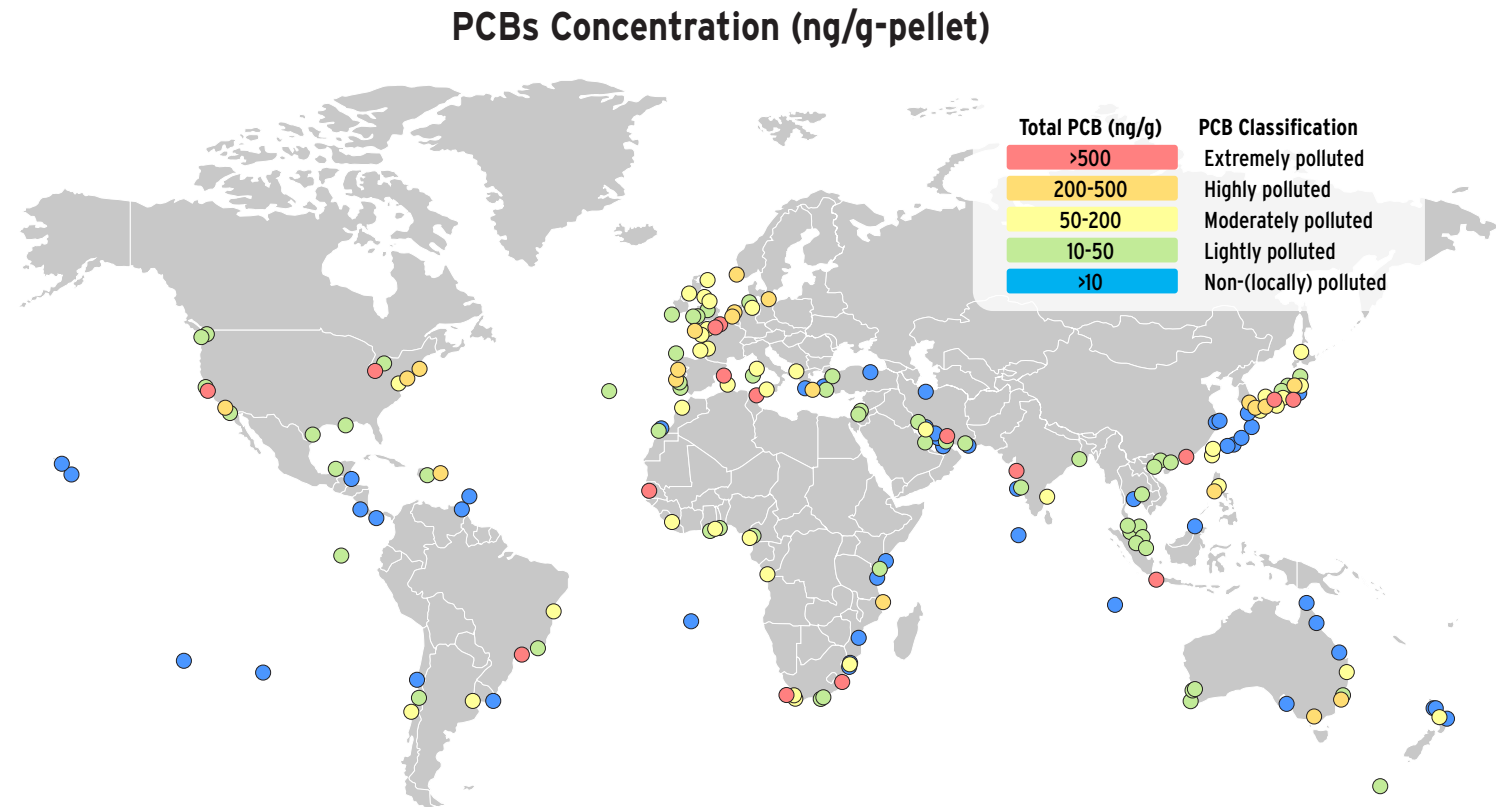
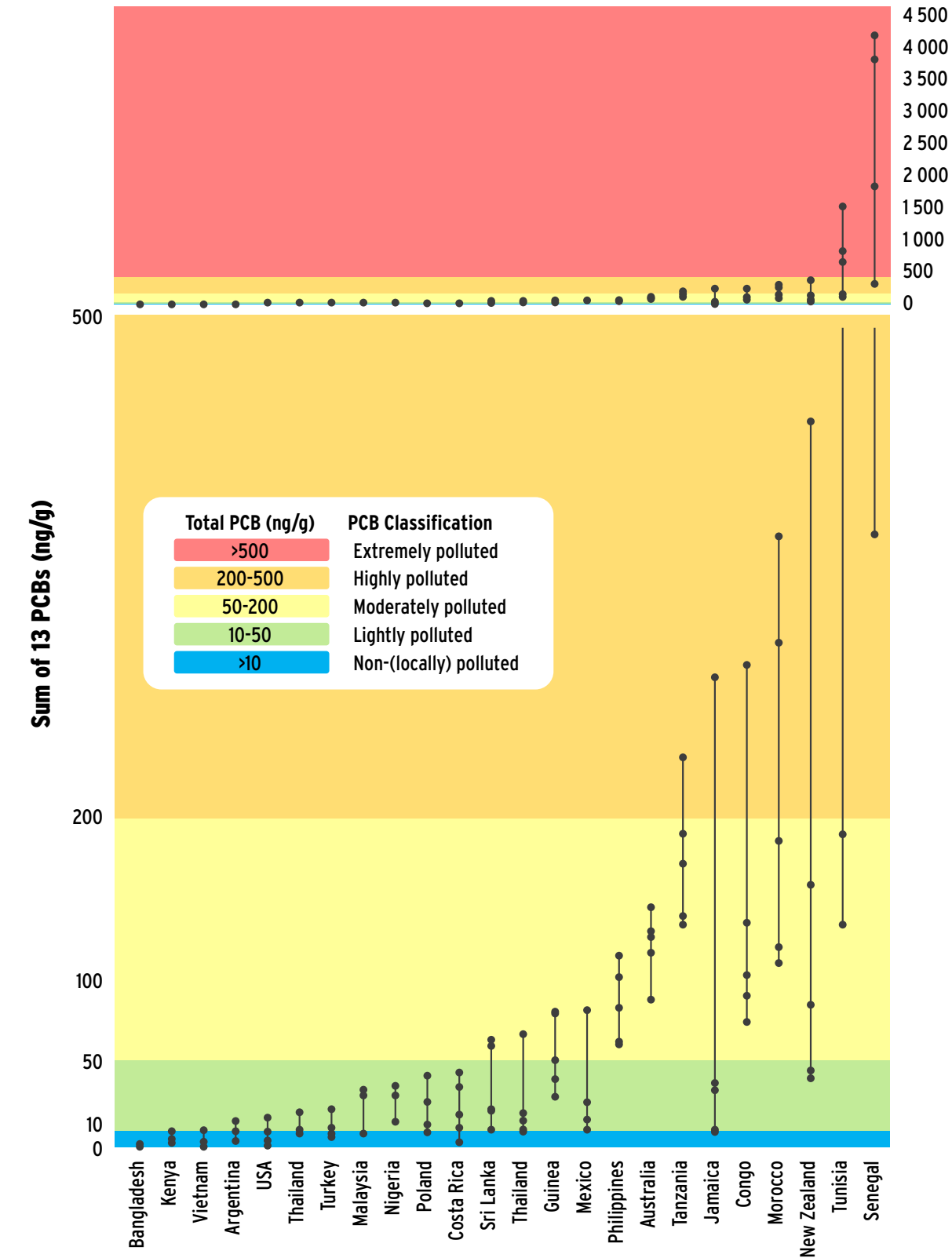


Figure 5. PCBs concentration (ng/g, median values) in plastic resin pellets around the world including samples from the current study.

Figure 6. Sum of 13 PCBs in pellets for all countries.
Bottom: Values below 500 ng/g. Top: Values scaled to include highest levels tested.



In Nigeria (15-37 ng/g) and Poland (10-43 ng/g) all subsamples had concentrations corresponding to lightly polluted.

In Sri Lanka (11-65 ng/g), Guinea (31-82 ng/g), and Mexico (11-83 ng) the concentrations ranged between lightly polluted and moderately polluted. In Jamaica (10-286 ng/g) and New Zealand/Aotearoa (42-442 ng/g) concentrations ranged from lightly polluted to highly polluted.

Subsamples from the Philippines (62-116 ng/g) and Australia (90-146 ng/g) were moderately polluted. In Tanzania (135-238 ng/g), Congo (76-294 ng/g), and Morocco (112-372 ng/g) the concentrations ranged from moderately polluted to highly polluted and in Tunisia (135-1570 ng/g) it ranged from moderately polluted to extremely polluted. In Senegal (373-4188 ng/g) all subsamples were either highly or extremely polluted.

COMBINED LEVELS OF POLLUTANTS

Detailed results for the combined levels of pollutants

The concentrations of BUVs and PCBs in the plastics did not necessarily seem to co-occur with the level of contamination on the beaches. In Guinea, for example, the sampled beach had so much plastic pollution that it covered large parts of the actual beach (Figure



Figure 7. Beach in Congo sampled by AED Congo.

8), but the concentrations of BUVs and PCBs were quite low in comparison to some of the other samples (lightly to moderately polluted PCB concentrations).

The sampled beach in Congo, however, did not have as much visual pollution (Figure 7), but the sampled pellets had among the highest concentration of BUVs among the analyzed pellets (Figure 3).



Figure 8. Beach in Guinea sampled by Carbone Guinée.

DISCUSSION

In this study the presence of additives and sorbed POPs, more specifically BUVs and PCBs, were analyzed in pellets sampled on beaches from all over the world. All analyzed BUVs and PCBs were found in samples from all locations.

BENZOTRIAZOLE UV STABILIZERS

Ten different BUVs were analyzed in samples from 22 countries. Although all BUVs were found in samples from all locations, the concentrations for the BUVs were particularly high in Congo, Tanzania, Senegal, Morocco, and Jamaica.

The concentrations of individual BUVs in this study ranged from 1-5082 ng/g-pellet. In a previous study on beach debris, collected in South Korea, the concentrations of individual BUVs ranged from 0.3-81 700 ng/g. Beach debris collected in Hawaii had concentrations ranging between 0.2-1130 µg/g (200-1 130 000 ng/g). However, both of those studies looked at plastic products or fragments of plastic products.

Regarding the composition of BUVs, the highest concentration in a subsample (5082 ng/g) and the highest average concentration (430 ng/g), were found for UV-327, which was present in 103/110 samples. UV-327 is listed as harmful to aquatic life, with long-lasting effects and is under assessment as persistent, bioaccumulating, and toxic (PBT) (ECHA 2021). Previous studies have found UV-327 in northern pike plasma (Lu *et al.* 2016) as well as in plastic debris (Rani *et al.* 2017, Tanaka *et al.* 2020a).

The highest median concentration (80 ng/g), on the other hand, was for UV-9, which was found in 102 out of 110 analyzed samples. UV-9 is listed as very toxic to aquatic life with long-lasting effects and is under assessment as a PBT (ECHA 2021). Studies have also

shown that UV-9 can have estrogenic effects (Feng *et al.* 2020).

UV-P was found in all analyzed samples and is, just like UV-9, very toxic to aquatic life with long-lasting effects. It is also under assessment as a persistent, bioaccumulating and toxic chemical (ECHA 2021) and has been shown to induce estrogenic activity in *in vitro* and computational studies (Feng *et al.* 2020). It has previously been found in preen gland oil of seabirds (Yamashita *et al.* 2021). Studies have shown that it can activate the aryl hydrocarbon pathway in zebrafish (Fent *et al.* 2014) and in humans it shows an aryl hydrocarbon receptor ligand activity. The aryl hydrocarbon receptor pathway is a pathway that is often involved in how environmental pollutants affect animals. It can act as a trigger for several different

types of effects such as hormonal imbalance, metabolic imbalance, carcinogenic activity, and developmental effects. UV-P also has a potential to bioaccumulate (Nagayoshi *et al.* 2015) and has shown androgen receptor antagonistic activities,

and estrogen receptor agonistic activities (Sakuragi *et al.* 2021), meaning that they can disturb the hormonal balance through interacting with the receptors for estrogen and androgen in different ways.

The second highest median (67 ng/g) and average (193 ng/g) were found for UV 326. UV-326 was found in 103/110 samples and is under assessment as a PBT (ECHA). It has previously been found in liver samples from Arctic seals (Lu *et al.* 2019), preen gland oil of seabirds (Yamashita *et al.* 2019), and in plastic debris (Rani *et al.* 2017, Tanaka *et al.* 2020). UV-326 can, like UV-9, activate the aryl hydrocarbon pathway in zebrafish (Fent *et al.* 2014). And just like UV-9 it has shown aryl hydrocarbon receptor ligand activity in humans with the potential to accumulate (Nagayoshi *et al.* 2015).

THE FACT THAT ALL SAMPLED BUVs WERE DETECTED IN SAMPLES FROM ALL LOCATIONS, AND THAT THEY ARE ASSOCIATED WITH SEVERAL NEGATIVE EFFECTS ON HUMAN HEALTH AND THE ENVIRONMENT, ILLUSTRATES THAT THE PROBLEMS ASSOCIATED WITH UV-328 ARE SHARED WITH SIMILAR BUVs.



The third highest average concentration was for UV-328 which was found in 101/110 samples. UV-328 is under assessment as a POP and has previously been found in samples of plastic debris (Rani *et al.* 2017, Tanaka *et al.* 2020). UV-328 has also been detected in liver tissue of a Northern Fulmar in the Arctic (Lu *et al.* 2019), as well as the double crested cormorant (Lu *et al.* 2019 b), in preen gland oil of seabirds (Yamashita *et al.* 2019), blood plasma of bottle nose dolphins (Lu *et al.* 2016), and several species of fish (Lu *et al.* 2016, Lu *et al.* 2019). UV-328 acts as an estrogen receptor antagonist (Sakuragi *et al.* 2021). Upon metabolizing, the toxicity alters and has shown a more potent anti-androgenic activity (Zhuang *et al.* 2017). It can also cause an increased reactive oxygen species production in the algae *Chlamydomonas reinhardtii* (Giraudo *et al.* 2017). UV-328 has also been shown to induce transcription of ribosomal proteins in juvenile rainbow trout, as well as downregulate genes that are involved in immune responses (Giraudo *et al.* 2020).

UV-328 is a persistent chemical with a half-life of several months, and studies in soil have revealed a half-life of 79-223 days (Lai *et al.* 2014). It has a density higher than seawater, so if the chemical is released into surface waters it will sediment and although sediment can be transported over large distances, it is often slower than surface-water transport. However, since UV-328 is frequently released into the environment

as an additive in low-density plastics, it can be transported far with surface-water transport, as evidenced by this study, where it is found in plastics on beaches all over the world.

Moreover, the fact that all sampled BUVs were detected in samples from all locations, and that they are associated with several negative effects on human health and the environment, illustrates that the problems associated with UV-328 are shared with similar BUVs. Often times, chemicals are assessed on a chemical-by-chemical basis, which is a slow process that can lead to one hazardous chemical being substituted by another equally hazardous chemical due to a lack of data for that specific chemical. By taking a class-based approach, chemicals that have similar chemical structures and properties are assessed together. Considering the many similarities between the different BUVs, and the fact that they have similar effects, a class-based approach towards BUVs would be preferable to a chemical-by-chemical approach.

POLYCHLORINATED BIPHENYLS

The concentrations of BUVs and PCBs did not correlate. But, like BUVs, samples from 24 countries were tested for 13 PCB congeners and all congeners were found in all locations. The total concentrations varied from background levels for some locations to ex-

tremely high values when compared to previous global samplings (Hirai *et al.* 2011).

Most of the locations, 21 of 24 total, had samples with PCB concentrations that were higher than 10 ng/g-pellet. This means that there must be one or more local sources of PCBs around the locations, or that the pellets have adsorbed PCBs in one location and then brought the PCBs with them to the beach.

The extreme and high levels of PCBs found in several of the samples from Africa are comparable to levels found in US, Japan, and European cities in previous studies. These areas are known to have had rapid economic and industrial growth by the 1970s, causing a considerable amount of PCBs to be produced, used, and released into coastal areas (Karapanagioti *et al.* 2011; Mizukawa *et al.* 2013; Ogata *et al.* 2009; Yeo *et al.* 2015).

Global production of PCBs mainly occurred in the US, Europe, and Russia, and approximately 97 % of this was used in the Northern Hemisphere. Africa has never been a producer or major user of PCBs, so the concentrations found in the study are simply too high to be rationalized by historical usage of PCBs on the continent (Gioia *et al.* 2011). The sample from Senegal showed extremely high concentrations of PCBs. The samples were collected at Plage De Hann in Hann Bay, an area that is surrounded with industrial activities, located near the Mbeueuss landfill in Pikine city, 27 km from Dakar. In 2014, a study demonstrated that the e-waste scrap yard was the source of PCBs in pellets collected in Ghana (Hosoda *et al.* 2014), which could be a possible source also in this case, although we have no evidence of the sources for this specific location in our study.

Tunisia had the second highest concentrations of PCBs. The sample was taken in the Gulf of Tunis. The usage of PCBs in Tunisia is not well established. In 1986, the import into Tunisia of transformers or any equipment containing PCBs was banned. However, a large number of transformers containing PCBs are still used or presently stored in unsatisfactory conditions (Barhoumi *et al.* 2014). Therefore, there is a possibility of other local sources of PCBs.

In samples from Southeast Asia, we observed moderate concentrations in Baseco Beach, the Philippines, with 68 ng/g-pellet, categorized as moderately polluted. However, Bang Saen Beach in Thailand showed

lower concentration with 16 ng/g-pellet, which can be categorized as lightly polluted. Compared to the global concentration (see Figure 5), the pollution status in Southeast Asia is comparable with previous samples that have been analyzed in the same region.

The samples from Jamaica and Mexico both have light concentrations with 27 ng/g-pellet and 16 ng/g-pellet respectively. Both these locations were located in remote areas with little to no industrial activities within the area and are at a considerable distance away from any substantial PCBs sources, which explains the low levels of PCB concentrations detected.



Photo: AEEFG, Tunisia

It should however be noted that the PCBs can have sorbed to the plastics locally or in another location prior to landing on the sampled beach. High concentrations of PCBs sorbed to the pellets have also been discussed to have a link to legacy PCBs in sediment, wherefore it is not necessarily linked to current releases of PCBs. Although the sorption and desorption of PCBs onto pellets is biphasic (meaning that PCBs both sorb and desorb from plastics) and strives towards an equilibrium, this process takes time (estimated to one year or more, according to Yamashita, 2018). It

is therefore not possible to deduce whether the PCBs sorbed to the plastics locally or have been transported from an area with high concentrations of PCBs. Comparing median concentrations across the world the high concentrations still indicate the potential of local sources of PCBs.

It is also important to note that samples were collected from one or maximum two locations per country, meaning that it does not provide a high-resolution overview of the contaminants. It does however provide a snapshot, and the high and extreme cases in some of the samples from this study do give an indication of areas that potentially have high contamination levels

of PCBs. Regulatory and remediating efforts in these areas might therefore be necessary.

It is also important to note that the samples analyzed in this study from Morocco, Congo, and Senegal had among the five highest concentrations of both BUVs and PCBs. Tanzania also had the fourth highest concentration of BUVs and Tunisia the second highest concentration of PCBs. All of these five countries are situated in Africa, where there is very limited production of chemicals and plastics. This study therefore further exemplifies how plastics move over national borders and highlights the importance of international collaborations to stop the spread of plastics and toxic chemicals in plastics.

CONCLUSIONS AND RECOMMENDATIONS

In this global study, all ten analyzed BUVs and all thirteen analyzed congeners of PCBs were found in pellets from all sampled locations. These results highlight that the preproduction plastic pellets, that are found on beaches all over the world, bring toxic chemicals with them.

The presence of several different BUVs, including UV-328, in the plastic pellets show that plastic pellet debris can increase the spread of these chemicals. Several BUVs are persistent, bioaccumulative, and toxic and have shown to act as endocrine disruptors in previous scientific studies. Taken together with the results in this study, it shows that multiple BUVs are ubiquitous contaminants that pose risks to human and environmental health. It is therefore important to take a class-based regulatory approach to prevent harm to the environment and human health from BUVs.

Measurements of PCBs, in this study, showed alarmingly high concentrations in several African countries, suggesting that there are regional sources of PCBs, possibly linked to e-waste sites. Consequently, particular attention must be paid to African countries facing problems related to legacy POPs.

Furthermore, it is important to note that the level of contamination on specific pellets is not a direct measure of the total level of contamination at that location, as some beaches are more littered than others. However, the presence of all analyzed BUVs and PCBs on all sampled beaches illustrate that it is not only the physical aspects of the litter that is polluting the beaches. These results also illustrate that even if a beach might visually have less waste plastic present, smaller amounts of visible contamination can still be accompanied with high levels of chemical pollution.

The challenges behind the situation as presented here are manifold. Plastic pellets are found all over the world and with them they carry additives and adsorbed environmental contaminants. In essence, this problematic situation can be traced back to a few key drivers.

Firstly, industries are rarely held responsible for plastic spills, even when there are regulatory frameworks that could prevent the spills if properly implemented. Secondly, banned chemicals are still ever-present in the environment due to their persistence and a lack of control mechanisms, particularly during recycling of e-wastes. And lastly, additives, such as UV stabilizers, associated with negative effects on environmental and human health, are still allowed in plastic products and frequently paired with very limited transparency.

To prevent further environmental contamination, it is therefore important that:

1. Overall production of plastics is decreased
2. Companies are held responsible to prevent and mitigate the release of plastic pellets,
3. Regulatory control mechanisms of banned chemicals are improved,
4. Additives associated with negative environmental and human health effects, such as BUVs, are substituted with safer alternatives.

Since plastic pollutants do not respect national borders, it is crucial that prevention and mitigation measures are created and implemented through international collaborations.



RECOMMENDATIONS

To tackle the problem of toxic chemical additives in plastics entering the environment, international agencies and policy makers should:

- Support the addition of UV-328 to Appendix A in the Stockholm Convention without exemptions;
- Accelerate the phase-out of ‘groups’ of toxic chemicals, rather than taking a substance-by-substance approach;
- Establish a right-to-know regulation that requires producers to publicly disclose substances and chemical additives used in products.
- Ensure that the polluter pays principle is enforced; and
- Ensure that companies involved in producing and handling pellets adopt strategies to avoid spills into the environment.

The plastics industry should:

- Establish routines to prevent the release of plastic pellets during production, transport, and storage;
- Stop adding toxic chemicals to plastics products;
- If some additives are essential for specific plastic products, the safety of those additives should be confirmed by a third-party organization; and
- List plastic ingredients, including additives, on labels and make the chemical content of plastics traceable throughout all its life and waste stages.

Overall, governments should work towards decreasing the production of non-essential plastics, including ending subsidies for fossil fuel extraction and plastic production facilities. Global agreements should prevent the release of plastics into the environment.

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www.pelletwatch.org



for a toxics-free future

www.ipen.org

ipen@ipen.org

@ToxicsFree



Seascape: the state of our oceans

Nurdles: the worst toxic waste you've probably never heard of

Billions of these tiny plastic pellets are floating in the ocean, causing as much damage as oil spills, yet they are still not classified as hazardous

Seascape: the state of our oceans is supported by

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About this content

Karen McVeigh

Twitter: @karenmcveigh1

Mon 29 Nov 2021 02:15 EST

When the X-Press Pearl container ship caught fire and sank in the Indian Ocean in May, **Sri Lanka** was terrified that the vessel's 350 tonnes of heavy fuel oil would spill into the ocean, causing an environmental disaster for the country's pristine coral reefs and fishing industry.

Classified by the UN as Sri Lanka's "**worst maritime disaster**", the biggest impact was not caused by the heavy fuel oil. Nor was it the hazardous chemicals on board, which included nitric acid, caustic soda and methanol. The most "significant" harm, according to the UN, came from the spillage of 87 containers full of lentil-sized plastic pellets: nurdles.

I've seen some of the dolphins and they had plastic particles inside. There are 20,000 families who had to stop fishing
Hemantha Withanage, environmental campaigner

Since the disaster, nurdles have been washing up in their billions along hundreds of miles of the country's coastline, and are expected to make **landfall across Indian Ocean coastlines from Indonesia and Malaysia to Somalia**. In some places they are up to 2 metres deep. They have been found in the bodies of dead dolphins and the mouths of fish. About 1,680 tonnes of nurdles were released into the ocean. It is the largest plastic spill in history, according to the [UN report](#).

Nurdles, the colloquial term for "pre-production plastic pellets", are the little-known building block for all our plastic products. The tiny beads can be made of polyethylene, polypropylene, polystyrene, polyvinyl chloride and other plastics. Released into the environment from plastic plants or when shipped around the world as raw material to factories, they will sink or float, depending on the density of the pellets and if they are in freshwater or saltwater.

They are often mistaken for food by seabirds, fish and other wildlife. In the environment, they fragment into nanoparticles whose hazards are more complex. They are the second-largest source of micropollutants in the ocean, by weight, after tyre dust. An astounding 230,000 tonnes of nurdles end up in oceans every year.



📷 Plastic pellets inside a dead fish washed ashore on a beach near Wellawatta, Sri Lanka. Photograph: Saman Abesiriwardana/Pacific Press/Rex/Shutterstock

Like crude oil, nurdles are highly persistent pollutants, and will continue to circulate in ocean currents and wash ashore for decades. They are also **“toxic sponges”**, which attract chemical toxins and other pollutants on to their surfaces.

“The pellets themselves are a mixture of chemicals - they are fossil fuels,” says Tom Gammage, at the Environmental Investigation Agency (EIA), an international campaign group. “But they act as toxic sponges. A lot of toxic chemicals - which in the case of Sri Lanka are already in the water - are hydrophobic [repel water], so they gather on the surface of microplastics.

“Pollutants can be a million times more concentrated on the surface of pellets than in the water,” he says. “And we know from lab studies that when a fish eats a pellet, some of those pollutants come loose.”



📷 Nurdles collected on Briones beach, Spain. The plastic pellets act as 'toxic sponges' attracting other chemicals to their surface. Photograph: K Berger/PA

Nurdles also act as “rafts” for harmful bacteria such as E coli or even cholera, one study found, transporting them from sewage outfalls and agricultural runoff to bathing waters and shellfish beds. The phenomenon of “[plastic rafting](#)” is increasing.

Yet nurdles, unlike substances such as kerosene, diesel and petrol, are not deemed hazardous under the International Maritime Organization’s (IMO’s) dangerous goods code for safe handling and storage. This is despite the threat to the environment from plastic pellets being known about for three decades, as detailed in a 1993 [report from the US government’s Environmental Protection Agency](#) on how the plastics industry could reduce spillages.

Now environmentalists are joining forces with the Sri Lankan government in an attempt to turn the X-Press Pearl disaster into a catalyst for change.

When the IMO’s marine environment protection committee met in London this week, Sri Lanka’s call for nurdles to be classified as hazardous goods attracted public support, with more than 50,000 people signing [a petition](#). “There is nothing to stop what happened in Sri Lanka happening again,” says Gammage.

Last year there were at least two nurdle spills. In the North Sea a broken container on the cargo ship MV Trans Carrier lost **10 tonnes of pellets**, which washed up on the coasts of Denmark, Sweden and Norway. In South Africa, a spill in August 2020 came after **an accident in 2018, which affected up to 1,250 miles (2,000km) of coastline**. Only 23% of the 49 tonnes that were spilled were recovered. In 2019, **342 containers of plastic pellets spilled into the North Sea**.

Awareness is growing about the huge threat posed by the tiny pellets. Last year two environmental protesters in the US were [charged under a Louisiana state law with "terrorising" a plastics industry lobbyist](#) when they left a box of nurdles outside his house as part of a campaign to stop the Taiwan-based Formosa Plastics opening a factory in Louisiana.

The nurdles came from another Formosa plant in Texas, which had spilled vast amounts of the pellets into Lavaca Bay on the Gulf of Mexico (Formosa agreed to pay \$50m to settle a lawsuit for allegedly violating the Clean Water Act). The charges against the activists, which carried a 15-year prison term, were later dropped.



📷 A dead sea turtle washed ashore at Ratmalana, Sri Lanka. The spillage is thought to have killed 470 turtles, 46 dolphins and eight whales. Photograph: Chamila Karunaratne/EPA

Such incidents are preventable, campaigners say. "The sinking of the X-Press Pearl - and spill of chemical products and plastic pellets into the seas of Sri Lanka - caused untold damage to marine life and destroyed local livelihoods," says Hemantha Withanage, director of the Centre for Environmental Justice in Sri Lanka. Consumption of fish, the main protein source for 40% of Sri Lankans, has reduced drastically, he says. "It was a huge accident and unfortunately there's no guidance from the IMO."

Classifying nurdles as hazardous - as is the case for explosives, flammable liquids and other environmentally harmful substances - would make them subject to strict conditions for shipping. "They must be stored below deck, in more robust packaging with clear labelling," says Tanya Cox, marine plastic specialist at the conservation charity Flora & Fauna International. "They would also be subject to disaster-response protocols that can, if implemented in the event of an emergency, prevent the worst environmental impacts."

But the nurdle can has been kicked down the road, with the IMO secretariat referring the issue to its pollution, prevention and response committee, which meets next year. Campaigners said it was disappointing that the Sri Lankan proposal was not properly discussed. The EIA's Christina Dixon said: "The attitude of the committee members was extraordinary and showed a callous disregard for plastic pollution from ships as a threat to coastal communities, ecosystems and food security. This is simply unacceptable."

Meanwhile, the cleanup continues in Sri Lanka. Some of the 470 turtles, 46 dolphins and eight whales washing ashore have had nurdles in their bodies, says Withanage. While there is no proof the nurdles were responsible, he says: "I've seen some of the dolphins and they had plastic particles inside. There are 20,000 families who have had to stop fishing."

"The fishermen say when they dip [themselves] into the water, the pellets get into their ears. It's affected tourism, everything."

I hope you appreciated this article. Before you move on, I was hoping you would consider taking the step of supporting the Guardian's journalism.

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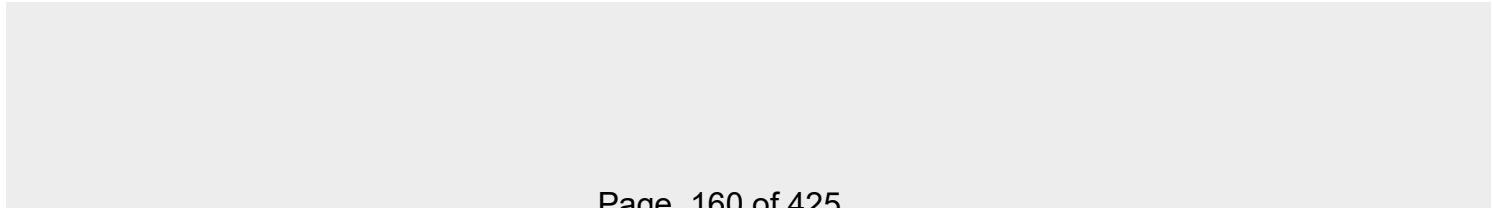
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Update: Bishop Road Landfill Fire

City of South Fulton, Georgia

The Agency for Toxic Substances and Disease Registry (ATSDR) created this fact sheet to: provide you the results of our review of the air samples taken from the landfill fire; answer your questions about the health effects of breathing smoke from the Bishop Road landfill fire; and provide steps you can take to help protect your health.

The Bottom Line

- Most people should not have long term health problems caused by breathing smoke from this fire.
- In the short term, smelling the odors from the smoke may cause nausea and headaches, or irritate your throat and eyes. These symptoms should improve when leaving the fire area.
- In the short term, symptoms such as irritation of the nose and eyes and shortness of breath may worsen in people who have existing breathing problems or heart conditions after breathing smoke from the fire.



ATSDR staff checks air-monitoring equipment

What did ATSDR do?

ATSDR collaborated with the U.S. Environmental Protection Agency (EPA) and the Georgia Environmental Protection Division (EPD) to evaluate the results of air samples collected near the Bishop Road Landfill Fire to see if breathing smoke from the fire could affect people's health. The samples were tested for:

- Particulate matter (PM) – very small particles in the air
- Volatile and Semi-Volatile Organic Chemicals (VOCs) – chemicals that evaporate into the air easily
- Hydrogen Sulfide (H₂S) – gas that smells like rotten eggs
- Carbon Monoxide (CO) – clear, odorless gas
- Metals

What did ATSDR find?

ATSDR made the following conclusions based on samples collected from November 16 – 18, 2018:

- Most people will not experience any long term health effects from the smoke.
- Short term exposure may cause nausea and irritation of the nose, eyes, and throat. These symptoms should pass when the exposure to the smoke stops.
- Some people are more sensitive to breathing smoke or smelling odors. They may have the following problems:
 - » Coughing
 - » Nausea
 - » Trouble breathing normally
 - » Stinging eyes
 - » Scratchy throat
 - » Runny nose
 - » Irritated sinuses
 - » Wheezing and shortness of breath
 - » Chest pain
 - » Headaches
 - » An asthma attack
 - » Tiredness
 - » Fast heartbeat
- Most symptoms will improve after you quit breathing the smoke.



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Agency for Toxic Substances
and Disease Registry

What steps can I take to reduce my exposure to smoke?

- Some people are more sensitive to breathing smoke or smelling odors, including children under 18 years of age and people over 65 years old. Stay indoors when you see or smell smoke, especially if you have respiratory problems such as asthma, Chronic Obstructive Pulmonary Disease (COPD), emphysema, or heart disease.
- Talk to your health care provider if you notice your respiratory or heart problems getting worse. Work with your doctor to manage your symptoms while the fire is burning. ATSDR can provide contacts for your doctor to consult with specialists familiar with health effects caused by exposure to chemicals and smoke.
- Reduce outdoor activities or do them more slowly, when possible, if you see or smell smoke or experience irritation or other problems described earlier.
- Close the doors and windows of your house to keep smoke from getting inside.
- Follow the recommendations of your local or state health department.



Smoke from landfill fire

Next Steps

ATSDR will:

- continue to evaluate air sample results when requested by EPA or EPD.
- answer environmental health questions for community members and health care providers.
- continue to work with EPD to address public health issues.

Contact EPD if you have general questions about the fire.

James Cooley

Director of District Operations, EPD

Phone: 404-651-7807

Email: james.cooley@dnr.ga.gov

How can I find out more?

Contact ATSDR if you have health questions about the fire.

Leann Bing

Leann Bing, Regional Representative,
ATSDR

Phone: 404-562-1784

Email: lbings@cdc.gov

The Agency for Toxic Substances and Disease Registry (ATSDR) is a federal public health agency of the U.S. Department of Health and Human Services in Atlanta, Georgia. Our mission is to protect communities from harmful health effects related to exposure to natural and man-made hazardous substances in the environment.



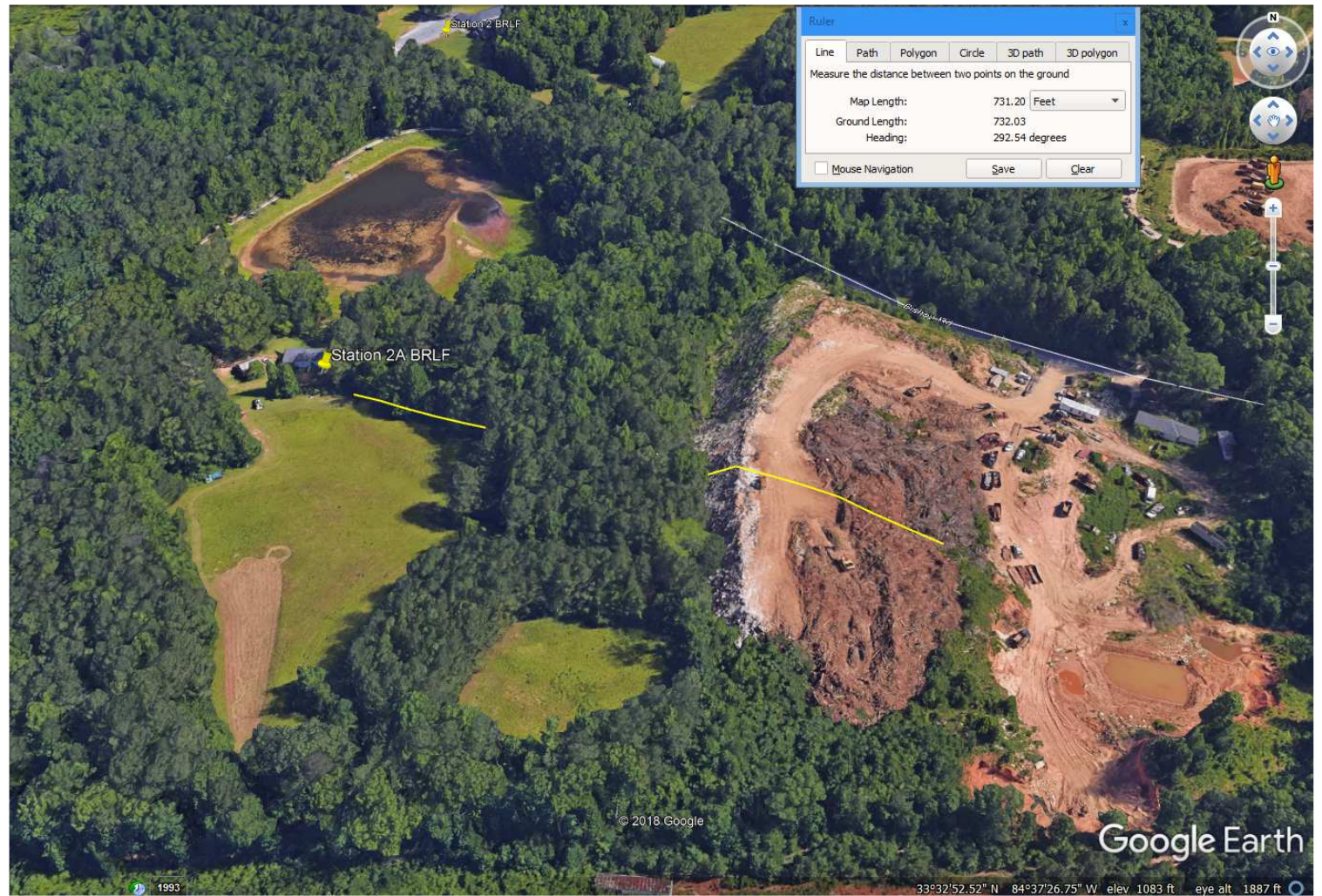
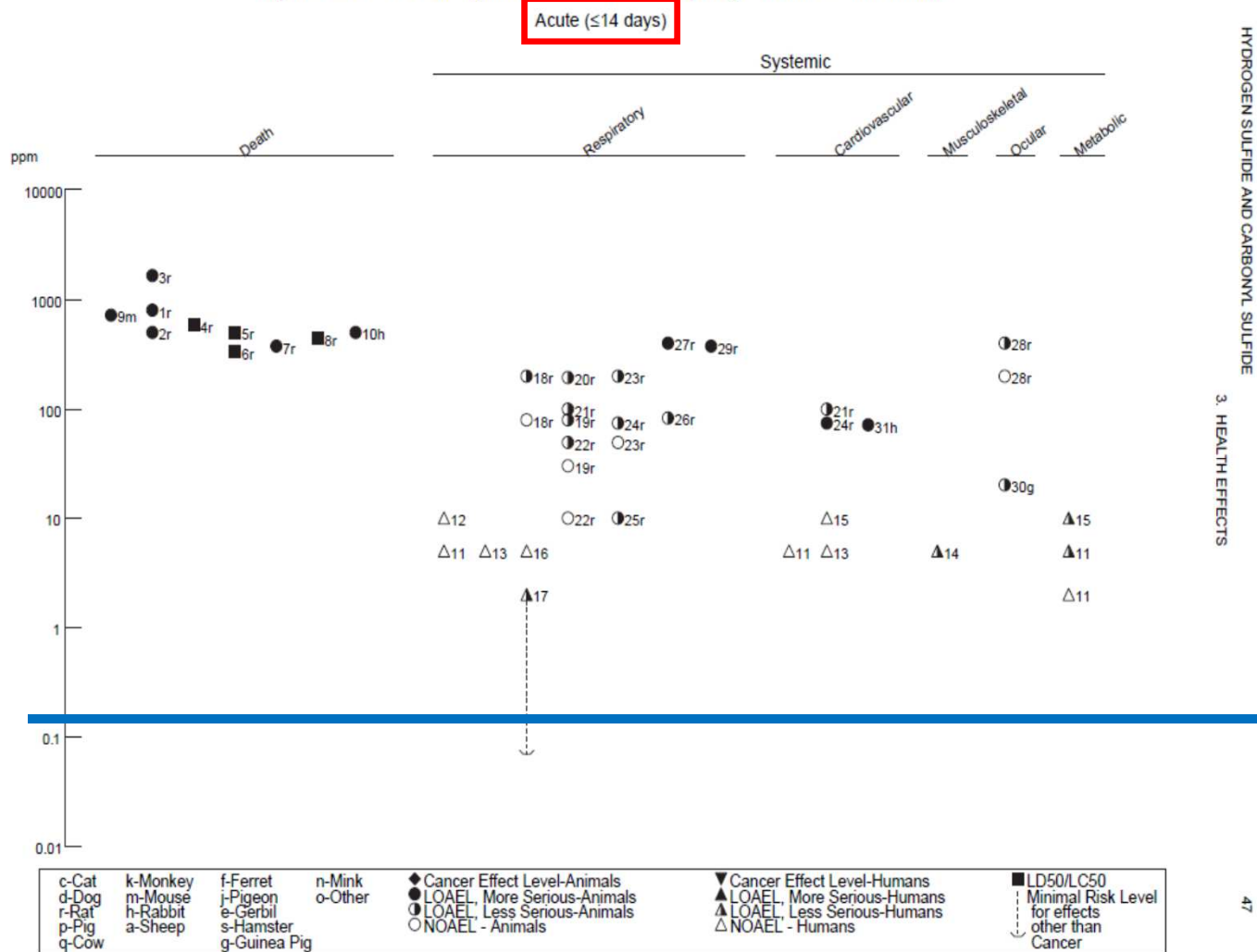
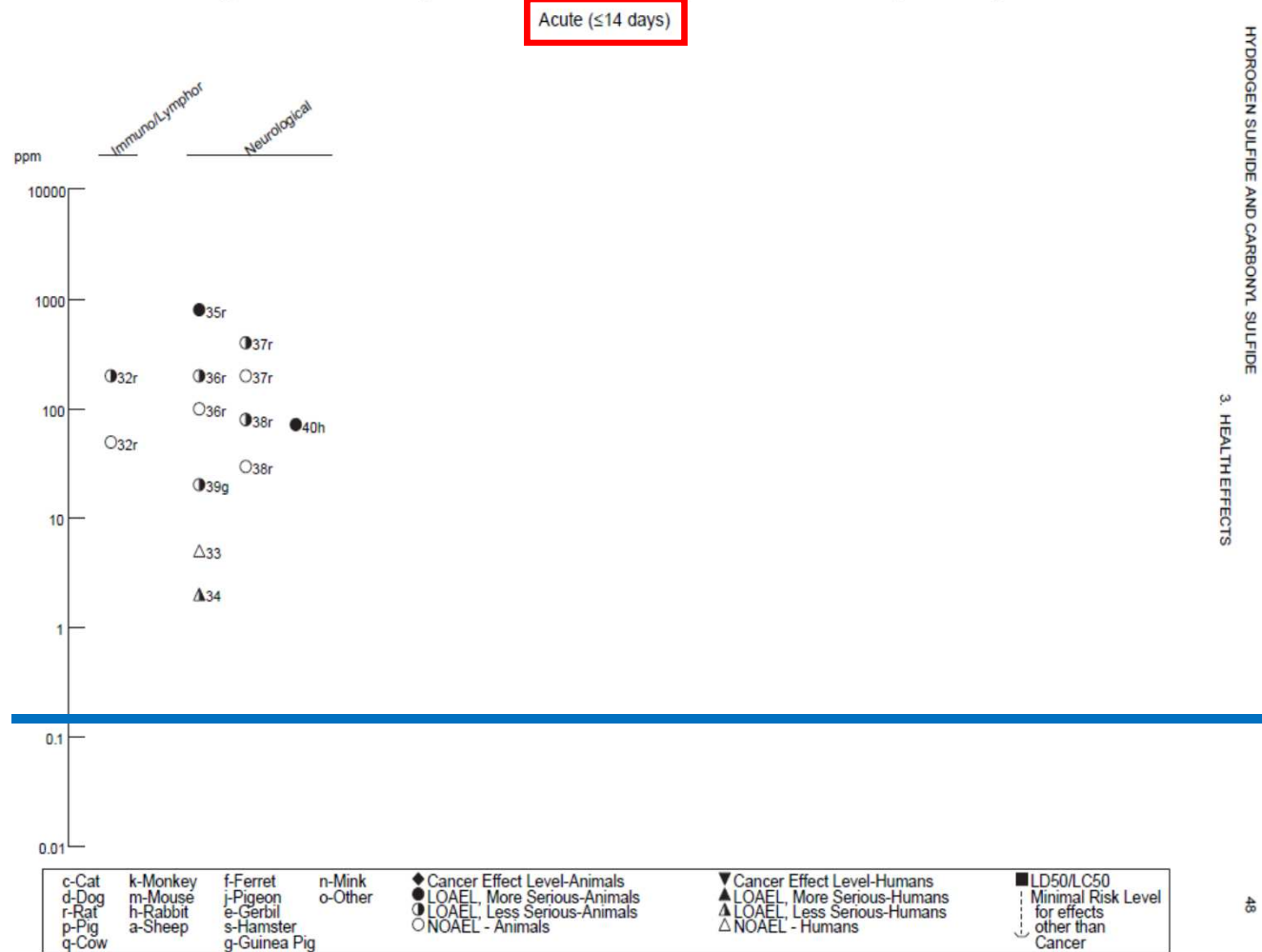


Figure 3-1 Levels of Significant Exposure to Hydrogen Sulfide - Inhalation



BRLF

Figure 3-1 Levels of Significant Exposure to Hydrogen Sulfide - Inhalation (Continued)



BRLF

Figure 3-1 Levels of Significant Exposure to Hydrogen Sulfide - Inhalation (Continued)

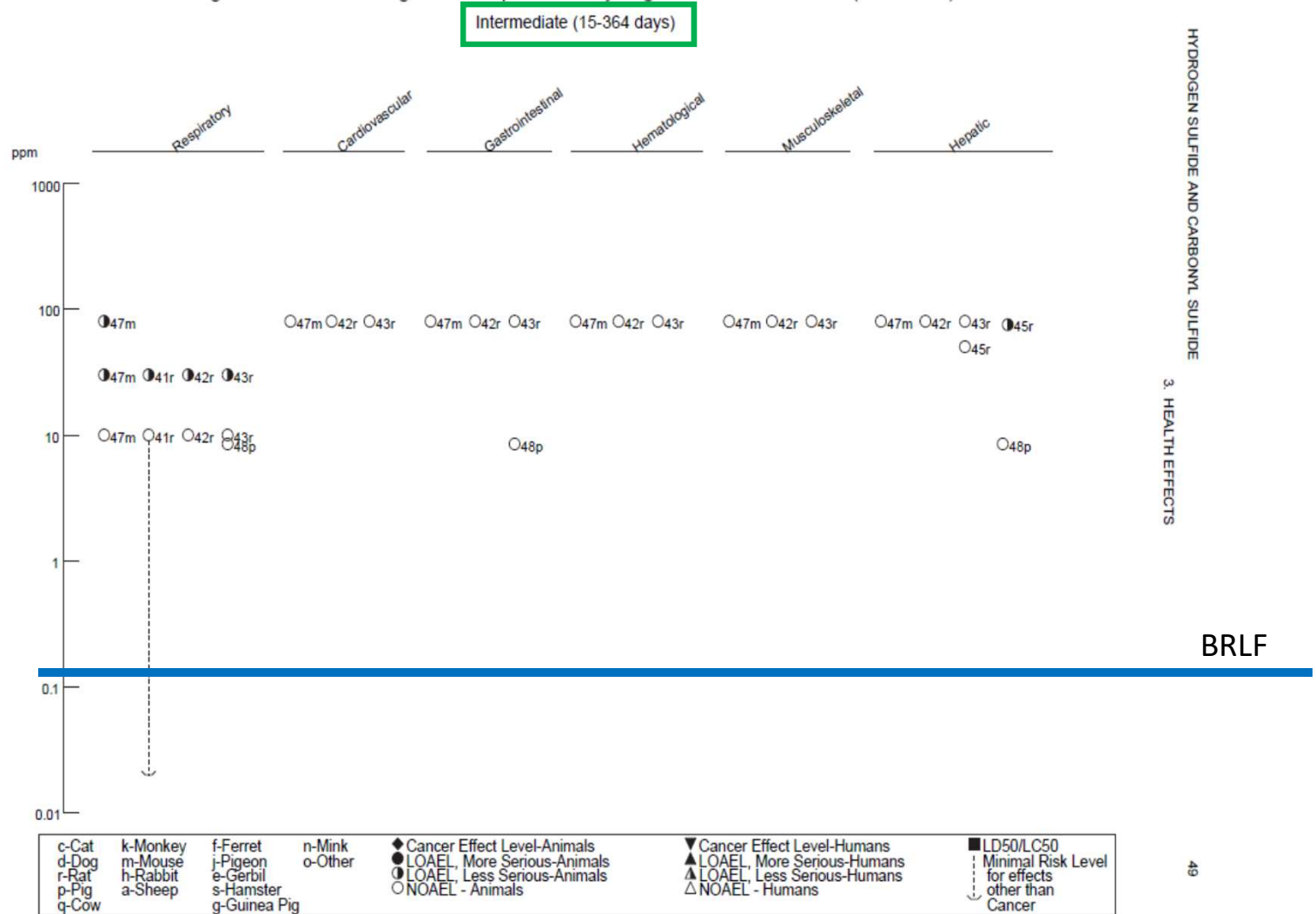


Figure 3-1 Levels of Significant Exposure to Hydrogen Sulfide - Inhalation (Continued)

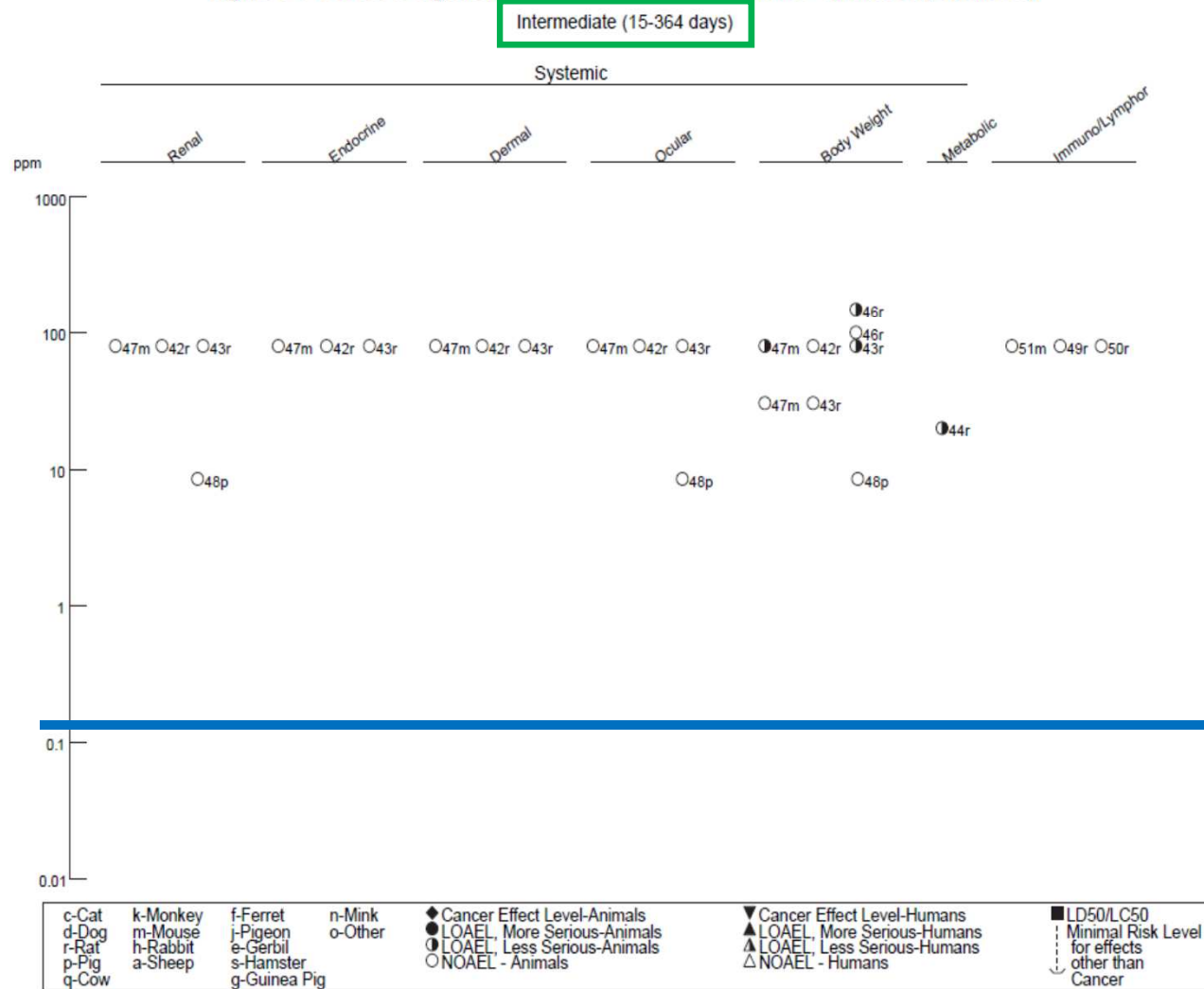
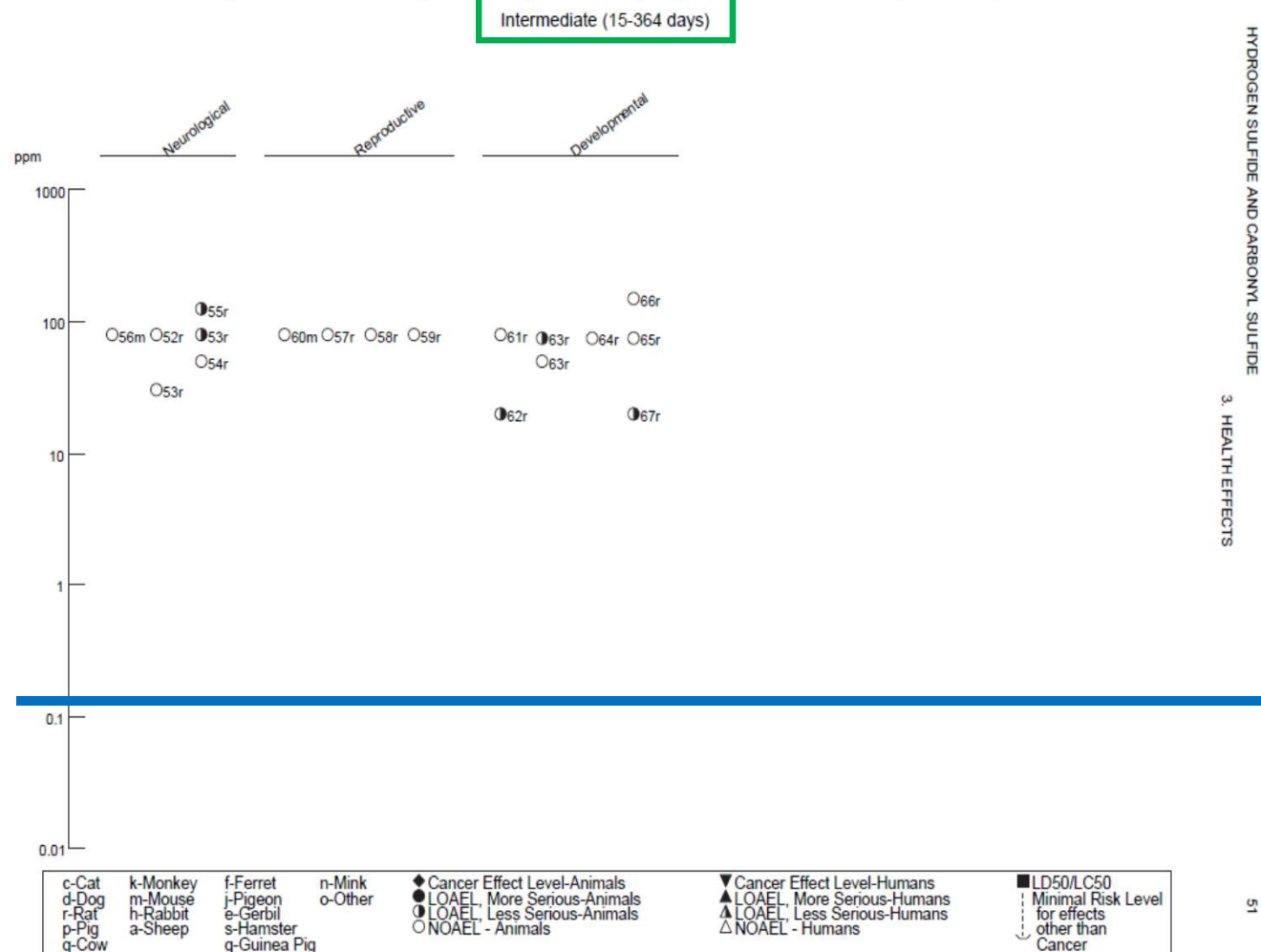
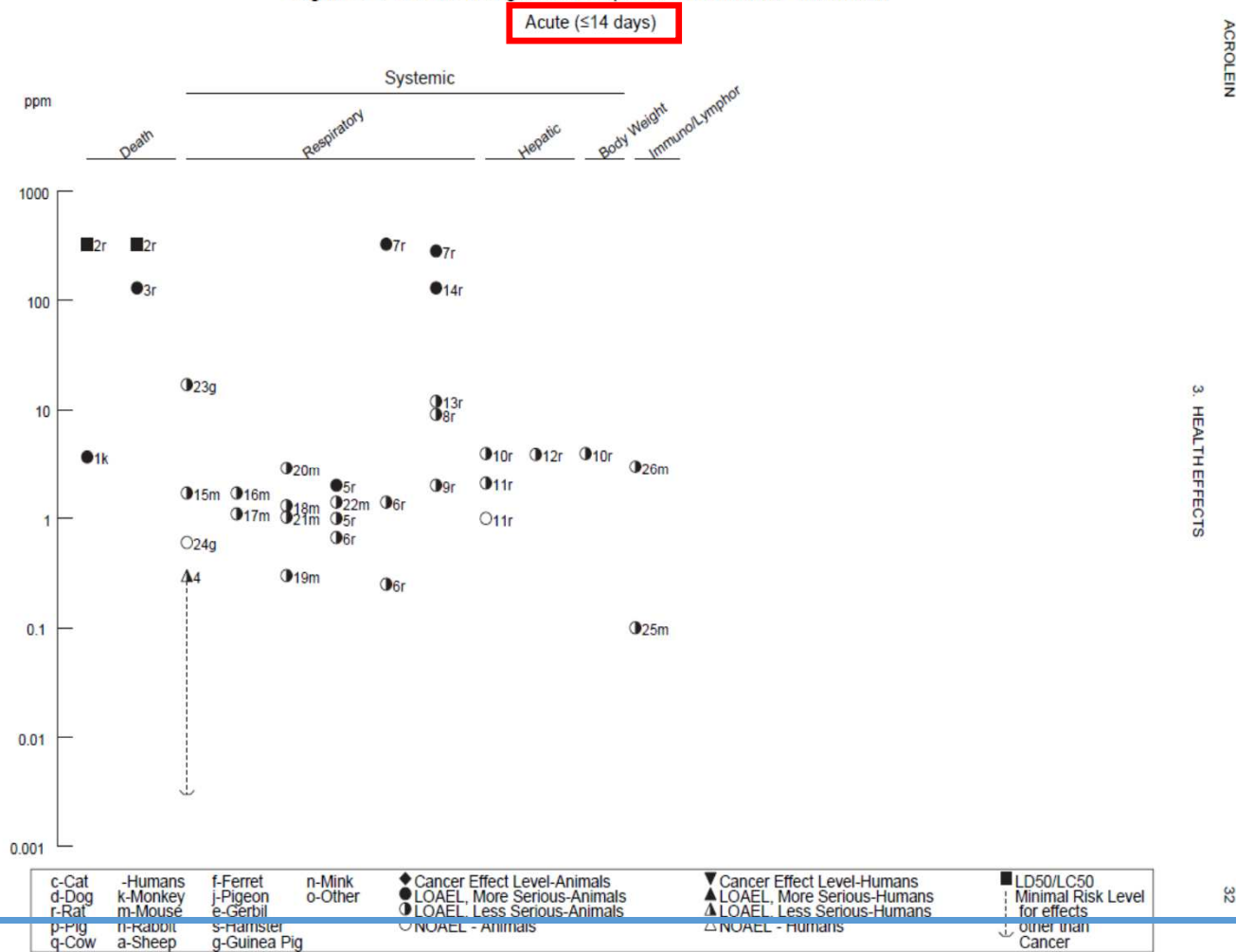


Figure 3-1 Levels of Significant Exposure to Hydrogen Sulfide - Inhalation (Continued)



BRLF

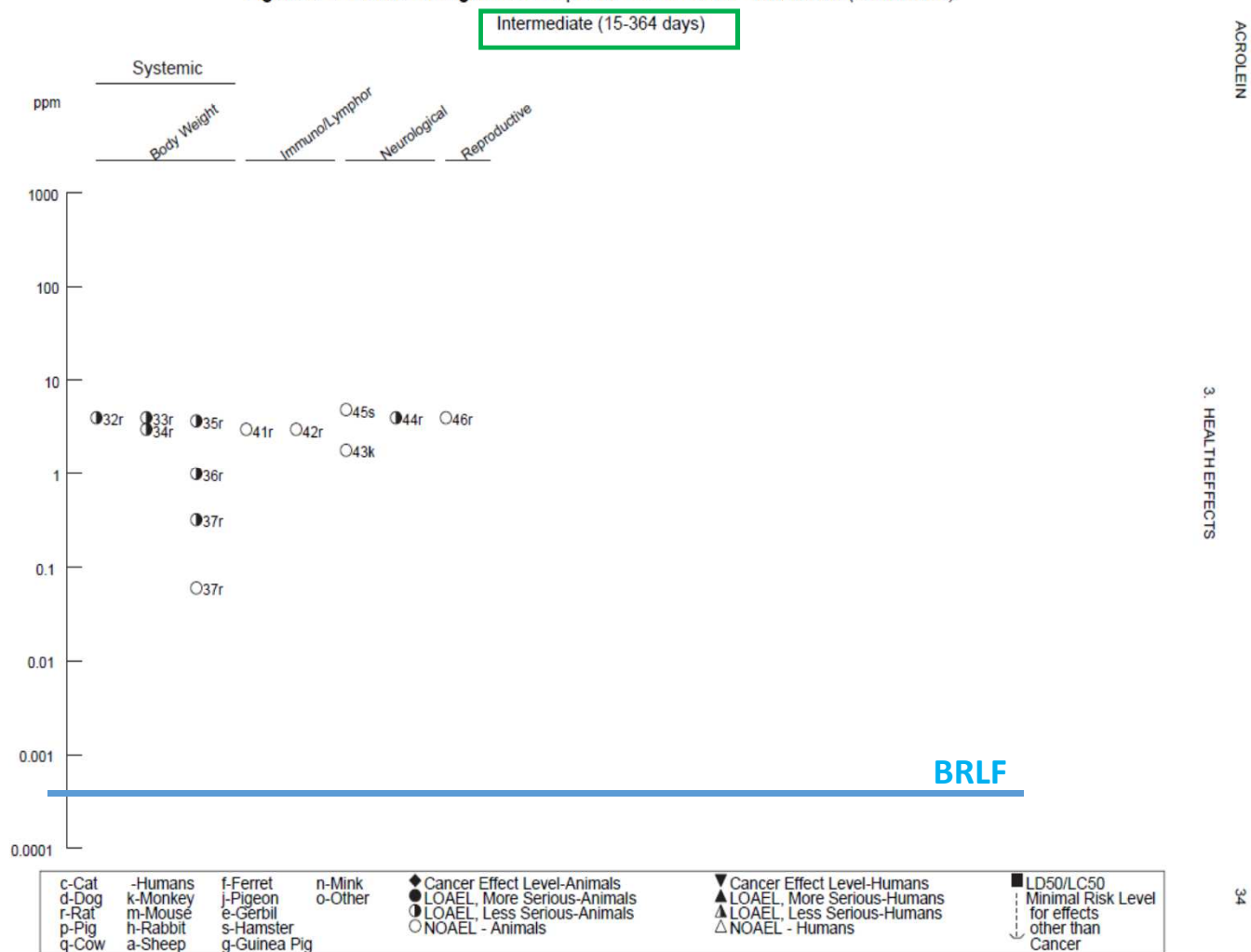
Figure 3-1 Levels of Significant Exposure to Acrolein - Inhalation



Intermediate (15-364 days)



Figure 3-1 Levels of Significant Exposure to Acrolein - Inhalation (Continued)





GEORGIA

DEPARTMENT OF NATURAL RESOURCES

ENVIRONMENTAL PROTECTION DIVISION

Richard E. Dunn, Director

Mountain District
4244 International Parkway
Suite 114
Atlanta, Georgia 30354
404-362-2671

July 6, 2017

Certified Mail
7007 1490 0002 5498 3737

T. Ross Bullock
7635 Bishop Road
Fairburn, Georgia 30213

RE: Notice of Violation
Open Dumping
Fulton County

Mr. Bullock:

The Environmental Protection Division (EPD) has discovered dumping of solid waste on your property located at 7635 Bishop Road, Fairburn, Georgia in Fulton County. On June 29, 2017, representatives of the EPD conducted a site visit in response to a complaint and discovered dumping of solid waste at the referenced location. This is a violation of the Georgia Comprehensive Solid Waste Management Act and the Rules promulgated thereunder.

Section 391-3-4-.04(4-c) of the Georgia Rules for Solid Waste Management Act states: "No solid waste may be disposed of by any person in an open dump, nor may the person cause, suffer, allow, or permit open dumping on his property."

You are hereby requested to remove of all accumulated solid waste from the subject property within thirty (30) days of receipt of this letter. Please note that future enforcement action could follow. Remember, all of the solid waste removed from the site must be taken to a state approved solid waste disposal site. Disposal receipts for the waste that is removed must be submitted to this office

The Environmental Protection Division will appreciate your cooperation in promptly addressing this matter. If you have any questions regarding this letter, please contact Patrick Brand at (404) 362-2671.

Sincerely,

Brian Boutelle, Program Manager
Mountain District – Atlanta Office

S:\DATA-NGR\MTN-DIST\BRAND\SW\DEKALB\SW-B&B CONSTRUCTION NOV 7-3-17.DOCX



ENVIRONMENTAL PROTECTION DIVISION

Richard E. Dunn, Director

**Mountain District
4244 International Parkway
Suite 114
Atlanta, Georgia 30354
404-362-2671**

January 12, 2018

Certified Mail

7011 1570 0000 7476 0547

T. Ross Bullock
7635 Bishop Road
Fairburn, Georgia 30213

RE: Notice of Violation
Open Dumping
Fulton County

Mr. Bullock:

The Environmental Protection Division (EPD) has discovered dumping of solid waste on your property located at 7635 Bishop Road, Decatur, Georgia in Fulton County. On November 3, 2017 and January 10, 2018, representatives of the EPD conducted a site visit in response to a complaint and discovered dumping of solid waste at the referenced location. This is a violation of the Georgia Comprehensive Solid Waste Management Act and the Rules promulgated thereunder.

Section 391-3-4-.04(4-c) of the Georgia Rules for Solid Waste Management Act states: "No solid waste may be disposed of by any person in an open dump, nor may the person cause, suffer, allow, or permit open dumping on his property."

You are hereby requested to remove all accumulated solid waste from the subject property within thirty (30) days of receipt of this letter. Please note that future enforcement action could follow. Remember, all of the solid waste removed from the site must be taken to a state approved solid waste disposal site. Disposal receipts for the waste that is removed must be submitted to the office.

The Environmental Protection Division will appreciate your cooperation in promptly addressing this matter. If you have any questions regarding this letter, please contact Patrick Brand at (404) 362-2671.

Sincerely,

Brian Boutelle, Program Manager
Mountain District – Atlanta Office



GEORGIA

DEPARTMENT OF NATURAL RESOURCES

ENVIRONMENTAL PROTECTION DIVISION

Richard E. Dunn, Director

Mountain District
4244 International Parkway
Suite 114
Atlanta, Georgia 30354
404-362-2671

MEMORANDUM

TO: Richard E. Dunn, Director

THROUGH: Lauren Curry
Deputy Director

James Cooley
Director of District Operations

Mick Smith
District Manager

FROM: Brian Boutelle
Program Manager

DATE: October 22, 2018

SUBJECT: Administrative Order EPD- AO-SW-2812
B & B Construction, Inc.
7635 Bishop Road
Fairburn, GA; Fulton County

Attached is an Administrative Order for Mr. T. Ross Bullock to address failure to obtain a solid waste handling permit; open dumping of solid waste; failure to demonstrate compliance with the materials recovery rule; failure to submit a NOI for coverage under the Industrial Stormwater Permit; and failure to comply with Consent Order EPD-SW-2587.

On October 15, 2018, the Environmental Protection Division presented a proposed Consent Order to Mr. T. Ross Bullock with a seven (7) day response requirement. During delivery of the proposed Order, Mr. Bullock indicated that he would not be responding to the Order. Although EPD has sought cooperation with the respondent through meetings, follow up visits, previously issued Consent Order EPD-SW-2587, and a proposed Consent Order, compliance has not been met.

Based on exhaustive efforts by EPD to gain compliance, we are requesting the issuance of Administrative Order No. EPD- AO-SW-2812.

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BISHOP ROAD LANDFILL FIRE



FAIRBURN, GA - REGION IV



Site Contact:

Kevin Eichinger
Federal On-Scene Coordinator
eichinger.kevin@epa.gov

7635 Bishop Road
Fairburn, GA 30213
response.epa.gov/BishopLandfillFire

Latitude: 33.5476940
Longitude: -84.6226870
NRC#: 1230369

[KML](#) | [RSS](#) | [location](#) | [area map](#) | [bookmark](#)

The Georgia Environmental Protection Division (GAEPD) contacted the EPA and the Agency for Toxic Substance Disease Registry (ATSDR), requesting assistance with air monitoring at the large smoldering landfill fire. The fire has varied greatly in intensity during the past several weeks, and there have been impacts to residents, business and schools. The EPA and Superfund Technical Assessment and Response Team (START) contractors prepared equipment on Thursday, November 15 and deployed to the Site on November 16.

For additional information, visit the [Notices](#) section.

RESOURCES

Notices

[Response Summary...](#)
[List All...](#)

Images

None for
this site

Documents

[ATSDR Fact Sheet #2...](#)
[ATSDR Site Specific Fact Sheet...](#)
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2019 - EPA OSC
Response

BISHOP ROAD LANDFILL FIRE

[All Notices \[1\]](#) 

CATEGORIES

[All Notices](#)

[Site Update](#)

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Notices 	Posted	Category
Response Summary	2/7/2019	Site Update
On November 14, 2018, the Georgia Environmental Protection Division (GAEPD) contacted the EPA and the Agency for Toxic Substance Disease Registry (ATSDR), requesting assistance with air monitoring at the large smoldering landfill fire. The EPA and Superfund Technical Assessment and Response Team (START) contractors prepared equipment on Thursday, November 15 and deployed to the Site on November 16. The EPA and START contractors arrived onsite and established three air monitoring stations; one on an adjacent vacant property south of the fire, one on an adjacent residential property north of the fire and one upwind on a residential property near the Bear Creek Middle School. Oxygen, explosive gas, carbon monoxide, hydrogen sulfide, volatile organic compound (VOC) and particulate monitors were deployed. The monitors ran continuously through the evening of November 18 for approximately 55 hours. On November 17 and 18, ambient air sampling was conducted at the property line of the Site, as close to the smoke plume as feasible without trespassing. The sampling ran for eight hours and covered both daytime and nighttime hours. Background, upwind sampling also occurred. The collected air samples will be sent off to an analytical laboratory for the following analyses: 1. Asbestos 2. Volatile Organic Compounds (VOC) 3. Semi-Volatile Organic Compounds 4. Dioxins 5. Formaldehyde 6. Phosgene 7. Target Analyte List (TAL) Metals 8. Mercury Air monitoring and air sampling data was reviewed, validated and summary tables were sent to GAEPD and ATSDR for review and action. Air Monitoring Summary: 11/16/2018, 1010 hours through 11/17/2018 0800 hours - Particulate (PM 2.5) concentrations unhealthy for sensitive populations southeast of the fire. 11/17/2018, 2000 hours through 11/18/2018, 0800 hours - Particulate (PM 2.5) concentrations unhealthy for sensitive populations northwest of the fire. Air Sampling Event Summary: The EPA Regional Screening Levels were exceeded for the following compounds at the downwind sampling location: 1. Formaldehyde 2. Phosgene 3. Acrolein 4. Benzene 5. Ethylbenzene 6. Naphthalene The following compounds were detected but the concentrations did not exceed the EPA Regional Screening Levels: 1. Aluminum 2. Barium 3. Sodium 4. 1,2,4-Trimethylbenzene 5. Acetone 6. Acetonitrile 7. Carbon Disulfide 8. Chloromethane 9. Cyclohexane 10. Ethyl Acetate 11. Heptane 12. Hexane 13. m-p-Xylenes 14. Methyl Ethyl Ketone 15. Methylene Chloride 16. o-Xylene 17. Propylene 18. Styrene 19. Tetrachloroethane 20. Tetrahydrofuran 21. Toluene		

Summary sheets and air monitoring/sampling results have been sent to GAEPD and ATSDR. ATSDR has published public information fact sheet.



Bishop Road Landfill Fire

Fairburn, Georgia

The Agency for Toxic Substances and Disease Registry (ATSDR) created this fact sheet to answer your questions about the health effects of breathing smoke from the Bishop Road Landfill Fire and steps you can take to help protect your health.

What is ATSDR doing?

ATSDR is collaborating with the U.S. Environmental Protection Agency (EPA), and the Georgia Environmental Protection Division (GA EPD) to evaluate the results of air samples collected near the Bishop Road Landfill Fire to see



ATSDR staff checks air-monitoring equipment

if breathing smoke from the fire could affect people's health. The samples were tested for:

- Particulate matter (PM) – very small particles in the air
- Volatile and Semi-Volatile Organic Chemicals (VOCs) – chemicals that evaporate into the air easily
- Hydrogen Sulfide (H₂S) – gas that smells like rotten eggs
- Carbon Monoxide (CO) – clear, odorless gas
- Metals

What steps can I take to reduce my exposure to smoke?

- Some people are more sensitive to breathing smoke or smelling odors (children under 18 years of age) and the elderly (over 65 years old). Stay indoors when you see or smell smoke, especially if you have respiratory problems such as asthma, Chronic Obstructive Pulmonary Disease (COPD), emphysema, or heart disease.
- Talk to your health care provider if you notice your respiratory or heart problems getting worse. ATSDR can provide contacts for your doctor to consult with specialists familiar with health effects caused by exposure to chemicals and smoke. Reduce and avoid outdoor activities, when possible, if you see or smell smoke.
- Close the doors and windows of your house to keep smoke from getting inside.
- Follow the recommendations of your local or state health department.

What are some potential health effects from breathing smoke?

- Some people are more sensitive to breathing smoke or smelling odors. They may have the following symptoms:
 - » Coughing
 - » Nausea
 - » Trouble breathing normally
 - » Stinging eyes
 - » Scratchy throat
 - » Runny nose
 - » Irritated sinuses
 - » Wheezing and shortness of breath
 - » Chest pain
 - » Headaches
 - » An asthma attack
 - » Tiredness
 - » Fast heartbeat
- Most symptoms will improve rapidly after you quit breathing the smoke.

The Bottom Line

- Symptoms may worsen in people who have existing breathing problems or heart conditions after breathing smoke from the fire.
- Smelling the odors from the smoke may cause nausea and headaches, or irritate your throat and eyes. These symptoms should improve after leaving the fire area.



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and Disease Registry

Next Steps

ATSDR will:

- evaluate air test results.
- share the results of the landfill fire air samples and our recommendations with EPA, GA EPD, and the community.
- answer health questions for community members and health care providers.
- continue to work with EPA and GA EPD to address public health issues.



Smoke from landfill fire

How can I find out more?

For health questions, contact ATSDR

Leann Bing

Regional Representative, ATSDR Region 4

Phone: 404-562-1784

Email: kbing@cdc.gov

For general questions, contact GA EPD

James Cooley

Director of District Operations, GA EPD

Phone: 404-651-7807

Email: james.cooley@dnr.ga.gov

The Agency for Toxic Substances and Disease Registry (ATSDR) is a federal public health agency of the U.S. Department of Health and Human Services in Atlanta, Georgia. Our mission is to protect communities from harmful health effects related to exposure to natural and man-made hazardous substances in the environment.



Update: Bishop Road Landfill Fire

City of South Fulton, Georgia

The Agency for Toxic Substances and Disease Registry (ATSDR) created this fact sheet to: provide you the results of our review of the air samples taken from the landfill fire; answer your questions about the health effects of breathing smoke from the Bishop Road landfill fire; and provide steps you can take to help protect your health.

The Bottom Line

- Most people should not have long term health problems caused by breathing smoke from this fire.
- In the short term, smelling the odors from the smoke may cause nausea and headaches, or irritate your throat and eyes. These symptoms should improve when leaving the fire area.
- In the short term, symptoms such as irritation of the nose and eyes and shortness of breath may worsen in people who have existing breathing problems or heart conditions after breathing smoke from the fire.



ATSDR staff checks air-monitoring equipment

What did ATSDR do?

ATSDR collaborated with the U.S. Environmental Protection Agency (EPA) and the Georgia Environmental Protection Division (EPD) to evaluate the results of air samples collected near the Bishop Road Landfill Fire to see if breathing smoke from the fire could affect people's health. The samples were tested for:

- Particulate matter (PM) – very small particles in the air
- Volatile and Semi-Volatile Organic Chemicals (VOCs) – chemicals that evaporate into the air easily
- Hydrogen Sulfide (H₂S) – gas that smells like rotten eggs
- Carbon Monoxide (CO) – clear, odorless gas
- Metals

What did ATSDR find?

ATSDR made the following conclusions based on samples collected from November 16 – 18, 2018:

- Most people will not experience any long term health effects from the smoke.
- Short term exposure may cause nausea and irritation of the nose, eyes, and throat. These symptoms should pass when the exposure to the smoke stops.
- Some people are more sensitive to breathing smoke or smelling odors. They may have the following problems:
 - » Coughing
 - » Nausea
 - » Trouble breathing normally
 - » Stinging eyes
 - » Scratchy throat
 - » Runny nose
 - » Irritated sinuses
 - » Wheezing and shortness of breath
 - » Chest pain
 - » Headaches
 - » An asthma attack
 - » Tiredness
 - » Fast heartbeat
- Most symptoms will improve after you quit breathing the smoke.



U.S. Department of
Health and Human Services
Centers for Disease
Control and Prevention
Agency for Toxic Substances
and Disease Registry

What steps can I take to reduce my exposure to smoke?

- Some people are more sensitive to breathing smoke or smelling odors, including children under 18 years of age and people over 65 years old. Stay indoors when you see or smell smoke, especially if you have respiratory problems such as asthma, Chronic Obstructive Pulmonary Disease (COPD), emphysema, or heart disease.
- Talk to your health care provider if you notice your respiratory or heart problems getting worse. Work with your doctor to manage your symptoms while the fire is burning. ATSDR can provide contacts for your doctor to consult with specialists familiar with health effects caused by exposure to chemicals and smoke.
- Reduce outdoor activities or do them more slowly, when possible, if you see or smell smoke or experience irritation or other problems described earlier.
- Close the doors and windows of your house to keep smoke from getting inside.
- Follow the recommendations of your local or state health department.



Smoke from landfill fire

Next Steps

ATSDR will:

- continue to evaluate air sample results when requested by EPA or EPD.
- answer environmental health questions for community members and health care providers.
- continue to work with EPD to address public health issues.

Contact EPD if you have general questions about the fire.

James Cooley

Director of District Operations, EPD

Phone: 404-651-7807

Email: james.cooley@dnr.ga.gov

How can I find out more?

Contact ATSDR if you have health questions about the fire.

Leann Bing

Leann Bing, Regional Representative,
ATSDR

Phone: 404-562-1784

Email: lbings@cdc.gov

The Agency for Toxic Substances and Disease Registry (ATSDR) is a federal public health agency of the U.S. Department of Health and Human Services in Atlanta, Georgia. Our mission is to protect communities from harmful health effects related to exposure to natural and man-made hazardous substances in the environment.

Air Monitoring Summary Tables

The table below summarize monitoring data collected on using EPA's Viper wireless remote monitoring system.

Project Name:

From: 11/16/18
10:10

To: 11/16/18
19:59



Location 1							
Instrument	Analyte	Period Average Exceedances	Number of Readings	Number of Detections	Concentration Range	Period Average	Action Level (PEL/TLV/60 min AEGL)
Area Rae 1	VOC	No	10,276	9,765	0 - 2.4 ppm	0.8 ppm	1 ppm
	CO	No	3,456	1,392	0 - 11.1 ppm	0.6 ppm	83 ppm
	H ₂ S	No	10,272	210	0 - 0.1 ppm	0 ppm	0.5 ppm
	O ₂	No	3,456	3,435	20.2 - 20.9%	20.5%	<19.5 or >23%
	LEL	No	3,456	0	0 - 0%	0%	10%
DustTrak 1	PM-2.5	Unhealthy for Sensitive Populations	10,985	10,970	0 - 120 µg/m ³	36.4 µg/m ³	See SOG #: T106

Location 2							
Instrument	Analyte	Period Average Exceedances	Number of Readings	Number of Detections	Concentration Range	Period Average	Action Level (PEL/TLV/60 min AEGL)
Area Rae 2	VOC	No	10,386	3	0 - 0.1 ppm	0 ppm	1 ppm
	CO	No	3,480	451	0 - 2 ppm	0 ppm	83 ppm
	H ₂ S	No	10,378	0	0 - 0 ppm	0 ppm	0.5 ppm
	O ₂	No	3,480	3,461	20.5 - 21.6%	20.9%	<19.5 or >23%
	LEL	No	3,480	0	0 - 0 %	0%	10%
DustTrak 2	PM-2.5	Moderate	5,517	5,517	2 - 78 µg/m ³	13.5 µg/m ³	See SOG #: T106

Location 3							
Instrument	Analyte	Period Average Exceedances	Number of Readings	Number of Detections	Concentration Range	Period Average	Action Level (PEL/TLV/60 min AEGL)
Area Rae 3	VOC	No	8,749	9	0 - 0.1 ppm	0 ppm	1 ppm
	CO	No	2,931	2,050	0 - 6.2 ppm	0.6 ppm	83 ppm
	H ₂ S	No	8,739	135	0 - 0.1 ppm	0 ppm	0.5 ppm
	O ₂	No	2,931	2,911	20.9 - 20.9%	20.9%	<19.5 or >23%
	LEL	No	2,931	0	0 - 0%	0%	10%
DustTrak 3	PM-2.5	Good	8,823	8,823	7 - 57 µg/m ³	9.3 µg/m ³	See SOG #: T106

Notes:

% Percent

< Less than

> Greater than

AEGL Acute Exposure Guideline levels for airborne chemicals

CO Carbon monoxide

H₂S Hydrogen Sulfide

LEL Lower Explosive Level

min Minute

O₂ Oxygen

PEL Permissible exposure limit

ppm Part per million

PM Particulate matter

SOG Standard Operating Guidelines

TLV Threshold limit value

µg/m³ Micrograms per cubic meter

VOC Volatile organic compound

Air Monitoring Summary Tables

The table below summarize monitoring data collected on using EPA's Viper wireless remote monitoring system.

Project Name:

From: 11/16/18
20:00

To: 11/17/18
7:59



Location 1							
Instrument	Analyte	Period Average Exceedances	Number of Readings	Number of Detections	Concentration Range	Period Average	Action Level (PEL/TLV/60 min AEGL)
Area Rae 1	VOC	No	13,260	13,246	0.6 - 4.5 ppm	2.8 ppm	1 ppm
	CO	No	4,508	1,210	0 - 10 ppm	0.3 ppm	83 ppm
	H ₂ S	No	13,236	9,986	0 - 0.2 ppm	0.1 ppm	0.5 ppm
	O ₂	No	4,508	4,468	19.7 - 20.3%	20%	<19.5 or >23%
	LEL	No	4,508	0	0 - 0%	0%	10%
DustTrack 1	PM-2.5	Unhealthy for Sensitive Populations	13,378	13,378	3 - 203 µg/m ³	41.2 µg/m ³	See SOG #: T106

Location 2							
Instrument	Analyte	Period Average Exceedances	Number of Readings	Number of Detections	Concentration Range	Period Average	Action Level (PEL/TLV/60 min AEGL)
Area Rae 2	VOC	No	10,412	0	0 - 0 ppm	0 ppm	1 ppm
	CO	No	3,484	377	0 - 1.2 ppm	0 ppm	83 ppm
	H ₂ S	No	10,394	0	0 - 0 ppm	0 ppm	0.5 ppm
	O ₂	No	3,484	3,443	20.4 - 21.6%	20.7%	<19.5 or >23%
	LEL	No	3,484	0	0 - 0 %	0%	10%
DustTrack 2	PM-2.5	Moderate	11,872	11,872	1 - 708 µg/m ³	20 µg/m ³	See SOG #: T106

Location 3							
Instrument	Analyte	Period Average Exceedances	Number of Readings	Number of Detections	Concentration Range	Period Average	Action Level (PEL/TLV/60 min AEGL)
Area Rae 3	VOC	No	11,822	0	0 - 0 ppm	0 ppm	1 ppm
	CO	No	3,954	3,615	0 - 6 ppm	0.8 ppm	83 ppm
	H ₂ S	No	11,798	7,871	0 - 0.2 ppm	0.1 ppm	0.5 ppm
	O ₂	No	3,954	3,912	20.6 - 20.9%	20.9%	<19.5 or >23%
	LEL	No	3,954	0	0 - 0%	0%	10%
DustTrack 3	PM-2.5	Good	2,403	765	0 - 83 µg/m ³	3.4 µg/m ³	See SOG #: T106

Notes:

% Percent

< Less than

> Greater than

AEGL Acute Exposure Guideline levels for airborne chemicals

CO Carbon monoxide

H₂S Hydrogen Sulfide

LEL Lower Explosive Level

min Minute

O₂ Oxygen

PEL Permissible exposure limit

ppm Part per million

PM Particulate matter

SOG Standard Operating Guidelines

TLV Threshold limit value

µg/m³ Micrograms per cubic meter

VOC Volatile organic compound

Air Monitoring Summary Tables

The table below summarize monitoring data collected on using EPA's Viper wireless remote monitoring system.

Project Name:

From: 11/17/18
8:00

To: 11/17/18
19:59



Location 1							
Instrument	Analyte	Period Average Exceedances	Number of Readings	Number of Detections	Concentration Range	Period Average	Action Level (PEL/TLV/60 min AEGL)
Area Rae 1	VOC	No	13,308	8,852	0 - 4.5 ppm	0.8 ppm	1 ppm
	CO	No	4,466	705	0 - 7.3 ppm	0.1 ppm	83 ppm
	H ₂ S	No	13,296	2,975	0 - 0.2 ppm	0 ppm	0.5 ppm
	O ₂	No	4,466	4,430	19.8 - 21.7%	21.4%	<19.5 or >23%
	LEL	No	4,466	0	0 - 0%	0%	10%
DustTrak 1	PM-2.5	Unhealthy for Sensitive Populations	13,416	13,416	6 - 81 µg/m ³	24.7 µg/m ³	See SOG #: T106

Location 2							
Instrument	Analyte	Period Average Exceedances	Number of Readings	Number of Detections	Concentration Range	Period Average	Action Level (PEL/TLV/60 min AEGL)
Area Rae 2	VOC	No	15,964	12	0 - 5.1 ppm	0 ppm	1 ppm
	CO	No	5,338	2,988	0 - 6 ppm	0.4 ppm	83 ppm
	H ₂ S	No	15,944	0	0 - 0 ppm	0 ppm	0.5 ppm
	O ₂	No	5,338	5,291	20.3 - 21.4%	20.7%	<19.5 or >23%
	LEL	No	5,338	0	0 - 0 %	0%	10%
DustTrak 2	PM-2.5	Moderate	14,845	14,842	0 - 245 µg/m ³	26.7 µg/m ³	See SOG #: T106

Location 3							
Instrument	Analyte	Period Average Exceedances	Number of Readings	Number of Detections	Concentration Range	Period Average	Action Level (PEL/TLV/60 min AEGL)
Area Rae 3	VOC	No	14,570	36	0 - 0.3 ppm	0 ppm	1 ppm
	CO	No	4,866	4,106	0 - 15.2 ppm	1.6 ppm	83 ppm
	H ₂ S	No	14,544	3,006	0 - 0.2 ppm	0 ppm	0.5 ppm
	O ₂	No	4,866	4,825	21.3 - 22.1%	21.7%	<19.5 or >23%
	LEL	No	4,866	0	0 - 0%	0%	10%
DustTrak 3	PM-2.5	Good	24,853	24,853	2 - 180 µg/m ³	13.7 µg/m ³	See SOG #: T106

Notes:

% Percent

< Less than

> Greater than

AEGL Acute Exposure Guideline levels for airborne chemicals

CO Carbon monoxide

H₂S Hydrogen Sulfide

LEL Lower Explosive Level

min Minute

O₂ Oxygen

PEL Permissible exposure limit

ppm Part per million

PM Particulate matter

SOG Standard Operating Guidelines

TLV Threshold limit value

µg/m³ Micrograms per cubic meter

VOC Volatile organic compound

Air Monitoring Summary Tables

The table below summarize monitoring data collected on using EPA's Viper wireless remote monitoring system.

Project Name: Bishop Road Landfill Fire

From: 11/17/18
20:00

To: 11/18/18
7:59



Location 1							
Instrument	Analyte	Period Average Exceedances	Number of Readings	Number of Detections	Concentration Range	Period Average	Action Level (PEL/TLV/60 min AEGL)
Area Rae 1	VOC	No	26,513	22,043	0 - 4.5 ppm	1.3 ppm	1 ppm
	CO	No	8,885	1,199	0 - 11 ppm	0.1 ppm	83 ppm
	H ₂ S	No	26,479	12,144	0 - 0.6 ppm	0.1 ppm	0.5 ppm
	O ₂	No	8,885	8,809	19.8 - 21.7%	21.2%	<19.5 or >23%
	LEL	No	8,885	0	0 - 0%	0%	10%
DustTrak 1	PM-2.5	Unhealthy for Sensitive Populations	26,752	26,752	6 - 97 µg/m ³	29.4 µg/m ³	See SOG #: T106

Location 2							
Instrument	Analyte	Period Average Exceedances	Number of Readings	Number of Detections	Concentration Range	Period Average	Action Level (PEL/TLV/60 min AEGL)
Area Rae 2	VOC	No	29,191	12	0 - 5.1 ppm	0 ppm	1 ppm
	CO	No	9,761	6,300	0 - 6 ppm	0.8 ppm	83 ppm
	H ₂ S	No	29,153	0	0 - 0 ppm	0 ppm	0.5 ppm
	O ₂	No	9,761	9,678	20.3 - 21.4%	20.7%	<19.5 or >23%
	LEL	No	9,761	0	0 - 0 %	0%	10%
DustTrak 2	PM-2.5	Moderate	28,215	28,212	0 - 245 µg/m ³	40.3 µg/m ³	See SOG #: T106

Location 3							
Instrument	Analyte	Period Average Exceedances	Number of Readings	Number of Detections	Concentration Range	Period Average	Action Level (PEL/TLV/60 min AEGL)
Area Rae 3	VOC	No	27,708	36	0 - 0.3 ppm	0 ppm	1 ppm
	CO	No	9,254	7,921	0 - 15.2 ppm	1.1 ppm	83 ppm
	H ₂ S	No	27,656	7,912	0 - 0.2 ppm	0 ppm	0.5 ppm
	O ₂	No	9,254	9,167	21.3 - 22.1%	21.6%	<19.5 or >23%
	LEL	No	9,254	0	0 - 0%	0%	10%
DustTrak 3	PM-2.5	Good	38,154	38,151	0 - 180 µg/m ³	18.1 µg/m ³	See SOG #: T106

Notes:

% Percent

< Less than

> Greater than

AEGL Acute Exposure Guideline levels for airborne chemicals

CO Carbon monoxide

H₂S Hydrogen Sulfide

LEL Lower Explosive Level

min Minute

O₂ Oxygen

PEL Permissible exposure limit

ppm Part per million

PM Particulate matter

SOG Standard Operating Guidelines

TLV Threshold limit value

µg/m³ Micrograms per cubic meter

VOC Volatile organic compound



CITY OF SOUTH FULTON

COUNCIL AGENDA ITEM

COUNCIL WORK SESSION



SUBJECT: 5:05 p.m. Housing Regulations

DATE OF MEETING: 2/14/2023

DEPARTMENT: Mayor

ATTACHMENTS:

Description	Type	Upload Date
ORD2021-018_Multifamily Rental Housing Ordinance	Cover Memo	2/13/2023
1. Beacon Ridge 708 (pics)	Cover Memo	2/11/2023
2. Becaon Ridge 708 Rental Assistance (7150.00) 17Sep2021	Cover Memo	2/11/2023
Status Report_CamelotCub_1.31.23	Cover Memo	2/10/2023
Camelot Timeline 2-8-2023	Cover Memo	2/10/2023
Camelot 2-6-23 Timeline	Cover Memo	2/10/2023
Attatchment #1 Camelot timeline 7-28-22	Cover Memo	2/10/2023
CE - Code Enforcement Inspection Report - INSP-01-23177410 (1)	Cover Memo	2/10/2023
CE - Code Enforcement Inspection Report - INSP-01-23177412	Cover Memo	2/10/2023
CE - Code Enforcement Inspection Report - INSP-12-22169727	Cover Memo	2/10/2023
Camelot 25Jan2022 Fire Report, Bldg 1212_Redacted	Cover Memo	2/11/2023
Camelot April 2022 Water Bill_Redacted	Cover Memo	2/11/2023
Camelot Code Enforcement Full Sweep (June 2021)	Cover Memo	2/11/2023
Camelot Code Enforcement Warrant Inspection Pics_Photos (6June2022)	Cover Memo	2/11/2023
Camelot March 2020 Insurance Payment (Bldg 3, 1.5 million)_Redacted	Cover Memo	2/11/2023
CDBG Funding Uses	Cover Memo	2/11/2023

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

ORD2021-018

4 **AN ORDINANCE TO AMEND TITLE 3, BUILDING REGULATIONS, CHAPTER 3,**
5 **MISCELLANEOUS PROVISIONS OF THE CODE OF ORDINANCES, CITY OF SOUTH**
6 **FULTON, GA TO PROVIDE FOR A REQUIREMENT FOR INSPECTIONS OF**
7 **MULTIFAMILY RENTAL HOUSING AND FOR OTHER LAWFUL PURPOSES.**

8
9 **(Sponsored by Councilmember Rowell)**

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; and

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

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

18 **WHEREAS**, the City Council has determined it is necessary, for the health, safety
19 and welfare of the citizens of the City, to make sure that rental housing in the City is
20 compliant with the Code and meets appropriate standards of habitability and safety; and

21 **WHEREAS**, the City desires to amend its code of ordinances through this
22 Ordinance to provide requirements that multifamily residential housing comply with
23 certain inspections of the individual rental housing units.

24 **THE CITY COUNCIL OF THE CITY OF SOUTH FULTON HEREBY ORDAINS** as
25 follows:

26 **Section 1.** The Code of Ordinances, City of South Fulton, Georgia, Title 3, Building
27 Regulations, Chapter 3, Miscellaneous Provisions is hereby amended to remove the
28 designation as reserved under the City Code and to read as follows:

29 **TITLE 3 – BUILDING REGULATIONS**

30 **Chapter 3 – Miscellaneous Provisions**

31 **Sec. 3-3003 – Multifamily Rental Housing.**

32 **Sec. 3-3003.1 - Definitions.**

33 The following words, terms and phrases, when used in this section, shall have the
34 meanings ascribed to them in this section, except where the context clearly indicates a
35 different meaning:

36 *Building Official.* The building inspector for the City of South Fulton as defined in Sec. 3-
37 2005. - Building official of this Code.

38 *Certified building inspector.* A person inspecting for compliance with the various adopted
39 codes who is a licensed design professional (architect or engineer) or holds one of the
40 following certifications from the International Code Council (ICC): property maintenance
41 and housing inspector, housing rehabilitation inspector, building inspector, building plan
42 examiner or commercial combination inspector.

43 *Code compliance certificate.* A certificate, executed by a certified building inspector and
44 stating compliance with those minimum standards described in the inspection report.

45 *Inspection report.* The report attached to the code compliance certificate describing
46 minimum requirements for inspection of each multifamily rental unit in the premises.

47 *Lease.* Any written agreement which sets forth any and all conditions concerning the use
48 and occupancy of multifamily rental dwellings or multifamily rental units.

49 *Multifamily rental dwelling.* Any structure, building, or other facility containing four (4) or
50 more multifamily rental units that is leased to a tenant or tenants for use as a home,
51 residence, or sleeping unit. This definition includes, but is not limited to, multiple-family
52 dwellings, multiple-family apartment units, boardinghouses, rooming houses, group
53 homes, and flats.

54 *Multifamily rental unit.* Any one (1) area, room, structure, flat, apartment, or facility of a
55 multifamily rental dwelling that is being leased or rented to only one (1) tenant, group of
56 tenants, or family under one
57 (1) lease, or under terms of joint and severable liability.

58 *Occupant.* All tenants, lessees and persons residing within a multifamily rental unit.

59 *Owner.* Any person, agent, firm, corporation or other entity having a legal interest the
60 premises.

61 *Owner-occupied.* Any part of a structure used as living quarters by the owner of said
62 structure where other parts of the structure are used as multifamily rental units. Example:
63 Two-family dwelling, owner occupies one (1) flat; rooming house, owner occupies one (1)
64 unit.

65 *Premise.* Any lot or piece of land that includes a multifamily rental dwelling or multifamily
66 rental units.

67 Sec. 3-3003.2. - Fee and certificate required.

- (a) *Occupation Tax.* All owners of multifamily rental dwellings or multifamily rental units within the City that receive income for use of four (4) 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 (i) shall obtain an Occupational Tax Certification from the city pursuant to Title 2, Taxation, Chapter 5, Business and Occupancy Taxes of this Code and (ii) shall provide to the City, prior to receiving an initial occupational tax certificate, a code compliance certificate covering one hundred (100) percent of the multifamily rental units within the twelve (12) month period immediately preceding the date of the certification. Said code compliance certificate shall be certified by the owner that all units inspected are in compliance with those standards contained in the code compliance certificate and inspection report. When a newly constructed or significantly renovated multifamily rental dwelling receives a certificate of occupancy, additional inspections on said unit pursuant to this section are not required for five (5) years. The building official shall determine if renovated units qualify for the five (5) year grace period based on the scope of renovations. After five (5) years has elapsed, regular annual inspection of twenty (20) percent of units shall commence and continue as required by this section.
- (b) *Inspection.* Upon initial inspection of such dwellings or units, should a certified building inspector determine that further work is necessary to comply with the minimum standards set forth herein, an acceptable plan shall be submitted to the building official outlining the time and scope of work necessary to bring the units into compliance. If such plan is accepted by the building official as reasonable and justified, an extension may be granted for up to one (1) year for completion of repairs and compliance with this division. No extension shall be granted if life safety issues are involved and any such units shall not be leased until brought into compliance.
- (c) *Compliance certificate.* After submission of the initial code compliance certificate, each owner shall submit a code compliance certificate annually, commencing on January 1, 2022, with their Occupational Tax Certificate renewal. Such subsequent code compliance certificate shall cover at least twenty (20) percent of the units, provided all units shall be inspected, at a minimum, every five (5) years. All units inspected shall be listed individually on the code compliance certificate submitted to the City by the certified building inspector. Furthermore, exterior inspections shall cover at least twenty (20) percent of the buildings, provided all buildings shall be inspected, at a minimum, every five (5) years. All units inspected shall be listed individually and submitted to the city by the certified building inspector.
- (d) *Written record of inspection.* Furthermore, each owner and certified building inspector shall keep a written record of all inspections for each unit including the date of the inspection, items inspected and all violations, if any, observed. Such records shall be presented to the City within ten (10) business days after such request is made in writing to the inspector. Failure to provide such records shall nullify the code compliance certificate for those units.
- (e) *Authority to inspect.* The building official, or designee, shall have the authority to inspect the interior of those units that are included in each annual code compliance certificate submitted to the city pursuant to this section when there is probable cause to believe there has been a violation of this chapter or other applicable code sections. Said inspection may, at the discretion of the building official, include such number of

submitted units included in the code compliance certificate as determined by the building official or its designee. Once determined that an audit inspection will be conducted, the building official shall give written notice to the certified building inspector issuing the code compliance certificate, the owner and/or the property management company of the date of the inspection which inspection shall take place, which shall be no sooner than seven (7) days from the date of the notice and shall be conducted on from 9:00 a.m. to 5:00 p.m. during weekdays, other than nationally recognized holidays. The written notice shall state that the owner and/or property management company shall have the right to refuse the inspection and the building official or designee's right to seek issuance of an inspection warrant in the event of any such refusal. The owner, the certified building inspection or a member of the property management company shall be available to accompany the building official during the inspection. In the event the owner and/or property management company refuses inspection, the building official or designee shall have the right to seek issuance of an inspection warrant from a judge of the municipal court.

Sec. 3-3003.3 - Failure to provide code compliance certificate.

- (a) Failure to provide the code compliance certificate as provided herein shall be a violation of this chapter and is subject to those penalties contained herein.
- (b) Further, said failure, upon a judicial determination, shall be a condition constituting probable cause, and may subject said multifamily rental dwelling or multifamily rental units to inspection by the building official, at a fee as determined by the governing body of the city, that includes all costs of such inspection by the city. Said inspection by the city, if required, shall be performed at the sole cost of the owner and failure to pay said cost shall result in a lien being placed on the premises as provided for in city Code. Nothing contained in this section shall prevent the city from enforcement of the state minimum standard codes as provided in this chapter during the city's inspection of the multifamily rental units.
- (c) Failure to pay the occupational tax as provided herein shall be a violation of this Code and is subject to those penalties set forth herein and as otherwise provided in the Code.

Sec. 3-3003.4 - Penalty for false certification and false inspection.

- (a) An owner who knowingly furnishes a code compliance certificate to the city which contains a false certification that any multifamily rental dwellings or multifamily rental unit inspected are in compliance with those standards contained in the code compliance certificate shall be guilty of a violation of this chapter for each multifamily rental dwelling or multifamily rental unit for which the code compliance certificate is shown to be false and can be fined by the court for each violation up to one thousand dollars (\$1,000.00) for each dwelling or unit.
- (b) A certified building inspector who knowingly, recklessly, or negligently furnishes an inspection report which contains fraudulent information that a multifamily rental dwelling or multifamily rental unit meets the minimum standards of this section, shall be guilty of a violation of this Code and may be fined, by the court, for each violation

up to one thousand dollars (\$1,000.00) for each dwelling or unit. In addition, the certified building inspector's right to submit inspection reports to the City shall be suspended for a stated period of time, up to five (5) years.

- (c) A property manager who knowingly furnishes a code compliance certificate to the city which contains a false certification that any multifamily rental dwelling or multifamily rental unit inspected are in compliance with those standards contained in the code compliance certificate shall be guilty of a violation of this section for each multifamily rental dwelling or multifamily rental unit for which the code compliance certificate is shown to be false and may be fined by the court for each violation up to one thousand dollars (\$1,000.00) for each dwelling or unit.

Sec. 3-3003.5 - Certified building inspector requirements.

All inspectors wishing to submit or participate in the city's multifamily rental housing evaluation program must comply with the following requirements:

- (1) The inspector must be a licensed design professional (architect or engineer) or hold one (1) of the following certifications from the International Code Council (ICC): property maintenance and housing inspector, housing rehabilitation inspector, building inspector, building plan examiner or commercial combination inspector.
- (2) The inspector must submit a copy of his business license or occupational tax certificate and certificate of insurance of liability insurance.
- (3) The inspector must meet with the building official to present the qualifications noted in subsections (1) and (2) of this section for approval prior to performing any inspections pursuant to this chapter. Upon completion of this meeting, an inspector determined to be qualified by the building official will be placed on a list of approved certified building inspectors to be maintained by the city.
- (4) From time to time, mandatory meetings will be called by the city building official which all certified building inspectors participating in the program must attend, except as permitted on an individual basis by the building official due to extenuating circumstances. Ample notice will be provided by the city to the contact address provided by the certified building inspector no less than two (2) weeks prior to the date of the meeting.

Sec. 3-3003.6 - Interior and exterior evaluations of multifamily properties.

- (a) Interior evaluations will be conducted to ensure compliance with the latest adopted edition of the International Property Maintenance Code, the Life Safety Code and the International Fire Code and other referenced standards contained herein.
- (b) Exterior evaluations will be conducted to ensure compliance with the latest adopted edition of the International Property Maintenance Code, the Life Safety Code and the International Fire Code and other referenced standards contained herein.

(c) The city shall maintain a checklist of interior evaluations and a checklist of exterior evaluations in the department of planning and development. The checklists shall include, at a minimum, the required standards of the latest adopted edition of the International Property Maintenance Code, the Life Safety Code and the International Fire Code and other referenced standards contained herein.

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

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

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

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

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

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

[signatures and voting tabulations appear on the following page]

The foregoing ORDINANCE No. 2021-019, adopted on August 24, 2021 was offered by Councilmember Rowell, who moved its approval. The motion was seconded by Councilmember Willis, and being put to a vote, the result was as follows:

	AYE	NAY
William "Bill" Edwards, Mayor	<u> X </u>	<u> </u>
Carmalitha Gumbs	<u> X </u>	<u> </u>
Catherine Foster Rowell	<u> X </u>	<u> </u>
Helen Zenobia Willis, Mayor Pro Tem	<u> </u>	<u> </u>
Gertrude Naeema Gilyard (ABSENT)	<u> </u>	<u> </u>
Corey Reeves	<u> X </u>	<u> </u>
khalid kamau	<u> X </u>	<u> </u>
Mark Baker	<u> X </u>	<u> </u>

First Reading July 27, 2021
Second Reading August 24, 2021

THIS ORDINANCE adopted this 24th day of August 2021.

CITY OF SOUTH FULTON, GEORGIA


WILLIAM "BILL" EDWARDS, MAYOR

ATTEST:

 8/26/21
COREY E. ADAMS, SR., CITY CLERK

APPROVED AS TO FORM:


VINCENT D. HYMAN, CITY ATTORNEY



Beacon Ridge 708



Beacon Ridge 708





Sukkar, Joseph 9/17/2021



to me, almisha.davis@cush... ▾

Dear Shonette Brown:

Congratulations! You have been approved for the Fulton County COVID-19 Emergency Rental Assistance Program. Your approved Program Application has been forwarded to the payment processing. Payment shall be in the form of a mailed check, which will be sent directly to the Landlord, and/ or utility company, if applicable. Please allow at least 7-14 business days for payment processing

Landlord Payment: \$7,150.00

You are encouraged to download and print your Program Application for your records and reference regarding the terms and conditions to which you and your Landlord agreed in order to be approved for Program funding. Such documents are currently available for download and printing on the online portal (**Neighborly**) and

CITY OF SOUTH FULTON

STATE OF GEORGIA

CITY OF SOUTH FULTON, GEORGIA,	*	
	*	CITATION NOS.
Plaintiff,	*	T-1835CE T-1831CE
	•	T-3031CE T-2067CE
vs.	*	T-3034CE T-1834CE
	*	T-3035CE
CAMELOT CLUB CONDOMINIUM	*	T-2956CE
ASSOCIATION, INC., ET AL,	*	T-1838CE
	*	T-1839CE
Defendants.	*	T-3136CE
		T-1830CE

**DEFENDANT CAMELOT CLUB CONDOMINIUM ASSOCIATION,
INC.'S STATUS REPORT REGARDING REPAIRS**

Camelot Club Condominium Association, Inc. hereby submits its status report to the Court and Plaintiff.

1. Case Number: V20000122 (Clubhouse)
 - a. T1830, T1831, T1839, T2067
 - b. **Issue:** It is understood that the clubhouse was cited for various violations including sanitary drainage, interior structure rubbish, exterior structure disrepair, electrical equipment, maintenance of proper sanitary conditions, structure unfit for human occupancy, outside storage maintained, plumbing system, failure to maintain control of a dog.
 - c. **Status:** The clubhouse repairs are currently underway. All work has been performed that can be at this time. Cars have been tagged if parked on common property in violation. Funds are expected in next 60-90 days based on settlement being handled by separate insurance counsel. Expected funds from settlement is expected at 1mm and with funds earmarked for violations at 200k.
 - d. **Misc.** Per Greg Warren from written report submitted on January 19, 2023:

This was a inspection conducted on 1/19/2023 . This tread is to receive information and updates from Mrs. Rowe about the direction of Camelot Condominiums. Repair are being done to the pot holes, leaks have been repaired. She can updates about the fence and other violations that were listed.

2. Case Number: V20000122 (Building #7)

- a. T3136
- b. **Issue:** It is understood that Building 7 was cited for various violations.
- c. **Status:** Utility rooms have been secured and exit signs have been updated and installed. Building has been clear of outside debris. Major plumbing repairs due to vandalism and copper theft remedied.
 - i. At the moment, units 713-724 are operable.
 - ii. Next steps – 701-712.
- d. **Misc.** Officer inspection requested with HOA attorney present.

3. Case Number: V20000122 (Building #11)

- a. T1835
- b. **Issue:** It is understood that Building 11 was cited for various violations.
- c. **Status:** Vacant unit have been boarded up with plywood, utility rooms have been locked and secured; exit signs have been replaced; hallways are free or garbage and debris; lighting in hallways have been repaired and dumpster areas in front of building are clean.
- d. **Misc.** Officer inspection requested with HOA attorney present.

4. Case Number: V20000122 (Building #2,5, and 14)

- a. T1838, T1839 T2956, T3031, T3031, T3034, T3035,
- b. **Issue:** It is understood that Buildings 2,5, and 14 was cited for various violations including sanitary drainage, interior structure rubbish, exterior structure disrepair, electrical equipment, maintenance of proper sanitary conditions, structure unfit for human occupancy, outside storage maintained, plumbing system,
- c. **Status:** Citations have been resolved or are ready for review except for Citations

1830 and 1839

- d. **Misc.** All work has been performed that can be at this time. Funds are expected in next 60-90 days based on settlement being handled by separate insurance counsel. Expected funds from settlement is expected at 1mm and with funds earmarked for violations at 200k. Defendant anticipates to supplement report with invoices upon receipt of funds.

5. Case Number V2200124 (Common Area)

- a. T1834
- b. Issue: It is understood that the violation consists of need to maintain accessory structures, parking or storage of unlicensed (or inoperative vehicles); and maintenance of property sanitary conditions.
- c. Prior Mitigation Work:
 - i. Grass has been cut at entrance; Hedges have been trimmed;
 - ii. Debris has been picked up
 - iii. Six trailer loads of garbage were removed (including furniture, mattresses, debris, appliances, tired)
 - iv. Area around dumpster areas have been cleaned.
- d. Obstacles
 - i. Ongoing dumping by non-owners represents a problem. Gate has been fixed which should help with this.
- e. Association seeks further police presence so as not to attract individuals negatively impacting grounds mitigation.
- f. Pictures attached.
- g. **Misc.** Officer inspection requested with HOA attorney present.

Despite diligent efforts, the Association and Board are asking for a walk through at the property with citation officer representative as to determine which citations are still open.

Respectfully submitted this 31st day of January, 2023.

/s/

John D. Andrie

Georgia Bar No. 488330

Attorneys for Defendant Camelot

Club Condominium Association, Inc.

Cobb, Olson & Andrie, LLC

500 Sugar Mill Road, Suite 160B

Atlanta, GA 30350

(770) 200-8587

jandrie@coalegal.com

Camelot Condos 2-8-2023

0805- Briefing at 2660 Godby Rd College Park. Attendees included GPC Investigators Gillham, Holcomb, Howard, Sweeney, Townsend, Rev. Pro Supervisor Carlson, myself, 2 GPC Line personnel, South Fulton Codes Officer Warren, 3 T&T officers

0815- All enroute to Camelot

0821- Arrived at buildings 5&6

0830- Found jumper in unit 614 from main buss

0838- Contacted 2 individuals in unit 614. Both signed and received GPC warning letter

0845- GPC trouble de-energized underground transformer for repairs to meter pack

0900- Repairs complete in right side meter room, jumper removed, made safe, re-energized transformer

0905- Jumpers found on left side of building 6 units 611 & 612

0915- Spoke with tenant in unit 612, signed warning letter

0930- GPC trouble de-energized underground transformer for repairs

0940- Repairs complete in left side meter room, jumpers removed, made safe, re-energized transformer

0947- All work completed in building 6 and all meters removed from left side meter room of building 5

0950- Arrived at building 10 for order on unit 1004.

0951- Found meter 7444414 on and upside down. I cut meter off and re-installed in socket correctly.

0954- Completed work for unit 1004

1001- All personnel left Camelot safely

Camelot 2-6-23

0145- Met with T&T officers at 2660 Godby Rd. Briefed on the situation, then proceeded to Camelot

0152- Arrived at Camelot and met with Inv. Benham, Inv. Grier, 2 Contract line men, Briefed them about email and task on site,

0156- Found U/A wiring in right side meter room of building 6.

0205- Contract linemen de-energized service to right side of building 6.

0215- began removing U/A wiring from site and repairing all covers in meter room.

0345- All work complete and left in a safe manner. No active customers affected,

0354- Left Camelot . All safe no incidents.

Camelot timeline for July 28, 2022

Team 1 Michael/Keith Team 2 Eddie/Doug

0805 - Safety Briefing at Forest Park

0810 - Left office

0825 - Arrived at Old National Discount Mall on Godby Rd to pick up Codes Enforcement

0837- Arrived at Camelot Condos

0839 - Team 1 arrived at building 4 Team 2 arrived at building 5

0839 - Team 2 started work on units 505 and 505 where a jumper was found from main
buss line over to unit 509

0842 -Team 2 removed jumper and started work to make meter room safe

0849 - Team 1 started work on checking the right side of building 4

0900 - Team 1 started work on checking the left side of building 4

0910 - Team 1 completed work on building 4

0912 - Team 1 started work on right side of building 6 just for precautionary measures

0915 - Team 2 completed work in units 505 and 509

0917- Team 1 found right side door to meter room locked and proceeded to the left side
of the building.

0918 - Team 2 started work on left side of building 5 checking unit 514 which was an
active account and no issues found.

0918 - Team 1 found jumpers in unit 603 and successfully removed jumpers and reset
meter.

0932 - Team 1 finished building 6

0946 - Both teams enroute to buildings 13 and 14

0950 - Both teams arrived at buildings 13 and 14 and proceeded to start work

0951 – Team 1 started work on left side of building 13 and found no issues

0951 - Team 2 started work on right side of building 14 and found no issues

1001- Team 1 completed the left side of building 13 and proceeded to right side of building 13

1005 - Team 1 completed all work in building all work in building 13 with no issues found

1005 -Team 2 completes all work in building 14 with no issues found.

1010 - Both teams depart Camelot

City of South Fulton

5440 Fulton Industrial Blvd. , South Fulton, Georgia

CE - Code Enforcement

INSPECTION TYPE: CE - Code Enforcement

INSPECTION #: INSP-01-23177410

ADDRESS: 5401 Old National HWY, South Fulton, GA 30349

INSPECTION RESULT: Completed

OVERALL COMMENTS:

INSPECTOR: Greg Warren

PERFORMED ON: 1/31/2023

DIRECTION FOR RESOLUTION: Fix and repair windows and shutters in building 806 . Fix and repair plumbing , hot water, gas and restore in working order.

DEADLINE FOR RESOLUTION: 2/9/2022

PREDEFINED COMMENTS:

Code Enforcement

Exterior Structure [IPMC-304.1]

Exterior structure must be in good repair at all times

☐ Open

Interior Surfaces [IPMC 305.3]

All interior surfaces including windows and doors shall be maintained in good, clean and sanitary condition.

☐ Open

Plumbing Systems Fixtures [IPMC 504.1]

All plumbing fixtures shall be properly installed and maintained in working order

☐ Open



1/31/2023 11:35:47 AM



1/31/2023 11:35:47 AM



1/31/2023 11:35:47 AM

SIGNATURE:

City of South Fulton

5440 Fulton Industrial Blvd. , South Fulton, Georgia

CE - Code Enforcement

INSPECTION TYPE: CE - Code Enforcement

INSPECTION #: INSP-01-23177412

ADDRESS: 5401 Old National HWY, South Fulton, GA 30349

INSPECTION RESULT: Completed

OVERALL COMMENTS:

INSPECTOR: Greg Warren

PERFORMED ON: 1/31/2023

DIRECTION FOR RESOLUTION: Remove all outdoor storage, trash and debris.

DEADLINE FOR RESOLUTION: 2/9/2023

PREDEFINED COMMENTS:

Code Enforcement

Accumulation of rubbish or garbage [IPMC-308.1]

All rubbish or garbage must be removed from property and properly disposed

 Open

Outdoor Storage [3-6007 - Open or Outdoor storage]

Furniture, supplies, and equipment must be screened from adjoining properties and streets with an enclosed solid fence or vegetative screen.

 Open



1/31/2023 11:36:00 AM



1/31/2023 11:36:00 AM



1/31/2023 11:36:00 AM



1/31/2023 11:36:00 AM

SIGNATURE: 

City of South Fulton

5440 Fulton Industrial Blvd. , South Fulton, Georgia

CE - Code Enforcement

INSPECTION TYPE: CE - Code Enforcement

INSPECTION #: INSP-12-22169727

ADDRESS: 5401 Old National HWY, South Fulton, GA 30349

INSPECTION RESULT: Completed

OVERALL COMMENTS:

INSPECTOR: Greg Warren

PERFORMED ON: 12/8/2022

DIRECTION FOR RESOLUTION: Repair walls and remove mold like substance from all vents and repair leaks.

DEADLINE FOR RESOLUTION: 12/19/2022

PREDEFINED COMMENTS:

Code Enforcement

Interior Surfaces [IPMC 305.3]

All interior surfaces including windows and doors shall be maintained in good, clean and sanitary condition.

 Open

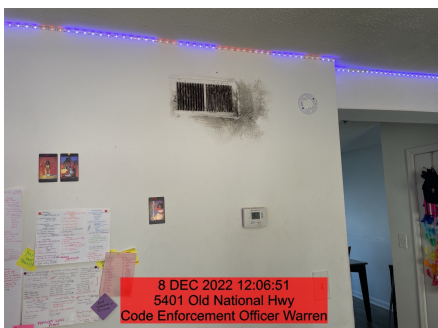
Sink, bathtubs, fountain [IPMC 505.1]

Every sink, toilet, bathtub, shower, drinking fountain or other plumbing fixture shall be properly connected to water source

 Open



12/8/2022 1:36:56 PM



12/8/2022 1:36:56 PM



12/8/2022 1:36:56 PM



12/8/2022 1:36:56 PM

SIGNATURE: 



NFIRS-1 Basic

A

06002	GA	01	25	2022	Station 7 (7)	2022001394	0
FDID	State	Month	Day	Year	Station	Number	Exposure

B Location Type

Census tract:

- ☒ Street Address
☐ Intersection
☐ In Front Of
☐ Rear Of
☐ Adjacent To
☐ Directions
☐ US National Grid

1212		CAMELOT	DR-Drive	
Number	Prefix	Street or Highway	Street Type	Suffix

1212	CITY OF SOUTH FULTON	GA	30349
Apt./Suite/Room	City	State	Zip Code

Cross Street

C

Incident Type

111-Building fire

D

Aid Given Or Received

- ☐ 1 Mutual Aid Received
☐ 2 Auto. Aid Received
☐ 3 Mutual Aid Given
☐ 4 Auto. Aid Given
☐ 5 Other Aid Given
☒ None

Their FDID Their State

Their Incident Number

E1 Dates and Times

Alarm 01 25 2022 12:23

Arrival 01 25 2022 12:29

Controlled

Last Unit Cleared 01 25 2022 16:55

E2 Shifts and Alarms

A Shift 05

Shift or Alarms District
Platoon

E3 Special Studies

ID# Value

F Actions Taken

11-Extinguishment by fire service personnel

Primary Action Taken

12-Salvage & overhaul

Additional Action Taken

G1 Resources

- ☒ Apparatus or Personnel Module is used.

	Apparatus	Personnel
Suppression	5	13
EMS	2	1
Other	2	3

- ☐ Resource counts include aid received resources.

G2

Estimated Dollar Losses and Values

Losses: Required for all fires if known. Optional for all non-fires. None

Property: \$ 10,000.00

Contents: \$ 10,000.00

Pre-Incident Values: Optional None

Property: \$ 40,000.00

Contents: \$ 15,000.00

Completed Modules ☐ 2 - Fire ☐ 3 - Structure Fire ☐ 4 - Civilian Fire Cas. ☐ 5 - Fire Service Cas. ☐ 6 - EMS ☐ 7 - HazMat ☐ 8 - Wildland Fire ☐ 9 - Apparatus ☐ 10 - Personnel ☐ 11 - Arson	H1 Casualties ☐ None Deaths Injuries Fire Service 0 0 Civilian 0 3	H3 Hazardous Materials Release ☐ 1 - Natural Gas ☐ 2 - Propane Gas ☐ 3 - Gasoline ☐ 4 - Kerosene ☐ 5 - Diesel Fuel / Fuel Oil ☐ 6 - Household Solvents ☐ 7 - Motor Oil ☐ 8 - Paint ☐ 0 - Other ☒ None	I Mixed Use Property ☐ Not Mixed ☐ 10 - Assembly Use ☐ 20 - Education Use ☐ 33 - Medical Use ☐ 40 - Residential Use ☐ 51 - Row Of Stores ☐ 53 - Enclosed Mall ☐ 58 - Business and Residential ☐ 59 - Office Use ☐ 60 - Industrial Use ☐ 63 - Military Use ☐ 65 - Farm Use ☐ 00 - Other Mixed Use
	H2 Detector Required for Confined Fires ☒ 1 - Detector Alerted Occupants ☐ 2 - Detector Did Not Alert Them ☐ 3 - Unknown		

J Property Use ☐ None Structures ☐ 131 Church, Place of Worship ☐ 161 Restaurant or Cafeteria ☐ 162 Bar/Tavern or Nightclub ☐ 213 Elementary School, Kindergarten ☐ 215 High School, Junior High ☐ 241 College, Adult Education ☐ 311 Nursing Home ☐ 331 Hospital	☐ 341 Clinic, Clinic-Type Infirmary ☐ 342 Doctor/Dentist Office ☐ 361 Prison or Jail, Not Juvenile ☐ 419 1- or 2-Family Dwelling ☒ 429 MultiFamily Dwelling ☐ 439 Rooming/Boarding House ☐ 449 Commerical Hotel or Motel ☐ 459 Residential, Board and Care ☐ 464 Dormitory/Barracks ☐ 519 Food and Beverage Sales	☐ 539 Household Goods, Sales, Repairs ☐ 571 Gas or Service Station ☐ 579 Motor Vehicle/Boat Sales/Repairs ☐ 599 Business Office ☐ 615 Electric-Generating Plant ☐ 629 Laboratory/Science Laboratory ☐ 700 Manufacturing Plant ☐ 819 Livestock/Poultry Storage (Barn) ☐ 882 Non-Residential Parking Garage ☐ 891 Warehouse
---	---	--

Outside ☐ 124 Playground or Park ☐ 655 Crops or Orchard ☐ 669 Forest (Timberland) ☐ 807 Outdoor Storage Area ☐ 919 Dump or Sanitary Landfill ☐ 931 Open Land or Field ☐ 936 Vacant Lot	☐ 938 Graded/Cared for Plot of Land ☐ 946 Lake, River, Stream ☐ 951 Railroad Right-of-Way ☐ 960 Other Street ☐ 961 Highway/Divided Highway ☐ 962 Residential Street/Driveway ☐ 981 Construction Site ☐ 984 Industrial Plant Yard	Property Use: Description Look up and enter a Property Use code and description only if you have NOT checked a Property Use box.
---	---	--

K1				
Person/Entity Involved				
Owner and Occupant				
Local Option	Person/Entity Type	Business Name (if applicable)	Phone Number	
	Numayr		Hamidullah	
Mr., Ms., Mrs.	First Name	MI	Last Name	Suffix
1211		CAMELOT	DR-Drive	
Number	Prefix	Street or Highway	Street Type	Suffix
	1211		CITY OF SOUTH FULTON	
Post Office Box	Apt./Suite/Room	City		
GA	30349			
State	Zip Code			

K2

Owner

Owner and Occupant				[REDACTED]	
Local Option	Person/Entity Type	Business Name (if applicable)		Phone Number	
	Dawanda		Delaney		
Mr., Ms., Mrs.	First Name	MI	Last Name	Suffix	
1212		CAMELOT	DR-Drive		
Number	Prefix	Street or Highway	Street Type	Suffix	
	1212		College Park		
Post Office Box	Apt./Suite/Room		City		
GA	30349				
State	Zip Code				

L Remarks:

Tk7, E5, E1, E3, HazMat 11, AL 11, B1,B2, D1 responded to a report of a structure fire at 1212 Camelot Dr. Bldg 12. Upon arrival, Tk7 reported a two-story multi family condo unit with smoke showing. Tk7 initially assigned E5 to stage on the hydrant at the entrance until further 360 size-up completed.

Tk7 advised E5 to come to the building for hose deployment and extinguishment. E5 arrived at Building 12; they deployed a 1 3/4" preconnect to the sub floor unit 1212. Tk7 forced entry into this unit, and E5 advanced the hoseline for a fast attack in to the kitchen area. E1 was advised to stage on the plug for water supply. B1 arrived on the scene and established Camelot Dr. Command at the corner of the Alpha/ Delta side.

Command requested a status update from Tk7 regarding water supply. Tk7 advised fire was extinguished and the incident could be handled on tank water.

Command requested E1 to stage on private hydrant next to building 12 for supplemental water if needed.

D1 arrived on the scene and was assigned Safety. E1 was reassigned from the plug to RIT. E3 was advised to report to the Command Post. E3 was assigned to assist with primary search of Division 2 and 3. E3 was also advised of animals in place on these divisions. Command advised to check if conditions were clear and safe for animals to remain on the outside balcony to shelter in place.

B2 arrived on the scene and was utilized as incident recon for utilities and other incident priorities. Command reque...
Full primary narrative can be found in NFIRS 15 - Supplemental

M Authorization

95	Rohner, Timothy	Battalion Chief		01/26/2022
Officer In Charge ID	Signature	Position or Rank	Assignment	Date
228	Mumford, Jerrell	FF		01/26/2022
Member Making Report ID	Signature	Position or Rank	Assignment	Date

NFIRS-2 Fire

A

06002	GA	01	25	2022	Station 7 (7)	2022001394	0
FDID	State	Month	Day	Year	Station	Number	Exposure

B

Property Details

B1 ☐ Not Residential

Estimated number of residential living units in the building of origin whether or not all units became involved

B2 ☐ Buildings Not Involved

Number of buildings involved

B3 ☒ None ☐ Less than 1 acre

Acres burned (outside fires)

C

On-Site Materials Or Products

On-Site Materials Storage Use

D

Ignition

D1

Area of Fire Origin

D2

Heat Source

D3

Item First Ignited

D4

Type of Material First Ignited

E1

Cause of Ignition

- ☐ 1 - Intentional
☒ 2 - Unintentional
☐ 3 - Failure of Equipment or Heat Source
☐ 4 - Act of Nature
☐ 5 - Cause Under Investigation
☐ U - Cause Undetermined After Investigation

E2

Factors Contributing to Ignition

Factor Contributing to Ignition

E3

Human Factors Contributing to Ignition

Check all applicable boxes

- ☐ None
☐ 1 - Asleep
☐ 2 - Possibly impaired by alcohol or drugs
☒ 3 - Unattended person
☐ 4 - Possibly Mentally Disabled
☐ 5 - Physically Disabled
☐ 6 - Multiple Persons Involved

☐ 7 - Age Was A Factor

Estimated Age of Person Involved

☐ Male

☐ Female

F1

Equipment Involved In Ignition

☐

Equipment Involved

Brand

Model

Serial #

Year

F2

Equipment Power Source

Equipment Power Source

F3

Equipment Portability

- ☐ 1 - Portable
☒ 2 - Stationary

Portable equipment normally can be moved by one or two persons.

G

Fire Suppression Factors

Fire Suppression Factor

H1

Mobile Property Involved

- ☐ 1 - Not involved in ignition, but burned
☐ 2 - Involved in ignition, but did not burn
☐ 3 - Involved in ignition and burned
☒ None

H2

Mobile Property Type and Make

Mobile Property Type

Mobile Property Make

Mobile Property Model

State

License Plate Number

Year

VIN

Local Use

- ☐ Pre-Fire Plan Available
☐ Arson Report Attached
☐ Police Report Attached
☐ Coroner Report Attached
☐ Other Reports Attached

NFIRS-3 Structure Fire

I1 Structure Type ☒ 1 - Enclosed Building ☐ 2 - Portable/Mobile Structure ☐ 3 - Open Structure ☐ 4 - Air-Supported Structure ☐ 5 - Tent ☐ 6 - Open Platform ☐ 7 - Underground Structure ☐ 8 - Connective Structure ☐ 0 - Other	I2 Building Status ☐ 1 - Under Construction ☒ 2 - In Normal Use ☐ 3 - Idle, Not Routinely Used ☐ 4 - Under Major Renovation ☐ 5 - Vacant and Secured ☐ 6 - Vacant and Unsecured ☐ 7 - Being Demolished ☐ 0 - Other ☐ U - Undetermined	I3 Building Height 2 Number of Stories At/Above Grade 1 Number of Stories Below Grade	I4 Main Floor Size 1000 Total Square Feet OR BY Length (ft) X Width (ft)
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J1 Fire Origin 1 ☒ Below Grade Story of Fire Origin	J3 Number of Stories Damaged By Flame 1 Number of Stories w/Minor Damage (1-24%) Number of Stories w/Significant Damage (25-49%) Number of Stories w/Heavy Damage (50-74%) Number of Stories w/Extreme Damage (75-100%) *Count the roof as part of the highest story	K Type of Material Contributing Most to Flame Spread K1 63-Flammable liquid/gas - in/from final container Item Contributing Most to Flame Spread K2 27-Cooking oil, transformer or lubricating oil Type of Material Contributing Most To Flame Spread
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L1 Presence of Detectors ☐ N - None Present ☒ 1 - Present ☐ U - Undetermined	L3 Detector Power Supply ☒ 1 - Battery Only ☐ 2 - Hardwire Only ☐ 3 - Plug-In ☐ 4 - Hardwire With Battery ☐ 5 - Plug-In With Battery ☐ 6 - Mechanical ☐ 7 - Multiple Detectors & Power Supplies ☐ 0 - Other ☐ U - Undetermined	L5 Detector Effectiveness ☒ 1 - Alerted Occupants, Occupants Responded ☐ 2 - Alerted Occupants, Occupants Failed to Respond ☐ 3 - There Were No Occupants ☐ 4 - Failed to Alert Occupants ☐ U - Undetermined
L2 Detector Type ☒ 1 - Smoke ☐ 2 - Heat ☐ 3 - Combination of Smoke and Heat ☐ 4 - Sprinkler, Water Flow Detection ☐ 5 - More Than One Type Present ☐ 0 - Other ☐ U - Undetermined	L4 Detector Operation ☐ 1 - Fire Too Small To Activate ☒ 2 - Operated ☐ 3 - Failed To Operate ☐ U - Undetermined	L6 Detector Failure Reason ☐ 1 - Power Failure, Shutoff, or Disconnect ☐ 2 - Improper Installation or Placement ☐ 3 - Defective ☐ 4 - Lack of Maintenance, Dirty ☐ 5 - Battery Missing or Disconnected ☐ 6 - Battery Discharged or Dead ☐ 0 - Other ☐ U - Undetermined

M1 Presence of Automatic Extinguishing System ☒ N - None Present ☐ 1 - Present ☐ 2 - Partial System Present ☐ U - Undetermined	M3 Operation of Automatic Extinguishing System ☐ 1 - Operated/Effective ☐ 2 - Operated/Not Effective ☐ 3 - Fire Too Small To Activate ☐ 4 - Failed To Operate ☐ 0 - Other ☐ U - Undetermined Required if fire was within designed range	M5 Reason for Automatic Extinguishing System Failure ☐ 1 - System Shut Off ☐ 2 - Not Enough Agent Discharged ☐ 3 - Agent Discharged But Did Not Reach Fire ☐ 4 - Wrong Type of System ☐ 5 - Fire Not In Area Protected ☐ 6 - System Components Damaged ☐ 7 - Lack of Maintenance ☐ 8 - Manual Intervention ☐ 0 - Other ☐ U - Undetermined Required if system failed or not effective
M2 Type of Automatic Extinguishing System ☐ 1 - Wet-Pipe Sprinkler ☐ 2 - Dry-Pipe Sprinkler ☐ 3 - Other Sprinkler System ☐ 4 - Dry Chemical System ☐ 5 - Foam System ☐ 6 - Halogen-Type System ☐ 7 - Carbon Dioxide System ☐ 0 - Other ☐ U - Undetermined Required if fire was within designed range of AES	M4 Number of Sprinkler Heads Operating Required if system operated	

NFIRS-4 Civilian Casualty (1 of 3)

A							
06002	GA	01	25	2022	Station 7 (7)	2022001394	0
FDID	State	Month	Day	Year	Station	Number	Exposure

B Injured Person ☐ Male ☒ Female First Name MI Last Name Suffix	C Casualty Number 1
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D Age or Date Of Birth 77 Age OR Date of Birth	E1 Race ☐ 1 - White ☒ 2 - Black, African American ☐ 3 - Am. Indian, Alaska Native ☐ 4 - Asian ☐ 5 - Native Hawaiian, Other Pacific Islander ☐ 0 - Other, Multiracial ☐ U - Undetermined E2 Ethnicity ☐ 1 - Hispanic or Latino ☒ 0 - Non Hispanic or Latino	F Affiliation ☐ 1 - Civilian ☐ 2 - EMS, Not Fire Department ☐ 3 - Police ☐ 0 - Other G Date and Time of Injury Date Time	H Severity ☒ 1 - Minor ☐ 2 - Moderate ☐ 3 - Severe ☐ 4 - Life Threatening ☐ 5 - Death ☐ U - Undetermined
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I Cause of Injury ☒ 1 - Exposed to fire products including flame, heat, smoke, and gas ☐ 2 - Exposed to toxic fumes other than smoke ☐ 3 - Jumped in escape attempt ☐ 4 - Fell, slipped, or tripped ☐ 5 - Caught or trapped ☐ 6 - Structural Collapse ☐ 7 - Struck by or contact with object ☐ 8 - Overexertion or strain ☐ 9 - Multiple Causes ☐ 0 - Other ☐ U - Undetermined	J Human Factors Contributing to Injury ☐ 1 - Asleep ☐ 2 - Unconscious ☐ 3 - Possibly impaired by alcohol ☐ 4 - Possibly impaired by other drug ☐ 5 - Possibly mentally disabled ☐ 6 - Physically disabled ☐ 7 - Physically restrained ☐ 8 - Unattended person	K Factors Contributing to Injury
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L Activity When Injured ☒ 1 - Escaping ☐ 2 - Rescue Attempt ☐ 3 - Fire Control ☐ 4 - Return to Fire Before Control ☐ 5 - Return to Fire After Control ☐ 6 - Sleeping ☐ 7 - Unable to Act ☐ 8 - Irrational Act ☐ 0 - Other ☐ U - Undetermined	M1 Location At Time Of Incident ☐ 1 - In Area Of Origin And Not Involved ☐ 2 - Not In Area Of Origin And Not Involved ☐ 3 - Not In Area Of Origin, But Involved ☐ 4 - In Area Of Origin And Involved ☐ 0 - Other Location ☒ U - Undetermined M2 General Location At Time Of Injury ☐ 1 - In Area Of Fire Origin ☐ 2 - In Building But Not In Area ☐ 3 - Outside, But Not In Area ☒ U - Undetermined	M3 Story At Start Of Incident Below Grade Story At Start Of Incident M4 Story Where Injury Occurred Below Grade Story At Injury Occurred if Different From M3 M5 Specific Location At Time Of Injury
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N Primary Apparant Symptom ☐	O Primary Area Of Body Injured ☐ 1 - Head ☐ 2 - Neck and shoulder ☐ 3 - Thorax ☐ 4 - Abdomen ☐ 5 - Spine ☐ 6 - Upper extremities ☐ 7 - Lower extremities ☐ 8 - Internal ☐ 9 - Multiple body parts	P Disposition ☐ Transported To Emergency Care Facility Remarks
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NFIRS-4 Civilian Casualty (2 of 3)

A							
06002	GA	01	25	2022	Station 7 (7)	2022001394	0
FDID	State	Month	Day	Year	Station	Number	Exposure

B Injured Person ☒ Male ☐ Female First Name MI Last Name Suffix	C Casualty Number 2
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D Age or Date Of Birth 23 Age OR Date of Birth	E1 Race ☐ 1 - White ☒ 2 - Black, African American ☐ 3 - Am. Indian, Alaska Native ☐ 4 - Asian ☐ 5 - Native Hawaiian, Other Pacific Islander ☐ 0 - Other, Multiracial ☐ U - Undetermined E2 Ethnicity ☐ 1 - Hispanic or Latino ☒ 0 - Non Hispanic or Latino	F Affiliation ☐ 1 - Civilian ☐ 2 - EMS, Not Fire Department ☐ 3 - Police ☐ 0 - Other G Date and Time of Injury Date Time	H Severity ☒ 1 - Minor ☐ 2 - Moderate ☐ 3 - Severe ☐ 4 - Life Threatening ☐ 5 - Death ☐ U - Undetermined
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I Cause of Injury ☒ 1 - Exposed to fire products including flame, heat, smoke, and gas ☐ 2 - Exposed to toxic fumes other than smoke ☐ 3 - Jumped in escape attempt ☐ 4 - Fell, slipped, or tripped ☐ 5 - Caught or trapped ☐ 6 - Structural Collapse ☐ 7 - Struck by or contact with object ☐ 8 - Overexertion or strain ☐ 9 - Multiple Causes ☐ 0 - Other ☐ U - Undetermined	J Human Factors Contributing to Injury ☐ 1 - Asleep ☐ 2 - Unconscious ☐ 3 - Possibly impaired by alcohol ☐ 4 - Possibly impaired by other drug ☐ 5 - Possibly mentally disabled ☐ 6 - Physically disabled ☐ 7 - Physically restrained ☐ 8 - Unattended person	K Factors Contributing to Injury
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L Activity When Injured ☒ 1 - Escaping ☐ 2 - Rescue Attempt ☐ 3 - Fire Control ☐ 4 - Return to Fire Before Control ☐ 5 - Return to Fire After Control ☐ 6 - Sleeping ☐ 7 - Unable to Act ☐ 8 - Irrational Act ☐ 0 - Other ☐ U - Undetermined	M1 Location At Time Of Incident ☐ 1 - In Area Of Origin And Not Involved ☐ 2 - Not In Area Of Origin And Not Involved ☐ 3 - Not In Area Of Origin, But Involved ☐ 4 - In Area Of Origin And Involved ☐ 0 - Other Location ☒ U - Undetermined M2 General Location At Time Of Injury ☐ 1 - In Area Of Fire Origin ☐ 2 - In Building But Not In Area ☐ 3 - Outside, But Not In Area ☒ U - Undetermined	M3 Story At Start Of Incident ☐ Below Grade Story At Start Of Incident M4 Story Where Injury Occurred ☐ Below Grade Story At Injury Occurred if Different From M3 M5 Specific Location At Time Of Injury
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N Primary Apparant Symptom 01-Smoke inhalation	O Primary Area Of Body Injured ☐ 1 - Head ☐ 2 - Neck and shoulder ☐ 3 - Thorax ☐ 4 - Abdomen ☐ 5 - Spine ☐ 6 - Upper extremities ☐ 7 - Lower extremities ☐ 8 - Internal ☐ 9 - Multiple body parts	P Disposition ☐ Transported To Emergency Care Facility Remarks
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NFIRS-4 Civilian Casualty (3 of 3)

A							
FDID	State	Month	Day	Year	Station	Number	Exposure
06002	GA	01	25	2022	Station 7 (7)	2022001394	0

B Injured Person ☐ Male ☒ Female First Name MI Last Name Suffix	C Casualty Number 3
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D Age or Date Of Birth 37 Age OR Date of Birth	E1 Race ☐ 1 - White ☒ 2 - Black, African American ☐ 3 - Am. Indian, Alaska Native ☐ 4 - Asian ☐ 5 - Native Hawaiian, Other Pacific Islander ☐ 0 - Other, Multiracial ☐ U - Undetermined E2 Ethnicity ☐ 1 - Hispanic or Latino ☒ 0 - Non Hispanic or Latino	F Affiliation ☐ 1 - Civilian ☐ 2 - EMS, Not Fire Department ☐ 3 - Police ☐ 0 - Other G Date and Time of Injury Date Time	H Severity ☒ 1 - Minor ☐ 2 - Moderate ☐ 3 - Severe ☐ 4 - Life Threatening ☐ 5 - Death ☐ U - Undetermined
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I Cause of Injury ☒ 1 - Exposed to fire products including flame, heat, smoke, and gas ☐ 2 - Exposed to toxic fumes other than smoke ☐ 3 - Jumped in escape attempt ☐ 4 - Fell, slipped, or tripped ☐ 5 - Caught or trapped ☐ 6 - Structural Collapse ☐ 7 - Struck by or contact with object ☐ 8 - Overexertion or strain ☐ 9 - Multiple Causes ☐ 0 - Other ☐ U - Undetermined	J Human Factors Contributing to Injury ☐ 1 - Asleep ☐ 2 - Unconscious ☐ 3 - Possibly impaired by alcohol ☐ 4 - Possibly impaired by other drug ☐ 5 - Possibly mentally disabled ☐ 6 - Physically disabled ☐ 7 - Physically restrained ☐ 8 - Unattended person	K Factors Contributing to Injury
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L Activity When Injured ☒ 1 - Escaping ☐ 2 - Rescue Attempt ☐ 3 - Fire Control ☐ 4 - Return to Fire Before Control ☐ 5 - Return to Fire After Control ☐ 6 - Sleeping ☐ 7 - Unable to Act ☐ 8 - Irrational Act ☐ 0 - Other ☐ U - Undetermined	M1 Location At Time Of Incident ☐ 1 - In Area Of Origin And Not Involved ☐ 2 - Not In Area Of Origin And Not Involved ☐ 3 - Not In Area Of Origin, But Involved ☐ 4 - In Area Of Origin And Involved ☐ 0 - Other Location ☒ U - Undetermined M2 General Location At Time Of Injury ☐ 1 - In Area Of Fire Origin ☐ 2 - In Building But Not In Area ☐ 3 - Outside, But Not In Area ☒ U - Undetermined	M3 Story At Start Of Incident Below Grade Story At Start Of Incident M4 Story Where Injury Occurred Below Grade Story At Injury Occurred if Different From M3 M5 Specific Location At Time Of Injury
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N Primary Apparant Symptom ☐	O Primary Area Of Body Injured ☐ 1 - Head ☐ 2 - Neck and shoulder ☐ 3 - Thorax ☐ 4 - Abdomen ☐ 5 - Spine ☐ 6 - Upper extremities ☐ 7 - Lower extremities ☐ 8 - Internal ☐ 9 - Multiple body parts	P Disposition ☐ Transported To Emergency Care Facility Remarks
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NFIRS-9 Apparatus or Resources

A

06002	GA	01	25	2022	Station 7 (7)	2022001394	0
FDID	State	Month	Day	Year	Station	Number	Exposure

B Apparatus/Resource		Dates/Times		Sent	Number of People	Apparatus Use	Actions Taken
ID:	AIR11 (Mutual Aid Vehicle)	Dispatch:	01/25/2022 12:25	☐ Sent	0	☐ Suppression ☐ EMS ☒ Other	☐
Type:	62-Light and air unit	Arrival:	01/25/2022 12:48				
		Clear:	01/25/2022 15:07				
ID:	Battalion1	Dispatch:	01/25/2022 12:23	☐ Sent	1	☐ Suppression ☒ EMS ☐ Other	☐
Type:	92-Chief officer car	Arrival:	01/25/2022 12:37				
		Clear:	01/25/2022 16:55				
ID:	Battalion2	Dispatch:	01/25/2022 12:24	☒ Sent	0	☐ Suppression ☒ EMS ☐ Other	☐
Type:	92-Chief officer car	Arrival:	01/25/2022 12:45				
		Clear:	01/25/2022 14:36				
ID:	D1 (Mutual Aid Vehicle)	Dispatch:	01/25/2022 12:25	☐ Sent	0	☒ Suppression ☐ EMS ☐ Other	☐
Type:	92-Chief officer car	Arrival:	01/25/2022 12:40				
		Clear:	01/25/2022 15:15				
ID:	Engine 1	Dispatch:	01/25/2022 12:23	☒ Sent	3	☒ Suppression ☐ EMS ☐ Other	☐
Type:	11-Engine	Arrival:	01/25/2022 12:34				
		Clear:	01/25/2022 16:15				
ID:	Engine 3	Dispatch:	01/25/2022 12:23	☒ Sent	4	☒ Suppression ☐ EMS ☐ Other	20-Search & rescue, other
Type:	11-Engine	Arrival:	01/25/2022 12:44				
		Clear:	01/25/2022 13:52				
ID:	Engine 5	Dispatch:	01/25/2022 12:23	☒ Sent	3	☒ Suppression ☐ EMS ☐ Other	☐
Type:	11-Engine	Arrival:	01/25/2022 12:36				
		Clear:	☐ ☐				
ID:	Hazmat 11	Dispatch:	01/25/2022 12:24	☒ Sent	3	☐ Suppression ☐ EMS ☒ Other	☐
Type:	93-HazMat unit	Arrival:	01/25/2022 12:45				
		Clear:	01/25/2022 13:39				
ID:	Truck 7	Dispatch:	☐ ☐	☒ Sent	3	☒ Suppression ☐ EMS ☐ Other	☐
Type:	12-Truck or aerial	Arrival:	☐ ☐				
		Clear:	☐ ☐				

NFIRS-10 Personnel

A							
06002	GA	01	25	2022	Station 7 (7)	2022001394	0
FDID	State	Month	Day	Year	Station	Number	Exposure

B		Apparatus/Resource		Dates/Times		Sent		Number of People		Apparatus Use		Actions Taken	
ID:	AIR11 (Mutual Aid Vehicle)	Dispatch:	01/25/2022	12:25	☐ Sent	0		☐ Suppression	☐				
Type:	62-Light and air unit	Arrival:	01/25/2022	12:48					☐ EMS				
		Clear:	01/25/2022	15:07					☒ Other				
Personnel ID		Name		Rank		Role		Attend		Actions Taken			

ID:	Battalion1	Dispatch:	01/25/2022	12:23	☐ Sent	1		☐ Suppression	☐				
Type:	92-Chief officer car	Arrival:	01/25/2022	12:37					☒ EMS				
		Clear:	01/25/2022	16:55					☐ Other				
Personnel ID		Name		Rank		Role		Attend		Actions Taken			
95		Rohner, Timothy		Battalion Chief		5588002-Officer		☐				☐	

ID:	Battalion2	Dispatch:	01/25/2022	12:24	☒ Sent	0		☐ Suppression	☐				
Type:	92-Chief officer car	Arrival:	01/25/2022	12:45					☒ EMS				
		Clear:	01/25/2022	14:36					☐ Other				
Personnel ID		Name		Rank		Role		Attend		Actions Taken			

ID:	D1 (Mutual Aid Vehicle)	Dispatch:	01/25/2022	12:25	☐ Sent	0		☒ Suppression	☐				
Type:	92-Chief officer car	Arrival:	01/25/2022	12:40					☐ EMS				
		Clear:	01/25/2022	15:15					☐ Other				
Personnel ID		Name		Rank		Role		Attend		Actions Taken			

ID:	Engine 1	Dispatch:	01/25/2022	12:23	☒ Sent	3		☒ Suppression	☐				
Type:	11-Engine	Arrival:	01/25/2022	12:34					☐ EMS				
		Clear:	01/25/2022	16:15					☐ Other				
Personnel ID		Name		Rank		Role		Attend		Actions Taken			
115		Upchurch, Daniel		Captain		5588002-Officer		☐				☐	
665		Benjamin, Malik		FF		5588003-Crew 3		☐				☐	
1012		Holland, Seth				5588001-Driver		☐				☐	

ID:	Engine 3	Dispatch:	01/25/2022	12:23	☒ Sent	4		☒ Suppression	☐		20-Search & rescue, other		
Type:	11-Engine	Arrival:	01/25/2022	12:44					☐ EMS				
		Clear:	01/25/2022	13:52					☐ Other				
Personnel ID		Name		Rank		Role		Attend		Actions Taken			
676		Wynn, Chad		FF		5588004-Crew 4		☒		21-Search			
137		Brown, Timothy				5588001-Driver		☒		21-Search			
76		Barnes, Rodricus		Captain		5588002-Officer		☒		21-Search			

ID: Engine 5	Dispatch: 01/25/2022 12:23 ☒ Sent 3	☒ Suppression ☐ ☐ EMS ☐ Other
Type: 11-Engine	Arrival: 01/25/2022 12:36	
Clear:		

Personnel ID	Name	Rank	Role	Attend	Actions Taken
656	Norrgard, Craig	Firefighter	5588003-Crew 3 ☐		☐
129	Artis, Nathaniel	FF	5588001-Driver ☒		☐
228	Mumford, Jerrell	Sgt.	5588002-Officer ☐		☐

ID: Hazmat 11	Dispatch: 01/25/2022 12:24 ☒ Sent 3	☐ Suppression ☐ ☐ EMS ☒ Other
Type: 93-HazMat unit	Arrival: 01/25/2022 12:45	
Clear: 01/25/2022 13:39		

Personnel ID	Name	Rank	Role	Attend	Actions Taken
227	Morton, Steve	Captian	5588002-Officer ☒		☐
593	Chappelear, Austin	FF	☒		☐
708	Robinson Jr, Rickie	FF	5588003-Crew 3 ☒		☐

ID: Truck 7	Dispatch: ☒ Sent 3	☒ Suppression ☐ ☐ EMS ☐ Other
Type: 12-Truck or aerial	Arrival:	
Clear:		

Personnel ID	Name	Rank	Role	Attend	Actions Taken
502	Parker, Christopher	Captain	5588002-Officer ☒		11-Extinguishment by fire service personnel
672	Perez, Susana	Firefighter	5588003-Crew 3 ☒		11-Extinguishment by fire service personnel
197	Jones, Javante	FC	5588001-Driver ☒		11-Extinguishment by fire service personnel

NFIRS-1S Supplemental

A

06002	GA	01	25	2022	Station 7 (7)	2022001394	0
FDID	State	Month	Day	Year	Station	Number	Exposure

Person/Entity Involved

Local Option		Person/Entity Type		Business Name (if applicable)		Phone Number	
Mr., Ms., Mrs.	First Name	MI	Last Name		Suffix		
1213		CAMELOT					
Number	Prefix	Street or Highway		Street Type		Suffix	
		1213	CITY OF SOUTH FULTON				
Post Office Box		Apt./Suite/Room		City			
GA		30349					
State		Zip Code					

Person/Entity Involved

Local Option		Person/Entity Type		Business Name (if applicable)		Phone Number	
Mr., Ms., Mrs.	First Name	MI	Last Name		Suffix		
1214		CAMELOT					
Number	Prefix	Street or Highway		Street Type		Suffix	
		1214	CITY OF SOUTH FULTON				
Post Office Box		Apt./Suite/Room		City			
GA		30349					
State		Zip Code					

Person/Entity Involved

Local Option		Person/Entity Type		Business Name (if applicable)		Phone Number	
Mr., Ms., Mrs.	First Name	MI	Last Name		Suffix		
	John		Doe				
1215		CAMELOT					
Number	Prefix	Street or Highway		Street Type		Suffix	
		1215	CITY OF SOUTH FULTON				
Post Office Box		Apt./Suite/Room		City			
GA		30349					
State		Zip Code					

Person/Entity Involved				
Local Option		Person/Entity Type	Business Name (if applicable)	Phone Number
Mr., Ms., Mrs.	First Name	MI	Last Name	Suffix
1216		CAMELOT		
Number	Prefix	Street or Highway	Street Type	Suffix
		1216	CITY OF SOUTH FULTON	
Post Office Box		Apt./Suite/Room	City	
GA		30349		
State		Zip Code		

Person/Entity Involved				
Local Option		Person/Entity Type	Business Name (if applicable)	Phone Number
Mr., Ms., Mrs.	First Name	MI	Last Name	Suffix
1217		CAMELOT		
Number	Prefix	Street or Highway	Street Type	Suffix
		1217	CITY OF SOUTH FULTON	
Post Office Box		Apt./Suite/Room	City	
GA		30349		
State		Zip Code		

Person/Entity Involved				
Local Option		Person/Entity Type	Business Name (if applicable)	Phone Number
Mr., Ms., Mrs.	First Name	MI	Last Name	Suffix
1218		CAMELOT		
Number	Prefix	Street or Highway	Street Type	Suffix
		1218	CITY OF SOUTH FULTON	
Post Office Box		Apt./Suite/Room	City	
GA		30349		
State		Zip Code		

Person/Entity Involved		Owner and Occupant					
Local Option		Person/Entity Type		Business Name (if applicable)		Phone Number	
		Darrell				Thomas	
Mr., Ms., Mrs.		First Name		MI		Last Name	
1220				CAMELOT			
Number		Prefix		Street or Highway		Street Type	
				1220		CITY OF SOUTH FULTON	
Post Office Box		Apt./Suite/Room		City			
GA		30349					
State		Zip Code					

Person/Entity Involved		Owner and Occupant					
Local Option		Person/Entity Type		Business Name (if applicable)		Phone Number	
		Christopher				Melton	
Mr., Ms., Mrs.		First Name		MI		Last Name	
1219				CAMELOT			
Number		Prefix		Street or Highway		Street Type	
				1212		CITY OF SOUTH FULTON	
Post Office Box		Apt./Suite/Room		City			
GA		30349					
State		Zip Code					

Apparatus Narrative for Battalion1:

See Main Narrative

Apparatus Narrative for Battalion2:

Battalion 2 arrived on scene and assumed incident safety officer on the Alpha side of the structure. Battalion 2 also stood by rehab commander. Battalion 2 returned to service after incident was under control.

Apparatus Narrative for Engine 1:

E1 responded on a 33S. E1 arrived

Apparatus Narrative for Engine 5:

E5 was dispatched to a structure fire at 1212 Camelot Drive. E5 was initially advised to stage at the hydrant Old National Hwy. After T7 performed the 360 T7 advised E5 to advance to the structure. E5 arrived on scene and pulled a 1 3/4 cross lay. E5 advanced the line to the Alpha side door and down to division 1 to unit 1212. T7 forced entry into the unit and E5 advanced the line to the seat of the fire. E1 did a primary search on the 2nd and 3rd division. T7 personnel performed a primary search on the 1st division. E5 completed extinguishment. After the fire was extinguished, E1, E5, and T7 began looking for extension and performing overhaul. During overhaul a water line was broken. The water was then shut off to the structure in order to control the water leak. The fire investigators arrived on scene and performed their investigation. The structure was all electric, therefore Georgia power was called out and arrived to shut off the power. Red cross was also called out to help the displaced tenants. After a complete overhaul of the fire unit, T7 monitored the CO2 levels until safe enough for other personnel to enter the other units that were affected only by smoke. The occupant of 1211 was advised not to stay in his condo due to the inability of securing his unit door and the exit signs being burned and non visible in the common breezeway. He stated that he was going to stay in his unit. Engine 5 had 1 50" section of 1 3/4" hose that was ran over and had to be taken out of service. South Fulton P.D was called out to the scene and a police report was generated (case # 2022-001261).

Apparatus Narrative for Truck 7:

Tk7, E5, E1, E3, HazMat 11, AL 11, B1,B2, D1 responded to a report of a structure fire at 1212 Camelot Dr. Bldg 12. Upon arrival, Tk7 reported a two-story multi family condo unit with smoke showing. Tk7 initially assigned E5 to stage on the hydrant at the entrance until further 360 size-up completed.

Tk7 advised E5 to respond to the building for hose deployment and extinguishment. E5 arrived at Building 12; they deployed a 1 3/4" pre-connect to Division 1. Tk7 forced entry into unit 1212. E5 advanced the hose line for fire attack in to the kitchen area. Engine 5 and Truck 7 performed a primary search of Division 1 and an "all clear" was communicated to command.

After the fire was extinguished and primary search was completed, Truck 7 reported to rehab to resupply air cylinders.

After the on-scene fire investigator completed the initial investigation, Truck 7 performed salvage and overhaul. During overhaul two water pipes were broken in unit 1212. Tk7 had to shut off the water to building 12. The property HOA dispatched a maintenance person to secure the broken water lines.

Tk7 gave command an all clear to allow residents to return to their home. All residents were advised to leave windows open to assist with further ventilation efforts to remove smoke smell. All residents were advised to contact their insurance companies regarding the incident and doors that were forced in the initial primary search of the structure.

E5,E1, and Tk7 thoroughly overhauled unit 1212 and removed debris to the exterior Charlie side of the structure. Fire Scene tape was deployed on the Charlie side of the structure.

The owner of unit 1211 chose to remain in their unit after being advised by Tk7 regarding water and heat damage in the hallway.

B1, E1,E5, and Tk7 went available for service.



Service Address:
2600 JEROME RD SW
COLLEGE PARK GA 30349

Watershed Management
Customer Service
404.546.0311

<http://atl311.com/>

ACCOUNT NO.

BILL DATE
04/06/2022

PAYMENT
DUE BY
04/23/2022

Previous Balance	\$1,320,965.15
Payments as of 03/07/2022	\$10,000.00
Balance Forward	\$1,310,965.15
Current Charges	\$46,660.99
Account Balance	\$1,357,626.14
If payment is not made by the due date, balance on account will incur a \$5 or 5% charge (whichever is greater)	

FINAL DISCONNECTION NOTICE

Meter	Size	MIU	Prior Meter Read	Date	Current Meter Read	Date	CCF
NE70173371	8"	1834591176	646	02/25/2022	3149	03/30/2022	2503
NE70173371	8"	1834412676	47168	02/25/2022	48471	03/30/2022	1303

Detailed Usage		1 CCF=Approximately 748 Gallons			
	Days	CCF	Gallons	Cost	Cost/Day
This Month	33	3806	2846888	\$46,660.99	\$1,413.96
Last Month	29	3205	2397340	\$38,851.09	\$1,339.69
Last Year	31	3126	2338248	\$37,001.86	\$1,193.60

Billing Details:

Previous Balance	\$1,320,965.15
Payment Applied 03/07/2022	\$10,000.00
Balance Forward	\$1,310,965.15

Current Charges:

Water Use Charges	Usage	Rate	Charges
Water Base Charges			\$2,217.28
Water Usage Tier 1	1014 CCF	3.51	\$3,559.14
Water Usage Tier 2	1014 CCF	6.48	\$6,570.72
Water Usage Tier 3	1778 CCF	7.47	\$13,281.66
Total Water Charges:			\$25,628.80

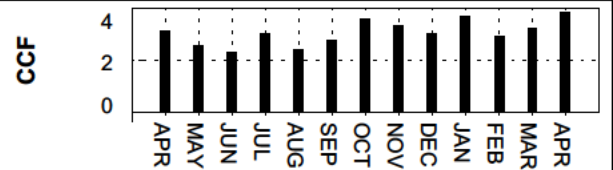
Sewer Use Charges

Sewer Base Charge			\$4.62
Sewer Usage Tier 1	3806 CCF	5.52	\$21,027.57
Total Sewer Charges:			\$21,032.19

Total Current Charges: \$46,660.99

Total Amount Due: \$1,357,626.14

13-Month Usage History



IMPORTANT MESSAGE

In response to the Coronavirus (COVID-19) public health pandemic, The Department of Watershed Management (DWM) has implemented actions to adjust its operations and services to ensure the safety and health of employees and the members of the public. Therefore, our Walk-In Centers are closed to the public. Alternative methods to pay your water and sewer bill include: Western Union; online payments at payatwateronline.com; Atlanta City Hall-Drop Box; or mail checks to City of Atlanta, PO BOX 105275, Atlanta, Georgia 30348.

TO AVOID DISCONNECTION, PAYMENT OF \$1310965.15 IS DUE BY 04/23/2022

(Past due amount includes Previous Balance and Penalties. Payment for current charges must still be received by the Payment Due Date to avoid late penalties.)

Please detach and return this bottom portion with your payment



City of Atlanta
Department of Watershed Management
72 Marietta Street NW
Atlanta, GA 30303
404.546.0311

You can also make payments online at:
www.payatwateronline.com

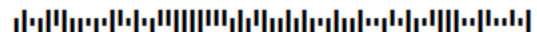
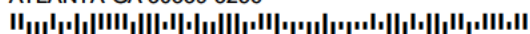


Total Amount Due:	\$1,357,626.14
Account No.:	
Amount Enclosed:	
Service Address:	2600 JEROME RD SW
Payment Due By:	04/23/2022

375



CAMELOT CLUB CONDO
EXCLUSIVE ASSOCIATIONS MANAGEMENT
3101 TOWERCREEK PKWY SE STE 150
ATLANTA GA 30339 3256



CITY OF ATLANTA
DEPARTMENT OF WATERSHED MANAGEMENT
PO BOX 105275
ATLANTA GA 30348 5275

0550122263302357626140

IMPORTANT NUMBERS

Customer Service: 311 or 404-546-0311

Website: www.atl311.com

What You Need To Know

Customers may pay bills via:

- **Mail:** Allow 5-7 business days to ensure payment is delivered by the due date.
- **Telephone:** Automated Payment Line 404-954-6399
Customer Service 311 or 404-546-0311
- **Online:** <http://payatlwateronline.com>
- **In Person:** (*cash is accepted at these locations*)
Atlanta City Hall - 55 Trinity Ave, 1st Floor, Suite 1650,
Atlanta, GA 30303
2 City Plaza - 72 Marietta St. NW, Atlanta, GA 30303
- **Western Union:** Payments available at any location
in the service area. Visit westernunion.com/locations
for nearest location.

Care & Conserve

If you are having difficulty paying your water/sewer bill,
contact Care & Conserve at 404-546-3620.

If you would like to donate to the
Care & Conserve Program you can
do so via your online account at
<http://payatlwateronline.com>.



Other Helpful Information

- Owners are responsible for water and sewer services provided to their property
- Owners are solely responsible to report changes to structure, use, or condition of their property
- Failure to pay all outstanding charges by the due date of the bill will subject the account to termination of services for non-payment
- Pursuant to Code Section 154-120, delinquent charges are liens on the property
- Failure to receive a bill does not waive the requirement to pay
- Paperless billing is available to customers at <http://payatlwateronline.com>

To dispute a bill and avoid service interruption please contact Customer Service at 404-546-0311, Monday-Friday, from 7 AM - 6 PM. Or, you can also mail a letter to: City of Atlanta, Department of Watershed Management, Dispute Resolutions 651 14th Street NW, Atlanta, GA 30318.

Please include the following information in your letter: 1) Name (printed); 2) Account Number; 3) Property Address; 4) Telephone Number; 5) Brief Summary of the basis for your dispute.

For further information please visit:
<http://www.atlantawatershed.org/customer-service/bill-disputes-and-appeals/>

If you have trouble reading your bill, please contact
Customer Service at 404-546-0311.

En Espanol: Si tiene problemas para leer su factura,
por favor póngase en contacto con Servicio al Cliente al
404-546-0311



Corrections/Changes?

If your address or contact information has changed, please complete this form
and return it with your payment.

Name or mailing address change

Contact information change

Home/Cell: () _____
Business: () _____
Email: _____

Make your check or money order payable to:

CITY OF ATLANTA
DEPARTMENT OF WATERSHED MANAGEMENT
P.O. BOX 105275
ATLANTA, GA 30348-5275

Remember to include your account number on your check or money order and enclose the payment coupon.

CAMELOT REPORT 6/9/2021

An inspection of buildings 4,5,6, and 7 was initiated at 1030am and was completed by 1230pm. The inspection of these buildings was broken up into three teams with two COSF police officers per team to address each floor of each building. As a result of the inspection of these four buildings, these violations were observed.

Building 1 – Apartments 101 – 112

3rd Floor:

Please provide a list of all vacant units / apartment on each floor inside the structure.

- ◆ Properly install all missing and incomplete apartment numbers on the doors on each floor inside of structure and always maintain.
- ◆ Repair and/or replace, with required permits, all required missing and/or inoperative interior lighting, including fire exit signs lighting for hallways and stairwell areas and always maintain.
- ◆ Properly replace all broken windows and required window screen in each legally occupied unit / apartment, with required permits if replaced, and/or board up all broken windows and paint expose wood to all vacant units / apartments inside of structure and always maintain.
- ◆ Remove all accumulation of debris and garbage around dumpster area and always maintain.
- ◆ Provide roll off dumpster for proper staging and disposal of junk and discarded furniture and appliance and properly screen in.
- ◆ Replace and/or repair all inoperative and missing balcony sliding glass doors and screens.
- ◆ Repair and/or replace all unsecure A/C units with required concrete pads and eliminate all exposed wires, missing metal cover plates, including for A/C electrical circuit breaker disconnected and metal inside plate and properly secure close and obtain required permits and always maintain.
- ◆ Replace all missing interior carpet for floors and steps on applicable floor inside of structure.
- ◆ Remove, eliminate and properly dispose of all prohibited inside storage of furniture and appliances in applicable hallway and stairwell inside of structure.

- ◆ Remove, eliminate and bag up in plastic bags and properly dispose all accumulation of debris and garbage on applicable floors, stairways, electrical / utility room and properly dispose of and always maintain.
- ◆ Replace and install missing and required fire extinguishers on floor and always maintain.
- ◆ Install smoke detectors on each applicable hallway and stairwell areas inside of the structure and always maintain.
- ◆ Repair all applicable holes in ceilings and paint interior walls as needed and always maintain.
- ◆ Reinstall all missing and required hardware for front and rear hallway doors.
- ◆ Replace and reinstall missing and required attic and wall space access doors, secure and always maintain.
- ◆ Raise suspended hanging chain rear stairway chandelier lighting mounted in rear stairwell area.
- ◆ Obtain and properly post a copy of required permits for replaced interior door and frame replacement.
- ◆ Properly repair and replace, with required permit, missing and required interior stairwell floor door, frame and hardware and always maintain.

2nd Floor:

Please provide a list of all vacant units / apartment on each floor inside the structure.

- ◆ Properly install all missing and incomplete apartment numbers on the doors on each floor inside of structure and always maintain.
- ◆ Repair and/or replace, with required permits, all required missing and/or inoperative interior lighting, including fire exit signs lighting for hallways and stairwell areas and always maintain.
- ◆ Properly replace all broken windows and required window screen in each legally occupied unit / apartment, with required permits if replaced, and/or board up all broken windows and paint expose wood to all vacant units / apartments inside of structure and always maintain.

- ◆ Remove all accumulation of debris and garbage around dumpster area and always maintain.
- ◆ Provide roll off dumpster for proper staging and disposal of junk and discarded furniture and appliance and properly screen in.
- ◆ Replace and/or repair all inoperative and missing balcony sliding glass doors and screens.
- ◆ Repair and/or replace all unsecure A/C units with required concrete pads and eliminate all exposed wires, missing metal cover plates, including for A/C electrical circuit breaker disconnected and metal inside plate and properly secure close and obtain required permits and always maintain.
- ◆ Replace all missing interior carpet for floors and steps on applicable floor inside of structure.
- ◆ Remove, eliminate, and properly dispose of all prohibited inside storage of furniture and appliances in applicable hallway and stairwell inside of structure.
- ◆ Remove, eliminate and bag up in plastic bags and properly dispose all accumulation of debris and garbage on applicable floors, stairways, electrical / utility room and properly dispose of and always maintain.
- ◆ Replace and install missing and required fire extinguishers on floor and always maintain.
- ◆ Install smoke detectors on each applicable hallway and stairwell areas inside of the structure and always maintain.
- ◆ Repair all applicable holes in ceilings and paint interior walls as needed and always maintain.
- ◆ Reinstall all missing and required hardware for front and rear hallway doors.
- ◆ Replace and reinstall missing and required attic and wall space access doors, secure and always maintain.
- ◆ Raise suspended hanging chain rear stairway chandelier lighting mounted in rear stairwell area.
- ◆ Obtain and properly post a copy of required permits for replaced interior door and frame replacement.
- ◆ Properly repair and replace, with required permit, missing and required interior stairwell floor door, frame and hardware and always maintain.

1st Floor:

Please provide a list of all vacant units / apartment on each floor inside the structure.

- ◆ Parking Lot deteriorated, dilapidated - repairs for cracks, releveling for positive drainage, re-stripped and seal.

- ◆ Accumulation of rubbish or garbage on the entire property - eliminate, remove, bag up in plastic bags and properly dispose of.
- ◆ Exterior of structures paint is faded, chip, discolored, oxidized and there is exposed wood and need pressure cleaning and repainting.
- ◆ Exterior of brick covering to entrance steps are missing, loose and needs replacing and securing.
- ◆ Exterior metal handrails are loose or missing for front and rear entrance - Obtain required permit, post and properly install and always maintain.
- ◆ Address Numbers are missing, obstructed and/or incomplete for the front and the rear entrances of structure and must be visible from day or night.
- ◆ Please provide a list of all vacant units / apartment on each floor inside the structure.
- ◆ Properly install all missing and incomplete apartment numbers on the doors on floor inside of structure and always maintain.
- ◆ Repair and/or replace, with required permits, all required missing and/or inoperative exterior and interior lighting, including fire exit signs lighting for hallways on each floor.
- ◆ Properly replace all broken windows and required window screen in each legally occupied unit / apartment, with required permits if replaced, and/or board up all broken windows and paint expose wood to all vacant units / apartments inside of structure and always maintain.
- ◆ Remove all accumulation of debris and garbage around dumpster area, repair dilapidate wooden roof structure above dumpster enclosure and always maintain.
- ◆ Provide roll off dumpster for proper staging and disposal of junk and discarded furniture and appliance and properly screen in.
- ◆ Replace and/or repair all inoperative and missing balcony sliding glass doors and screens.
- ◆ Repair and/or replace all unsecure A/C units with required concrete pads and eliminate all exposed wires, missing metal cover plates, including for A/C electrical circuit breaker disconnected and metal inside plate and properly secure close and obtain required permits and always maintain.
- ◆ Remove all junk, abandoned, and unlicensed vehicles with missing and expired current license tags and current stickers visible from outside the vehicle, from the parking lot, the property and the city and do not return.
- ◆ Cut remove, eliminate all high grass and weeds from the entire property, including playground and parking lot areas and edge around structure, A/C units and playground equipment and fences and always maintain.
- ◆ Replace all standing water around all A/C units and properly reapply and all waterproof around exposed areas of the exterior brick around structure and always maintain.
- ◆ Replace all missing interior carpet for floors and steps on each applicable floor inside of structure.
- ◆ Remove, eliminate and properly dispose of all prohibited inside storage of furniture in all hallways and in stairwell inside of structure.

- ◆ Remove, eliminate and bag up in plastic bags and properly dispose all accumulation of debris and garbage on all applicable floors, stairways, electrical / utility room and properly dispose of and always maintain.
- ◆ Replace and install all missing and required fire extinguishers on each floor and always maintain.
- ◆ Install smoke detectors on each floor inside the structure and always maintain.
- ◆ Repair all holes in ceilings and paint interior walls as needed.
- ◆ Reinstall all missing and required hardware for front and rear entrance and hallway doors.
- ◆ Replace and reinstall missing and required attic and wall space access doors, secure and always maintain.
- ◆ Raise suspended hanging chain rear stairway chandelier lighting mounted in rear stairwell area.
- ◆ Obtain and properly post a copy of required permits for interior door and frame replacement.
- ◆ Properly repair and replace, with required permit, missing and required interior stairwell floor door and frame and always maintain.

Building 4:

Apartments 401–404 and 413-416

1st Floor

- ◆ IPMC 108.1 Unsafe Structures – Repair soffit and uneven floor at entrance just inside of building.
- ◆
- ◆ IPMC 108.1.2 Unsafe Equipment – Repair fire alarm system and exposed wiring and interior lighting, Secure electric room doors and Electrical CAM's and metal covers, A/C units with exposed wires and unsecure covers and always maintained.
- ◆
- ◆ IPMC 301.3 Vacant Structures or Land – Apartment #404 is unsecure and needs to be properly board-up and secure to prevent unauthorized access into the interior of units and always maintained.
- ◆ NOTED: Post "NO TRESSPASSING"
- ◆ IPMC 304.2 Exterior Structure – Protective Treatment – Pressure clean to remove and eliminate stains, discoloration, oxidization, chipped, peeling and flaking paint and exposed wood and properly repaint exterior of structure.

- ◆ IPMC 302.1 Sanitation – Remove all accumulation of debris trash, litter, garbage, etc. and always maintain
- ◆ IPMC 302.4 Weeds - Cut remove, eliminate and remove and edge entire property including around structure and A/C units and always maintain.
- ◆ IPMC 302.8 Motor Vehicles - Remove all inoperative, unlicensed and junk vehicles from property and the city and do not return.
- ◆ IPMC 304.10 Exterior Structure – Repair front and rear door hardware inoperative of missing decorative storm shutters.
- ◆ IPMC 304.4 Handrails and Guards Rails – Repair and/or replace all missing and required handrails and guard rails and always maintained.
- ◆ IPMC 305.3 Interior Surfaces – Repair all holes in walls, remove all graffiti and properly repaint all walls and doors.
- ◆ IPMC 307.1 Accumulation of Rubbish or Garbage – Remove and eliminate around entire property and garbage dumpster areas and always maintain.
- ◆ SEC 3-3001 Maintenance of Proper Sanitary Conditions on Premises Requires; Procedures; Enforcement – Remove and eliminate all prohibited outside storage and place what is allowed on the sides and or rear of buildings, (but not on patio or decks)
- ◆ SEC 3-5003 Registration of Vacant or Foreclosed Property –
- ◆ SEC 6-4006.1 Public Nuisance for Blighted Properties –
- ◆ ZR-SEC - 14-282 Abandoned House (Fee \$100) –
- ◆ ZR-sec – 4.2.5 Outside Storage –

2nd Floor:

- ◆ A/C exposed wires
- ◆ no extinguishers
- ◆ exit lights not working
- ◆ smoke detectors not working
- ◆ bolted boiler room
- ◆ unsecured structures, Unit 402 door was open
- ◆ there is trash on the ac unit on the side of the building

3rd Floor:

- ◆ The exterior structure of these buildings is in severe disrepair and in need of immediate repair.
- ◆ The exterior decks appeared to be in disrepair and on some decks, they appear to be sagging in the middle and possible be unsafe.
- ◆ Exposed wiring was observed in every building that needs to be attended to immediately.

- ◆ Trash and debris were observed across the property and inside of every building.
- ◆ A garage was observed in disrepair.
- ◆ Broken windows were observed in every building.
- ◆ Ceiling damage was observed in every building.
- ◆ Doors and door frames were observed in disrepair in every building.
- ◆ Junked vehicles were observed in the parking lot along with trash and debris and old tires.
- ◆ An electrical cable was going from hall wall socket into aa residence which could be a theft of Electricity .
- ◆ A woman was found living in a storage closet on the third floor of building 4.
- ◆ The interior walls of the four areas are all in disrepair with graffiti and holes in the walls.
- ◆ Staircase railings on every area were loose and in disrepair, a serious safety issue.
- ◆ An abandoned residence was observed on the third floor of building 4 and 5.

Building 5:

Apartments 501–504 and 513-516

1st Floor:

- ◆ IPMC 108.1 Unsafe Structures – Properly secure Electrical room to prevent unauthorized access.
- ◆
- ◆ IPMC 108.1.2 Unsafe Equipment – Repair fire alarm system and exposed wiring and interior lighting, Secure electric room doors and Electrical CAM’s and metal covers, A/C units with exposed wires and unsecure covers and always maintained.
- ◆
- ◆ IPMC 301.3 Vacant Structures or Land – Properly secure and board-up all windows and doors to prevent unauthorized access into the interior of units and always maintained.
 - ◆ NOTED: Post “NO TRESSPASSING”
- ◆ IPMC 304.2 Exterior Structure – Protective Treatment – Pressure clean to remove and eliminate stains, discoloration, oxidization, chipped, peeling and flaking paint and exposed wood and properly repaint exterior of structure.
- ◆
- ◆ IPMC 302.1 Sanitation – Remove all accumulation of debris trash, litter, garbage, etc. and always maintain
- ◆

- ◆ IPMC 302.4 Weeds - Cut remove, eliminate and remove and edge entire property including around structure and A/C units and always maintain.
- ◆ IPMC 302.8 Motor Vehicles - Remove all inoperative, unlicensed and junk vehicles from property and the city and do not return.
- ◆ IPMC 304.10 Exterior Structure – Repair front and rear door hardware inoperative of missing decorative storm shutters.
- ◆ IPMC 304.4 Handrails and Guards Rails – Repair and/or replace all missing and required handrails and guard rails and always maintained.
- ◆ IPMC 305.3 Interior Surfaces – Repair all holes in walls, remove all graffiti and properly repaint all walls and doors.
- ◆ IPMC 307.1 Accumulation of Rubbish or Garbage – Remove and eliminate around entire property and garbage dumpster areas and always maintain.
- ◆ SEC 3-3001 Maintenance of Proper Sanitary Conditions on Premises Requires; Procedures; Enforcement – Remove and eliminate all prohibited outside storage and place what is allowed on the sides and or rear of buildings, (but not on patio or decks)
- ◆ SEC 3-5003 Registration of Vacant or Foreclosed Property
- ◆ SEC 6-4006.1 Public Nuisance for Blighted Properties
- ◆ ZR-SEC - 14-282 Abandoned House (Fee \$100)
- ◆ ZR-sec – 4.2.5 Outside Storage

2nd Floor:

- ◆ Unit 505 door was open
- ◆ trash on the stairway
- ◆ smoke detectors not working
- ◆ no fire extinguishers
- ◆ holes in the walls
- ◆ trash in front and back of building
- ◆ Exit lights not working
- ◆ Junk vehicles in the parking lot

3rd Floor:

- ◆ The exterior structure of these buildings is in severe disrepair and in need of immediate repair.
- ◆ The exterior decks appeared to be in disrepair and on some decks, they appear to be sagging in the middle and possible be unsafe.

- ◆ Exposed wiring was observed in every building that needs to be attended to immediately.
- ◆ Trash and debris were observed across the property and inside of every building.
- ◆ A garage was observed in disrepair.
- ◆ Broken windows were observed in every building.
- ◆ Ceiling damage was observed in every building.
- ◆ Doors and door frames were observed in disrepair in every building.
- ◆ Junked vehicles were observed in the parking lot along with trash and debris and old tires.
- ◆ An electrical cable was going from hall wall socket into aa residence which could be a theft of Electricity .
- ◆ A woman was found living in a storage closet on the third floor of building 4.
- ◆ The interior walls of the four areas are all in disrepair with graffiti and holes in the walls.
- ◆ Staircase railings on every area were loose and in disrepair, a serious safety issue.
- ◆ An abandoned residence was observed on the third floor of building 4 and 5.

Building 6:

Apartments 601–604 and 613-616

1st Floor

- ◆ IPMC 108.1 Unsafe Structures – Properly secure Electrical room to prevent unauthorized access.
- ◆ IPMC 301.3 Vacant Structures or Land – Properly secure and board-up all windows and doors to prevent unauthorized access into the interior of units and always maintained.
 - ◆ NOTED: Post “NO TRESSPASING”
 - ◆
- ◆ IPMC 304.2 Exterior Structure – Protective Treatment – Pressure clean to remove and eliminate stains, discoloration, oxidization, chipped, peeling and flaking paint and exposed wood and properly repaint exterior of structure.
- ◆ IPMC 302.1 Sanitation – Remove all accumulation of debris trash, litter, garbage, etc. and always maintain
- ◆ IPMC 302.4 Weeds - Cut remove, eliminate and remove and edge entire property including around structure and A/C units and always maintain.
- ◆ IPMC 302.8 Motor Vehicles - Remove all inoperative, unlicensed and junk vehicles from property and the city and do not return.
- ◆ IPMC 304.10 Exterior Structure – Repair front and rear door hardware inoperative of missing decorative storm shutters.

- ◆ IPMC 304.4 Handrails and Guards Rails – Repair and/or replace all missing and required handrails and guard rails and always maintained.
- ◆ IPMC 305.3 Interior Surfaces – Repair all holes in walls, remove all graffiti and properly repaint all walls and doors.
- ◆ IPMC 307.1 Accumulation of Rubbish or Garbage – Remove and eliminate around entire property and garbage dumpster areas and always maintain.
- ◆ SEC 3-3001 Maintenance of Proper Sanitary Conditions on Premises Requires; Procedures; Enforcement – Remove and eliminate all prohibited outside storage and place what is allowed on the sides and or rear of buildings, (but not on patio or decks)
- ◆ SEC 3-5003 Registration of Vacant or Foreclosed Property –
- ◆ SEC 6-4006.1 Public Nuisance for Blighted Properties –
- ◆ ZR-SEC - 14-282 Abandoned House (Fee \$100) –
- ◆ ZR-sec – 4.2.5 Outside Storage –

2nd Floor:

- ◆ Trash located in the front/back of the building
- ◆ High grass and weeds
- ◆ Exit lights not working, no fire extinguisher
- ◆ Light fixture was missing, utility room unsecured
- ◆ The stairway handrail unstable

3rd Floor:

- ◆ The exterior structure of these buildings is in severe disrepair and in need of immediate repair.
- ◆ The exterior decks appeared to be in disrepair and on some decks, they appear to be sagging in the middle and possible be unsafe.
- ◆ Exposed wiring was observed in every building that needs to be attended to immediately.
- ◆ Trash and debris were observed across the property and inside of every building.
- ◆ A garage was observed in disrepair.
- ◆ Broken windows were observed in every building.
- ◆ Ceiling damage was observed in every building.
- ◆ Doors and door frames were observed in disrepair in every building.
- ◆ Junked vehicles were observed in the parking lot along with trash and debris and old tires.
- ◆ An electrical cable was going from hall wall socket into aa residence which could be a theft of Electricity .
- ◆ The interior walls of the four areas are all in disrepair with graffiti and holes in the walls.
- ◆ Staircase railings on every area were loose and in disrepair, a serious safety issue.

Building 7:

Apartments 701–704

713-716 NOTED: No Access (Burn Out Building) and Unsecured.

1st Floor

- ◆ IPMC 108.1 Unsafe Structures – Properly secure Electrical room to prevent unauthorized access.
- ◆ IPMC 301.3 Vacant Structures or Land – Properly secure and board-up all windows and doors to prevent unauthorized access into the interior of units and always maintained.
 - ◆ NOTED: Post “NO TRESSPASSING”
- ◆ IPMC 304.2 Exterior Structure – Protective Treatment – Pressure clean to remove and eliminate stains, discoloration, oxidization, chipped, peeling and flaking paint and exposed wood and properly repaint exterior of structure.
- ◆ IPMC 302.1 Sanitation – Remove all accumulation of debris trash, litter, garbage, etc. and always maintain
- ◆ IPMC 302.4 Weeds - Cut remove, eliminate and remove and edge entire property including around structure and A/C units and always maintain.
- ◆ IPMC 302.8 Motor Vehicles - Remove all inoperative, unlicensed and junk vehicles from property and the city and do not return.
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- ◆ IPMC 307.1 Accumulation of Rubbish or Garbage – Remove and eliminate around entire property and garbage dumpster areas and always maintain.
- ◆ SEC 3-3001 Maintenance of Proper Sanitary Conditions on Premises Requires; Procedures; Enforcement – Remove and eliminate all prohibited outside storage and place what is allowed on the sides and or rear of buildings, (but not on patio or decks)
- ◆ ZR-sec – 4.2.5 Outside Storage –

3rd Floor:

- ◆ The exterior structure of these buildings is in severe disrepair and in need of immediate repair.
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- ◆ Junked vehicles were observed in the parking lot along with trash and debris and old tires.
- ◆ An electrical cable was going from hall wall socket into aa residence which could be a theft of Electricity .
- ◆ The interior walls of the four areas are all in disrepair with graffiti and holes in the walls.
- ◆ Staircase railings on every area were loose and in disrepair, a serious safety issue.

Tuesday, June 8, 2021

Building 11 – Apartments 1101 – 1112

Please provide a list of all vacant units / apartment on each floor inside the structure.

- ◆ Properly install all missing and incomplete apartment numbers on the doors on each floor inside of structure and always maintain.
- ◆ Repair and/or replace, with required permits, all required missing and/or inoperative interior lighting, including fire exit signs lighting for hallways and stairwell areas and always maintain.
- ◆ Properly replace all broken windows and required window screen in each legally occupied unit / apartment, with required permits if replaced, and/or board up all broken windows and paint expose wood to all vacant units / apartments inside of structure and always maintain.
- ◆ Remove all accumulation of debris and garbage around dumpster area and always maintain.
- ◆ Provide roll off dumpster for proper staging and disposal of junk and discarded furniture and appliance and properly screen in.

- ◆ Replace and/or repair all inoperative and missing balcony sliding glass doors and screens.
- ◆ Repair and/or replace all unsecure A/C units with required concrete pads and eliminate all exposed wires, missing metal cover plates, including for A/C electrical circuit breaker disconnected and metal inside plate and properly secure close and obtain required permits and always maintain.
- ◆ Replace all missing interior carpet for floors and steps on applicable floor inside of structure.
- ◆ Remove, eliminate, and properly dispose of all prohibited inside storage of furniture and appliances in applicable hallway and stairwell inside of structure.
- ◆ Remove, eliminate and bag up in plastic bags and properly dispose all accumulation of debris and garbage on applicable floors, stairways, electrical / utility room and properly dispose of and always maintain.
- ◆ Replace and install missing and required fire extinguishers on floor and always maintain.
- ◆ Install smoke detectors on each applicable hallway and stairwell areas inside of the structure and always maintain.
- ◆ Repair all applicable holes in ceilings and paint interior walls as needed and always maintain.
- ◆ Reinstall all missing and required hardware for front and rear hallway doors.
- ◆ Replace and reinstall missing and required attic and wall space access doors, secure and always maintain.
- ◆ Raise suspended hanging chain rear stairway chandelier lighting mounted in rear stairwell area.
- ◆ Obtain and properly post a copy of required permits for replaced interior door and frame replacement.
- ◆ Properly repair and replace, with required permit, missing and required interior stairwell floor door, frame and hardware and always maintain.

2nd Floor:

Please provide a list of all vacant units / apartment on each floor inside the structure.

- ◆ Properly install all missing and incomplete apartment numbers on the doors on each floor inside of structure and always maintain.
- ◆ Repair and/or replace, with required permits, all required missing and/or inoperative interior lighting, including fire exit signs lighting for hallways and stairwell areas and always maintain.
- ◆ Properly replace all broken windows and required window screen in each legally occupied unit / apartment, with required permits if replaced, and/or board up all broken windows and paint expose wood to all vacant units / apartments inside of structure and always maintain.
- ◆ Remove all accumulation of debris and garbage around dumpster area and always maintain.
- ◆ Provide roll off dumpster for proper staging and disposal of junk and discarded furniture and appliance and properly screen in.
- ◆ Replace and/or repair all inoperative and missing balcony sliding glass doors and screens.
- ◆ Repair and/or replace all unsecure A/C units with required concrete pads and eliminate all exposed wires, missing metal cover plates, including for A/C electrical circuit breaker disconnected and metal inside plate and properly secure close and obtain required permits and always maintain.
- ◆ Replace all missing interior carpet for floors and steps on applicable floor inside of structure.
- ◆ Remove, eliminate, and properly dispose of all prohibited inside storage of furniture and appliances in applicable hallway and stairwell inside of structure.
- ◆ Remove, eliminate and bag up in plastic bags and properly dispose all accumulation of debris and garbage on applicable floors, stairways, electrical / utility room and properly dispose of and always maintain.
- ◆ Replace and install missing and required fire extinguishers on floor and always maintain.
- ◆ Install smoke detectors on each applicable hallway and stairwell areas inside of the structure and always maintain.
- ◆ Repair all applicable holes in ceilings and paint interior walls as needed and always maintain.
- ◆ Reinstall all missing and required hardware for front and rear hallway doors.
- ◆ Replace and reinstall missing and required attic and wall space access doors, secure and always maintain.
- ◆ Raise suspended hanging chain rear stairway chandelier lighting mounted in rear stairwell area.
- ◆ Obtain and properly post a copy of required permits for replaced interior door and frame replacement.
- ◆ Properly repair and replace, with required permit, missing and required interior stairwell floor door, frame and hardware and always maintain.

1st Floor:

Please provide a list of all vacant units / apartment on each floor inside the structure.

- ◆ Parking Lot deteriorated, dilapidated - repairs for cracks, releveling for positive drainage, re-stripped and seal.
- ◆ Accumulation of rubbish or garbage on the entire property - eliminate, remove, bag up in plastic bags and properly dispose of.
- ◆ Exterior of structures paint is faded, chip, discolored, oxidized and there is exposed wood and need pressure cleaning and repainting.
- ◆ Exterior of brick covering to entrance steps are missing, loose and needs replacing and securing.
- ◆ Exterior metal handrails are loose or missing for front and rear entrance - Obtain required permit, post and properly install and always maintain.
- ◆ Address Numbers are missing, obstructed and/or incomplete for the front and the rear entrances of structure and must be visible from day or night.
- ◆ Please provide a list of all vacant units / apartment on each floor inside the structure.
- ◆ Properly install all missing and incomplete apartment numbers on the doors on each floor inside of structure and always maintain.
- ◆ Repair and/or replace, with required permits, all required missing and/or inoperative exterior and interior lighting, including fire exit signs lighting for hallways on each floor.
- ◆ Properly replace all broken windows and required window screen in each legally occupied unit / apartment, with required permits if replaced, and/or board up all broken windows and paint expose wood to all vacant units / apartments inside of structure and always maintain.
- ◆ Remove all accumulation of debris and garbage around dumpster area and always maintain.
- ◆ Provide roll off dumpster for proper staging and disposal of junk and discarded furniture and appliance and properly screen in.
- ◆ Replace and/or repair all inoperative and missing balcony sliding glass doors and screens.
- ◆ Repair and/or replace all unsecure A/C units with required concrete pads and eliminate all exposed wires, missing metal cover plates, including for A/C electrical circuit breaker disconnected and metal inside plate and properly secure close and obtain required permits and always maintain.
- ◆ Remove all junk, abandoned, and unlicensed vehicles with missing and expired current license tags and current stickers visible from outside the vehicle, from the parking lot, the property and the city and do not return.

- ◆ Cut remove, eliminate all high grass and weeds from the entire property, including playground and parking lot areas and edge around structure, A/C units and playground equipment and fences and always maintain.
- ◆ Replace all standing water around all A/C units and properly reapply and all waterproof around exposed areas of the exterior brick around structure and always maintain.
- ◆ Replace all missing interior carpet for floors and steps on each applicable floor inside of structure.
- ◆ Remove, eliminate and properly dispose of all prohibited inside storage of furniture in all hallways and in stairwell inside of structure.
- ◆ Remove, eliminate and bag up in plastic bags and properly dispose all accumulation of debris and garbage on all applicable floors, stairways, electrical / utility room and properly dispose of and always maintain.
- ◆ Replace and install all missing and required fire extinguishers on each floor and always maintain.
- ◆ Install smoke detectors on each floor inside the structure and always maintain.
- ◆ Repair all holes in ceilings and paint interior walls as needed.
- ◆ Reinstall all missing and required hardware for front and rear entrance and hallway doors.
- ◆ Replace and reinstall missing and required attic and wall space access doors, secure and always maintain.
- ◆ Raise suspended hanging chain rear stairway chandelier lighting mounted in rear stairwell area.
- ◆ Obtain and properly post a copy of required permits for interior door and frame replacement.
- ◆ Properly repair and replace, with required permit, missing and required interior stairwell floor door and frame and always maintain.

Tuesday, June 8, 2021

Building 11 – Apartments 1113 – 1124

3rd Floor:

Please provide a list of all vacant units / apartment on each floor inside the structure.

- ◆ Properly install all missing and incomplete apartment numbers on the doors on each floor inside of structure and always maintain.
 - ◆ Repair and/or replace, with required permits, all required missing and/or inoperative interior lighting, including fire exit signs lighting for hallways and stairwell areas and always maintain.
 - ◆ Properly replace all broken windows and required window screen in each legally occupied unit / apartment, with required permits if replaced, and/or board up all broken windows and paint expose wood to all vacant units / apartments inside of structure and always maintain.
 - ◆ Remove all accumulation of debris and garbage around dumpster area and always maintain.
 - ◆ Provide roll off dumpster for proper staging and disposal of junk and discarded furniture and appliance and properly screen in.
 - ◆ Replace and/or repair all inoperative and missing balcony sliding glass doors and screens.
 - ◆ Repair and/or replace all unsecure A/C units with required concrete pads and eliminate all exposed wires, missing metal cover plates, including for A/C electrical circuit breaker disconnected and metal inside plate and properly secure close and obtain required permits and always maintain.
 - ◆ Replace all missing interior carpet for floors and steps on applicable floor inside of structure.
 - ◆ Remove, eliminate and properly dispose of all prohibited inside storage of furniture and appliances in applicable hallway and stairwell inside of structure.
 - ◆ Remove, eliminate and bag up in plastic bags and properly dispose all accumulation of debris and garbage on applicable floors, stairways, electrical / utility room and properly dispose of and always maintain.
-
- ◆ Replace and install missing and required fire extinguishers on floor and always maintain.
 - ◆ Install smoke detectors on each applicable hallway and stairwell areas inside of the structure and always maintain.
 - ◆ Repair all applicable holes in ceilings and paint interior walls as needed and always maintain.
 - ◆ Reinstall all missing and required hardware for front and rear hallway doors.
 - ◆ Replace and reinstall missing and required attic and wall space access doors, secure and always maintain.

- ◆ Raise suspended hanging chain rear stairway chandelier lighting mounted in rear stairwell area.
- ◆ Obtain and properly post a copy of required permits for replaced interior door and frame replacement.
- ◆ Properly repair and replace, with required permit, missing and required interior stairwell floor door, frame and hardware and always maintain.

2nd Floor:

Please provide a list of all vacant units / apartment on each floor inside the structure.

- ◆ Properly install all missing and incomplete apartment numbers on the doors on each floor inside of structure and always maintain.
- ◆ Repair and/or replace, with required permits, all required missing and/or inoperative interior lighting, including fire exit signs lighting for hallways and stairwell areas and always maintain.
- ◆ Properly replace all broken windows and required window screen in each legally occupied unit / apartment, with required permits if replaced, and/or board up all broken windows and paint expose wood to all vacant units / apartments inside of structure and always maintain.
- ◆ Remove all accumulation of debris and garbage around dumpster area and always maintain.
- ◆ Provide roll off dumpster for proper staging and disposal of junk and discarded furniture and appliance and properly screen in.
- ◆ Replace and/or repair all inoperative and missing balcony sliding glass doors and screens.
- ◆ Repair and/or replace all unsecure A/C units with required concrete pads and eliminate all exposed wires, missing metal cover plates, including for A/C electrical circuit breaker disconnected and metal inside plate and properly secure close and obtain required permits and always maintain.
- ◆ Replace all missing interior carpet for floors and steps on applicable floor inside of structure.
- ◆ Remove, eliminate and properly dispose of all prohibited inside storage of furniture and appliances in applicable hallway and stairwell inside of structure.
- ◆ Remove, eliminate and bag up in plastic bags and properly dispose all accumulation of debris and garbage on applicable floors, stairways, electrical / utility room and properly dispose of and always maintain.

- ◆ Replace and install missing and required fire extinguishers on floor and always maintain.
- ◆ Install smoke detectors on each applicable hallway and stairwell areas inside of the structure and always maintain.
- ◆ Repair all applicable holes in ceilings and paint interior walls as needed and always maintain.
- ◆ Reinstall all missing and required hardware for front and rear hallway doors.
- ◆ Replace and reinstall missing and required attic and wall space access doors, secure and always maintain.
- ◆ Raise suspended hanging chain rear stairway chandelier lighting mounted in rear stairwell area.
- ◆ Obtain and properly post a copy of required permits for replaced interior door and frame replacement.
- ◆ Properly repair and replace, with required permit, missing and required interior stairwell floor door, frame and hardware and always maintain.

1st Floor:

Please provide a list of all vacant units / apartment on each floor inside the structure.

- ◆ Parking Lot deteriorated, dilapidated - repairs for cracks, releveling for positive drainage, re-stripped and seal.
- ◆ Accumulation of rubbish or garbage on the entire property - eliminate, remove, bag up in plastic bags and properly dispose of.
- ◆ Exterior of structures paint is faded, chip, discolored, oxidized and there is exposed wood and need pressure cleaning and repainting.
- ◆ Exterior of brick covering to entrance steps are missing, loose and needs replacing and securing.
- ◆ Exterior metal handrails are loose or missing for front and rear entrance - Obtain required permit, post and properly install and always maintain.
- ◆ Address Numbers are missing, obstructed and/or incomplete for the front and the rear entrances of structure and must be visible from day or night.
- ◆ Please provide a list of all vacant units / apartment on each floor inside the structure.
- ◆ Properly install all missing and incomplete apartment numbers on the doors on each floor inside of structure and always maintain.
- ◆ Repair and/or replace, with required permits, all required missing and/or inoperative exterior and interior lighting, including fire exit signs lighting for hallways on each floor.

- ◆ Properly replace all broken windows and required window screen in each legally occupied unit / apartment, with required permits if replaced, and/or board up all broken windows and paint expose wood to all vacant units / apartments inside of structure and always maintain.
- ◆ Remove all accumulation of debris and garbage around dumpster area and always maintain.
- ◆ Provide roll off dumpster for proper staging and disposal of junk and discarded furniture and appliance and properly screen in.
- ◆ Replace and/or repair all inoperative and missing balcony sliding glass doors and screens.
- ◆ Repair and/or replace all unsecure A/C units with required concrete pads and eliminate all exposed wires, missing metal cover plates, including for A/C electrical circuit breaker disconnected and metal inside plate and properly secure close and obtain required permits and always maintain.
- ◆ Remove all junk, abandoned, and unlicensed vehicles with missing and expired current license tags and current stickers visible from outside the vehicle, from the parking lot, the property and the city and do not return.
- ◆ Cut remove, eliminate all high grass and weeds from the entire property, including playground and parking lot areas and edge around structure, A/C units and playground equipment and fences and always maintain.
- ◆ Replace all standing water around all A/C units and properly reapply and all waterproof around exposed areas of the exterior brick around structure and always maintain.
- ◆ Replace all missing interior carpet for floors and steps on each applicable floor inside of structure.
- ◆ Remove, eliminate and properly dispose of all prohibited inside storage of furniture in all hallways and in stairwell inside of structure.
- ◆ Remove, eliminate and bag up in plastic bags and properly dispose all accumulation of debris and garbage on all applicable floors, stairways, electrical / utility room and properly dispose of and always maintain.
- ◆ Replace and install all missing and required fire extinguishers on each floor and always maintain.
- ◆ Install smoke detectors on each floor inside the structure and always maintain.
- ◆ Repair all holes in ceilings and paint interior walls as needed.
- ◆ Reinstall all missing and required hardware for front and rear entrance and hallway doors.
- ◆ Replace and reinstall missing and required attic and wall space access doors, secure and always maintain.
- ◆ Raise suspended hanging chain rear stairway chandelier lighting mounted in rear stairwell area.

- ◆ Obtain and properly post a copy of required permits for interior door and frame replacement.
- ◆ Properly repair and replace, with required permit, missing and required interior stairwell floor door and frame and always maintain.

Building 12: part1

Apartments 1211-1224

3rd Floor:

- Missing glass at the entrance door.
- Fire alarm in disrepair.
- Door in disrepair, no doorknob.
- Stairway interior walls on both hallways in disrepair.
- No fire extinguisher in receptacle.

2nd Floor:

- Fire alarm in disrepair.
- Door in disrepair, no doorknob.
- Stairway interior walls on both hallways in disrepair.
- No fire extinguisher in receptacle.

1nd Floor: Sealed off

- The 1st floor has been sealed off.
- The exterior of the structure has trash and debris and junked vehicles were observed in the parking lot.

Apartment 1201 is vacant

Building 12: part2

Apartments 1211 –1224

3rd Floor:

- Fire alarm in disrepair.
- Door in disrepair, no doorknob.
- Stairway interior walls on both hallways in disrepair.
- No fire extinguisher in receptacle.
- Fire alarm in disrepair.

- Door in disrepair, no doorknob.
- Stairway interior walls on both hallways in disrepair.
- No fire extinguisher in receptacle.

2nd Floor:

- No fire extinguisher in receptacle.

1st Floor:

- No fire extinguisher in receptacle.

Building 13:

Apartments 1311-1324

3rd Floor:

- Missing glass at the entrance door.
- Fire alarm in disrepair.
- Door frame in disrepair.
- Stairway interior walls on both hallways in disrepair.
- No fire extinguisher in receptacle.

2nd Floor:

- Fire alarm in disrepair.
- Door frame in disrepair.
- Stairway interior walls on both hallways in disrepair.
- No fire extinguisher in receptacle.
- Exposed electrical wires from missing exit sign.

1st Floor:

- Fire alarm in disrepair.
- Door frame in disrepair.
- interior walls in disrepair.
- No fire extinguisher in receptacle.
- Door in disrepair
- Exterior walls in disrepair
- Damaged 2nd and 3rd floor decking
- Gutter in disrepair
- Trash ,debris and high weeds all around structure.

Apartments 1401-1424

3rd Floor:

- No smoke detectors
- No fire extinguisher
- Trash in hallway
- Balcony in disrepair
- Broken window in the hallway

2nd Floor:

- No smoke detectors
- No fire extinguishers
- Trash in the hallways
- Balcony in disrepair
- Utility room door is unsecured
- Utility room has trash/clothes in it

1st Floor:

- No smoke detectors
- No fire extinguisher
- Trash in hallways
- Trash and high grass and weeds in the front and back of building
- Junk vehicles in front of the building

Vacant units; 1401,1415,1419,1423,1416

1st Floor

- IPMC 108.1 Unsafe Structures – Repair soft and uneven floor at entrance and exits just inside of building at the rear exit of structure.
- IPMC 108.1.2 Unsafe Equipment – Repair fire alarm system and exposed wiring on exterior lighting, missing parking lot, front and rear of structure required lighting, missing and required fire extinguisher and electrical outlet covers for interior hallway and always maintain.

- IPMC 304.2 Exterior Structure – Protective Treatment – Pressure clean to remove and eliminate stains, discoloration, oxidization, chipped, peeling and flaking paint and exposed wood, holes in exterior brick walls near A/C units for plumbing lines and properly repaint exterior of structure; properly repair and/or replace all dilapidated concrete planters and wooden retainer walls in compliance with all codes and always maintain.
- IPMC 302.1 Sanitation – Remove all accumulation of debris trash, litter, garbage, etc. around dumpster areas and supply roll off dumpster to remove bulk trash from ground, provided required service and always maintain.
- IPMC 302.1 Exterior of Property – Obtain all required permits, repair all potholes and uneven places, provide positive drainage, install all required parking space stops, properly stripe, (including handicap parking spaces and signs) and always maintain.
- IPMC 302.4 Weeds - Cut remove, eliminate and remove and edge entire property including around structures, including A/C units, patios, ponds and lakes, trees, shrubs and retainer walls and always maintain.
- IPMC 302.7 Accessory Structures – properly obtain all required permits and repair warped wooden supports for balconies and roof and patio extensions beyond ground floor patio area on unit, properly install wooden enclosure and gates around garbage dumpsters in compliance with all city codes, immediately.
- IPMC 302.8 Motor Vehicles - Remove all inoperative, unlicensed and junk, abandoned and wrecked vehicles from property and the city and do not return.
- IPMC 304.3 Exterior Structure – Properly install missing and/or loss, missing, required and approved address number in compliance with all codes and always maintain.
- IPMC 305.3 Interior Surfaces – Repair all holes in sheetrock walls, remove all graffiti, stains and discoloration in ceilings and interior door frames, properly repaint and always maintain.
- IPMC 304.5 Handrails and Guards – Repair and/or replace all loose, improperly secure and required metal handrails and rails and always maintain.
- IPMC 304.10 Exterior Structure – Repair front and rear doors hardware, bowed and warp wooden support for balcony beam in compliance with all city codes and always maintain.
- IPMC 308 Accumulation of Rubbish or Garbage – Remove and eliminate around entire property and garbage dumpster areas and inside structures on each floor and stairwells and always maintain.
- IPMC 503.4 Floor Surfaces
- SEC 3-3001 Maintenance of Proper Sanitary Conditions on Premises Requires; Procedures; Enforcement – Remove and eliminate all prohibited outside storage and place what is allowed

on the sides and or rear of buildings, (but not on patios, wooden decks and/or in the interior of structures).

- Sec 8-2006 Parking or storage of unlicensed, inoperable vehicles, trailers or equipment – Remove all vehicles parking or storage of unlicensed, inoperable vehicles, trailers or equipment from property, the city and do not return to the city.
- ZR-Sec – 4.2.5 Outside Storage – Remove and eliminate all prohibited outside storage from balconies and patios, (i.e., refrigerators, grills, accumulation, garbage, plastic bags, etc.).
 - 4.2.6 Maintenance of vegetation – Properly replace all missing and require grass and always maintain, including trees, shrubs, hedges and/or other landscaping materials approved by the city arborist.

Building 15: Apartments 1505–1508

2nd Floor

- IPMC 108.1 Unsafe Structures – Repair soft and uneven floor at entrance and exits just inside of building at the rear exit of structure.
- IPMC 108.1.2 Unsafe Equipment – Repair fire alarm system and exposed wiring on exterior lighting, missing parking lot, front and rear of structure required lighting, missing and required fire extinguisher for interior hallway and always maintain.
- IPMC 304.2 Exterior Structure – Protective Treatment – Pressure clean to remove and eliminate stains, discoloration, oxidization, chipped, peeling and flaking paint and exposed wood, holes in exterior brick walls near A/C units for plumbing lines and properly repaint exterior of structure; properly repair and/or replace all dilapidated concrete planters and wooden retainer walls in compliance with all codes and always maintain.
- IPMC 302.1 Sanitation – Remove all accumulation of debris trash, litter, garbage, etc. around dumpster areas and supply roll off dumpster to remove bulk trash from ground, provided required service and always maintain.
- IPMC 302.1 Exterior of Property – Obtain all required permits, repair all potholes and uneven places, provide positive drainage, install all required parking space stops, properly stripe, (including handicap parking spaces and signs) and always maintain.
- IPMC 302.7 Accessory Structures – properly obtain all required permits and repair warped wooden supports for balconies and roof and patio extensions beyond ground floor patio area

on unit, properly install wooden enclosure and gates around garbage dumpsters in compliance with all city codes, immediately.

- IPMC 302.8 Motor Vehicles - Remove all inoperative, unlicensed and junk, abandoned and wrecked vehicles from property and the city and do not return.
- IPMC 304.3 Exterior Structure – Properly install missing and/or loss, missing, required and approved address number in compliance with all codes and always maintain.
- IPMC 305.3 Interior Surfaces – Repair all holes in sheetrock walls, remove all graffiti, stains and discoloration in ceilings and interior door frames, properly repaint and always maintain.
- IPMC 304.10 Exterior Structure – Repair front and rear doors hardware, bowed and warp wooden support for balcony beam in compliance with all city codes and always maintain.
- IPMC 308 Accumulation of Rubbish or Garbage – Remove and eliminate around entire property and garbage dumpster areas and always maintain.
- Sec 8-2006 Parking or storage of unlicensed, inoperable vehicles, trailers or equipment – Remove all vehicles parking or storage of unlicensed, inoperable vehicles, trailers or equipment from property, the city and do not return to the city.
- ZR-Sec – 4.2.5 Outside Storage – Remove and eliminate all prohibited outside storage from balconies and patios, (i.e., refrigerators, grills, accumulation, garbage, plastic bags, etc.).

Building 15: Apartments 1509–1512

3rd Floor

- IPMC 108.1 Unsafe Structures – Repair soft and uneven floor at exits just inside of building at the rear exit of structure.
- IPMC 108.1.2 Unsafe Equipment – Repair fire alarm system and exposed wiring on exterior lighting, missing parking lot, front and rear of structure required lighting, missing and require electrical outlet covers, missing and required fire extinguisher for interior hallway and always maintain.
- IPMC 304.2 Exterior Structure – Protective Treatment – Pressure clean to remove and eliminate stains, discoloration, oxidization, chipped, peeling and flaking paint and exposed

wood, holes in exterior brick walls near A/C units for plumbing lines and properly repaint exterior of structure; properly repair and/or replace all dilapidated concrete planters and wooden retainer walls in compliance with all codes and always maintain.

- IPMC 302.1 Sanitation – Remove all accumulation of debris trash, litter, garbage, etc. around dumpster areas and supply roll off dumpster to remove bulk trash from ground, provided required service and always maintain.
- IPMC 302.1 Exterior of Property – Obtain all required permits, repair all potholes and uneven places, provide positive drainage, install all required parking space stops, properly stripe, (including handicap parking spaces and signs) and always maintain.
- IPMC 302.4 Weeds - Cut remove, eliminate and remove and edge entire property including around structures, including A/C units, patios, ponds and lakes, trees, shrubs and retainer walls and always maintain.
- IPMC 302.7 Accessory Structures – properly obtain all required permits and repair warped wooden supports for balconies and roof and patio extensions beyond ground floor patio area on unit, properly install wooden enclosure and gates around garbage dumpsters in compliance with all city codes, immediately.
- IPMC 302.8 Motor Vehicles - Remove all inoperative, unlicensed and junk, abandoned and wrecked vehicles from property and the city and do not return.
- IPMC 304.3 Exterior Structure – Properly install missing and/or loss, missing, required and approved address number in compliance with all codes and always maintain.
- IPMC 305.3 Interior Surfaces – Repair all holes in sheetrock walls, remove all graffiti, stains and discoloration in ceilings and interior door frames, properly repaint and always maintain.
- IPMC 304.10 Exterior Structure – Repair front and rear doors hardware, bowed and warp wooden support for balcony beam in compliance with all city codes and always maintain.
- IPMC 308 Accumulation of Rubbish or Garbage – Remove and eliminate around entire property and garbage dumpster areas and inside structures on each floor and stairwells and always maintain.
- Sec 8-2006 Parking or storage of unlicensed, inoperable vehicles, trailers or equipment – Remove all vehicles parking or storage of unlicensed, inoperable vehicles, trailers or equipment from property, the city and do not return to the city.
- ZR-Sec – 4.2.5 Outside Storage – Remove and eliminate all prohibited outside storage from balconies and patios, (i.e., refrigerators, grills, accumulation, garbage, plastic bags, etc.).

Building 15: Apartments 1513–1516

1st Floor

- IPMC 108.1 Unsafe Structures – Repair soft and uneven floor at exits just inside of building at the rear exit of structure.
- IPMC 108.1.2 Unsafe Equipment – Repair fire alarm system and exposed wiring on exterior lighting, missing parking lot, front and rear of structure required lighting, missing and require electrical outlet covers, missing and required fire extinguisher for interior hallway and always maintain.
- IPMC 304.2 Exterior Structure – Protective Treatment – Pressure clean to remove and eliminate stains, discoloration, oxidization, chipped, peeling and flaking paint and exposed wood, holes in exterior brick walls near A/C units for plumbing lines and properly repaint exterior of structure; properly repair and/or replace all dilapidated concrete planters and wooden retainer walls in compliance with all codes and always maintain.
- IPMC 302.1 Sanitation – Remove all accumulation of debris trash, litter, garbage, etc. around dumpster areas and supply roll off dumpster to remove bulk trash from ground, provided required service and always maintain.
- IPMC 302.1 Exterior of Property – Obtain all required permits, repair all potholes and uneven places, provide positive drainage, install all required parking space stops, properly stripe, (including handicap parking spaces and signs) and always maintain.
- IPMC 302.4 Weeds - Cut remove, eliminate and remove and edge entire property including around structures, including A/C units, patios, ponds and lakes, trees, shrubs and retainer walls and always maintain.
- IPMC 302.7 Accessory Structures – properly obtain all required permits and repair warped wooden supports for balconies and roof and patio extensions beyond ground floor patio area on unit, properly install wooden enclosure and gates around garbage dumpsters in compliance with all city codes, immediately.
- IPMC 302.8 Motor Vehicles - Remove all inoperative, unlicensed and junk, abandoned and wrecked vehicles from property and the city and do not return.
- IPMC 304.3 Exterior Structure – Properly install missing and/or loss, missing, required and approved address number in compliance with all codes and always maintain.
- IPMC 305.3 Interior Surfaces – Repair all holes in sheetrock walls, remove all graffiti, stains and discoloration in ceilings and interior door frames, properly repaint and always maintain.

- IPMC 304.5 Handrails and Guards – Repair and/or replace all loose, improperly secure and required metal handrails and rails and always maintain.
- IPMC 304.10 Exterior Structure – Repair front and rear doors hardware, bowed and warp wooden support for balcony beam in compliance with all city codes and always maintain.
- IPMC 308 Accumulation of Rubbish or Garbage – Remove and eliminate around entire property and garbage dumpster areas and inside structures on each floor and stairwells and always maintain.
- IPMC 503.4 Floor Surfaces
- Sec 8-2006 Parking or storage of unlicensed, inoperable vehicles, trailers or equipment – Remove all vehicles parking or storage of unlicensed, inoperable vehicles, trailers or equipment from property, the city and do not return to the city.
- ZR-Sec – 4.2.5 Outside Storage – Remove and eliminate all prohibited outside storage from balconies and patios, (i.e., refrigerators, grills, accumulation, garbage, plastic bags, etc.).
 - 4.2.6 Maintenance of vegetation – Properly replace all missing and require grass and always maintain, including trees, shrubs, hedges and/or other landscaping materials approved by the city arborist.

Building 15: Apartments 1517–1520

2nd Floor

- IPMC 108.1.2 Unsafe Equipment – Repair fire alarm system and exposed wiring on exterior lighting, missing parking lot, front and rear of structure required lighting, missing and required fire extinguisher for interior hallway and always maintain.
- IPMC 304.2 Exterior Structure – Protective Treatment – Pressure clean to remove and eliminate stains, discoloration, oxidization, chipped, peeling and flaking paint and exposed wood, holes in exterior brick walls near A/C units for plumbing lines and properly repaint exterior of structure; properly repair and/or replace all dilapidated concrete planters and wooden retainer walls in compliance with all codes and always maintain.
- IPMC 302.1 Sanitation – Remove all accumulation of debris trash, litter, garbage, etc. around dumpster areas and supply roll off dumpster to remove bulk trash from ground, provided required service and always maintain.

- IPMC 302.1 Exterior of Property – Obtain all required permits, repair all potholes and uneven places, provide positive drainage, install all required parking space stops, properly stripe, (including handicap parking spaces and signs) and always maintain.
- IPMC 302.4 Weeds - Cut remove, eliminate and remove and edge entire property including around structures, including A/C units, patios, ponds and lakes, trees, shrubs and retainer walls and always maintain.
- IPMC 302.7 Accessory Structures – properly obtain all required permits and repair warped wooden supports for balconies and roof and patio extensions beyond ground floor patio area on unit, properly install wooden enclosure and gates around garbage dumpsters in compliance with all city codes, immediately.
- IPMC 302.8 Motor Vehicles - Remove all inoperative, unlicensed and junk, abandoned and wrecked vehicles from property and the city and do not return.
- IPMC 304.3 Exterior Structure – Properly install missing and/or loss, missing, required and approved address number in compliance with all codes and always maintain.
- IPMC 305.3 Interior Surfaces – Repair all holes in sheetrock walls, remove all graffiti, stains and discoloration in ceilings and interior door frames, properly repaint and always maintain.
- IPMC 304.10 Exterior Structure – Repair front and rear doors hardware, bowed and warp wooden support for balcony beam in compliance with all city codes and always maintain.
- IPMC 308 Accumulation of Rubbish or Garbage – Remove and eliminate around entire property and garbage dumpster areas and inside structures on each floor and stairwells and always maintain.
- IPMC 503.4 Floor Surfaces – Repair soft and uneven wooden floor area near rear entrance of structure and always maintain.
- Sec 8-2006 Parking or storage of unlicensed, inoperable vehicles, trailers or equipment – Remove all vehicles parking or storage of unlicensed, inoperable vehicles, trailers or equipment from property, the city and do not return to the city.
- ZR-Sec – 4.2.5 Outside Storage – Remove and eliminate all prohibited outside storage from balconies and patios, (i.e., refrigerators, grills, accumulation, garbage, plastic bags, etc.).

Building 15: Apartments 1521–1524

3rd Floor

- IPMC 108.1.2 Unsafe Equipment – Repair fire alarm system and exposed wiring on exterior lighting, missing parking lot, front and rear of structure required lighting, missing and required fire extinguisher for interior hallway and always maintain.
- IPMC 304.2 Exterior Structure – Protective Treatment – Pressure clean to remove and eliminate stains, discoloration, oxidization, chipped, peeling and flaking paint and exposed wood and properly repaint exterior of structure; properly repair and/or replace all dilapidated concrete planters and wooden retainer walls in compliance with all codes and always maintain.
- IPMC 302.1 Sanitation – Remove all accumulation of debris trash, litter, garbage, etc. and always maintain.
- IPMC 302.1 Exterior of Property – Obtain all required permits, repair all potholes and uneven places, provide positive drainage, install all required parking space stops, properly stripe, (including handicap parking spaces and signs) and always maintain.
- IPMC 302.4 Weeds - Cut remove, eliminate and remove and edge entire property including around structures, including A/C units, patios, ponds and lakes, trees, shrubs and retainer walls and always maintain.
- IPMC 302.7 Accessory Structures – properly obtain all required permits and repair warped wooden supports for balconies in compliance with all city codes, immediately.
- IPMC 302.8 Motor Vehicles - Remove all inoperative, unlicensed and junk, abandoned and wrecked vehicles from property and the city and do not return.
- IPMC 304.3 Exterior Structure – Properly install missing and/or loss, missing, required and approved address number in compliance with all codes and always maintain.

- IPMC 305.3 Interior Surfaces – Repair all holes in sheetrock walls, remove all graffiti, stains and discoloration in ceilings, properly repaint and always maintain.
- IPMC 304.5 Handrails and Guards – Repair and/or replace all loose, improperly secure and required metal handrails and rails and always maintain.
- IPMC 304.10 Exterior Structure – Repair front and rear doors hardware, bowed and warp wooden support balcony beam in compliance with all city codes and always maintain.
- IPMC 308 Accumulation of Rubbish or Garbage – Remove and eliminate around entire property and garbage dumpster areas and always maintain.
- IPMC 503.4 Floor Surfaces
- ZR-Sec – 4.2.5 Outside Storage – Remove and eliminate all prohibited outside storage from balconies and patios, (i.e., refrigerators, grills, accumulation, garbage, plastic bags, etc.).

Building 13: Apartments 1301–1304

1st Floor

- IPMC 108.1.2 Unsafe Equipment – Repair fire alarm system and exposed wiring on exterior lighting, missing parking lot, front and rear of structure required lighting, missing and required fire extinguisher; eliminate exposed wire for all A/C units and missing and unsecured metal covers and lids and always maintain.
- IPMC 304.2 Exterior Structure – Protective Treatment – Pressure clean to remove and eliminate stains, discoloration, oxidization, chipped, peeling and flaking paint and exposed wood and properly repaint exterior of structure; properly repair and/or replace cracks and uneven places in rear exit concrete landing and steps and wooden retainer walls in compliance with all codes and always maintain.
- IPMC 302.1 Sanitation – Remove all accumulation of debris trash, litter, garbage, etc. in the interior of structure on each floor, stair wells and always maintain.

- IPMC 302.1 Exterior of Property – Obtain all required permits, repair all potholes and uneven places, provide positive drainage, install all required parking space stops, properly stripe, (including handicap parking spaces and signs) and always maintain.
- IPMC 302.4 Weeds - Cut remove, eliminate and remove and edge entire property including around structures, including A/C units, patios, ponds and lakes, trees, shrubs and retainer walls and always maintain.
- IPMC 302.7 Accessory Structures – properly obtain all required permits and repair warped wooden supports for balconies in compliance with all city codes, immediately.
- IPMC 302.8 Motor Vehicles - Remove all inoperative, unlicensed and junk, abandoned and wrecked vehicles from property and the city and do not return.
- IPMC 304.3 Exterior Structure – Properly install missing and/or loss, missing, required and approved address number in compliance with all codes and always maintain.
- IPMC 305.3 Interior Surfaces – Repair all holes in sheetrock walls, remove all graffiti, stains and discoloration in ceilings, properly repaint and always maintain.
- IPMC 304.10 Exterior Structure – Repair front and rear doors hardware and broken windows in compliance with all city codes and always maintain.
- IPMC 308 Accumulation of Rubbish or Garbage – Remove and eliminate around entire property and garbage dumpster areas and always maintain.
- IPMC 503.4 Floor Surfaces – replace all missing floor and always carpeting.
- Sec 8-2006 Parking or storage of unlicensed, inoperable vehicles, trailers or equipment – Remove all vehicles parking or storage of unlicensed, inoperable vehicles, trailers or equipment from property, the city and do not return to the city.
- ZR-Sec – 4.2.5 Outside Storage – Remove and eliminate all prohibited outside storage from balconies and patios, (i.e., refrigerators, grills, accumulation, garbage, plastic bags, etc.).
 - 4.2.6 Maintenance of vegetation – Properly replace all missing and require grass and always maintain, including trees, shrubs, hedges and/or other landscaping materials approved by the city arborist.

Building 13: Apartments 1305–1308

2nd Floor

- IPMC 108.1.2 Unsafe Equipment – Repair fire alarm system and exposed wiring on exterior lighting, missing parking lot, front and rear of structure required lighting, missing and required fire extinguisher for interior hallway and always maintain.
- IPMC 304.2 Exterior Structure – Protective Treatment – Pressure clean to remove and eliminate stains, discoloration, oxidization, chipped, peeling and flaking paint and exposed wood and properly repaint exterior of structure; properly repair and/or replace all dilapidated concrete planters and wooden retainer walls in compliance with all codes and always maintain.
- IPMC 302.1 Sanitation – Remove all accumulation of debris trash, litter, garbage, etc. and always maintain.
- IPMC 302.1 Exterior of Property – Obtain all required permits, repair all potholes and uneven places, provide positive drainage, install all required parking space stops, properly stripe, (including handicap parking spaces and signs) and always maintain.
- IPMC 302.8 Motor Vehicles - Remove all inoperative, unlicensed and junk, abandoned and wrecked vehicles from property and the city and do not return.
- IPMC 304.3 Exterior Structure – Properly install missing and/or loss, missing, required and approved address number in compliance with all codes and always maintain.
- IPMC 305.3 Interior Surfaces – Repair all holes in sheetrock walls, remove all graffiti, stains and discoloration in ceilings, properly repaint and always maintain.
- IPMC 304.5 Handrails and Guards – Repair and/or replace all loose, improperly secure and required metal handrails and rails and always maintain.
- IPMC 308 Accumulation of Rubbish or Garbage – Remove and eliminate around entire property and garbage dumpster areas and always maintain.
- Sec 8-2006 Parking or storage of unlicensed, inoperable vehicles, trailers or equipment – Remove all vehicles parking or storage of unlicensed, inoperable vehicles, trailers or equipment from property, the city and do not return to the city.
- ZR-Sec – 4.2.5 Outside Storage – Remove and eliminate all prohibited outside storage from balconies and patios, (i.e., refrigerators, grills, accumulation, garbage, plastic bags, etc.).

Building 13: Apartments 1309–1312

3rd Floor

- IPMC 108.1.2 Unsafe Equipment – Repair fire alarm system and exposed wiring on exterior lighting, missing parking lot, front and rear of structure required lighting, missing and required fire extinguisher for interior hallway and always maintain.
- IPMC 304.2 Exterior Structure – Protective Treatment – Pressure clean to remove and eliminate stains, discoloration, oxidization, chipped, peeling and flaking paint and exposed wood and properly repaint exterior of structure; properly repair and/or replace all dilapidated concrete planters and wooden retainer walls in compliance with all codes and always maintain.
- IPMC 302.1 Sanitation – Remove all accumulation of debris trash, litter, garbage, etc. and always maintain.
- IPMC 302.1 Exterior of Property – Obtain all required permits, repair all potholes and uneven places, provide positive drainage, install all required parking space stops, properly stripe, (including handicap parking spaces and signs) and always maintain.
- IPMC 302.4 Weeds - Cut remove, eliminate and remove and edge entire property including around structures, including A/C units, patios, ponds and lakes, trees, shrubs and retainer walls and always maintain.
- IPMC 302.7 Accessory Structures – properly obtain all required permits and repair warped wooden supports for balconies in compliance with all city codes, immediately.
- IPMC 302.8 Motor Vehicles - Remove all inoperative, unlicensed and junk, abandoned and wrecked vehicles from property and the city and do not return.
- IPMC 304.3 Exterior Structure – Properly install missing and/or loss, missing, required and approved address number in compliance with all codes and always maintain.
- IPMC 305.3 Interior Surfaces – Repair all holes in sheetrock walls, remove all graffiti, stains and discoloration in ceilings, properly repaint and always maintain.
- IPMC 304.5 Handrails and Guards – Repair and/or replace all loose, improperly secure and required metal handrails and rails and always maintain.
- ZR-Sec – 4.2.5 Outside Storage – Remove and eliminate all prohibited outside storage from balconies and patios, (i.e., refrigerators, grills, accumulation, garbage, plastic bags, etc.).

Building 8: Apartments 807-812

1st Floor 807-808

- No fire Extinguishers
- Utility closet is unsecured.

- Exposed wiring from ceiling

2nd Floor 809-810

- No fire Extinguishers.

3rd Floor 811-812

- No access.

Building 8: Apartments 801-806

1st Floor 801-802

- No fire Extinguishers.
- Interior walls in disrepair in the Hallway.
- Fire alarm in disrepair.

2nd Floor 803-804

- No fire Extinguishers.
- Interior walls in disrepair in the Hallway.
- Fire alarm in disrepair.

3rd Floor 805-806

- No fire Extinguishers.
- Ceiling damage.
- Exposed wires.
- Fire alarm in disrepair.

Building 10: Apartments 1001-1012

1st Floor 1001-1004

- No fire Extinguishers .
- Fire exit sign damaged.

2nd Floor 1005-1008

- No fire Extinguishers.
- Fire alarm in disrepair.

3rd Floor 1009-1012

- No fire Extinguishers.
- Interior wall in disrepair in the Hallway.

Building 10: Apartments 1013-1024

1st Floor 1013-1016

- No fire Extinguishers .
- Fire exit sign damaged.
- Emergency exit lights in disrepair.

2nd Floor 1017-1020

- No fire Extinguishers.
- Fire exit sign damaged.
- Emergency exit lights in disrepair.
- Light fixture in disrepair.

3rd Floor 1020-1024

- No fire Extinguishers.
- Emergency exit lights in disrepair.

June, 8 2021 10:00 am

Building 9: Units 913-924

1st Floor (Bottom Level)

VACCANT AND SECURED UNITS

#913

#910

DISCRIPTION AND VIOLATIONS;

Building 9 exterior is in bad shape, there are loose balconies, access doors are unstable, broken windows, a lot of glass, trash and debris, A/C units that are rusted with excessive vegetation growth, vegetation is growing up the building. There is rotten wood and chipped paint and wood on the building. Parking lot is in disrepair.

Interior of building 9 walls are damaged from water and also graffiti on the walls with profanity, trash and debris in the stairway and hallways, no fire extinguishers present in building 9, the exit signs in building 9 does not work.

- IPMC 108.1.2 Unsafe Equipment – Repair fire alarm system and exposed wiring on exterior lighting, missing parking lot, front and rear of structure required lighting, missing and required fire extinguisher for interior hallway and always maintain.
- IPMC 305.3 Interior Surfaces – Repair all holes in sheetrock walls, remove all graffiti, stains and discoloration in ceilings, properly repaint and always maintain.
- ZR-Sec – 4.2.5 Outside Storage – Remove and eliminate all prohibited outside storage from balconies and patios, (i.e., refrigerators, grills, accumulation, garbage, plastic bags, etc.).
- IPMC 304.2 Exterior Structure – Protective Treatment – Pressure clean to remove and eliminate stains, discoloration, oxidization, chipped, peeling and flaking paint and exposed wood and properly repaint exterior of structure; properly repair and/or replace all dilapidated concrete planters and wooden retainer walls in compliance with all codes and always maintain.
- IPMC 302.4 Weeds - Cut remove, eliminate and remove and edge entire property including around structures, including A/C units, patios, ponds and lakes, trees, shrubs and retainer walls and always maintain.
- IPMC 302.7 Accessory Structures – properly obtain all required permits and repair warped wooden supports for balconies and roof and patio extensions beyond ground floor patio area

on unit, properly install wooden enclosure and gates around garbage dumpsters in compliance with all city codes, immediately.

Building 9: Units 913-924

2nd Floor (Middle Level)

- IPMC 108.1.2 Unsafe Equipment – Repair fire alarm system and exposed wiring on exterior lighting, missing parking lot, front and rear of structure required lighting, missing and required fire extinguisher for interior hallway and always maintain.
- IPMC 304.10 Exterior Structure – Repair front and rear doors hardware and broken windows in compliance with all city codes and always maintain.

Building 9: Units 913-924

3rd Floor (Top Level)

- IPMC 108.1.2 Unsafe Equipment – Repair fire alarm system and exposed wiring on exterior lighting, missing parking lot, front and rear of structure required lighting, missing and required fire extinguisher for interior hallway and always maintain.

Building 9: Units 901-912

1st Floor (Bottom Level)

- IPMC 108.1.2 Unsafe Equipment – Repair fire alarm system and exposed wiring on exterior lighting, missing parking lot, front and rear of structure required lighting, missing and required fire extinguisher for interior hallway and always maintain.
- IPMC 305.3 Interior Surfaces – Repair all holes in sheetrock walls, remove all graffiti, stains and discoloration in ceilings, properly repaint and always maintain.
- ZR-Sec – 4.2.5 Outside Storage – Remove and eliminate all prohibited outside storage from balconies and patios, (i.e., refrigerators, grills, accumulation, garbage, plastic bags, etc.).
- IPMC 304.2 Exterior Structure – Protective Treatment – Pressure clean to remove and eliminate stains, discoloration, oxidization, chipped, peeling and flaking paint and exposed wood and properly repaint exterior of structure; properly repair and/or replace all dilapidated concrete planters and wooden retainer walls in compliance with all codes and always maintain.

- IPMC 302.4 Weeds - Cut remove, eliminate and remove and edge entire property including around structures, including A/C units, patios, ponds and lakes, trees, shrubs and retainer walls and always maintain.
- IPMC 302.7 Accessory Structures – properly obtain all required permits and repair warped wooden supports for balconies and roof and patio extensions beyond ground floor patio area on unit, properly install wooden enclosure and gates around garbage dumpsters in compliance with all city codes, immediately.

Building 9: Units 901-912

2nd Floor (Middle Level)

- IPMC 108.1.2 Unsafe Equipment – Repair fire alarm system and exposed wiring on exterior lighting, missing parking lot, front and rear of structure required lighting, missing and required fire extinguisher for interior hallway and always maintain.
- IPMC 304.10 Exterior Structure – Repair front and rear doors hardware and broken windows in compliance with all city codes and always maintain.

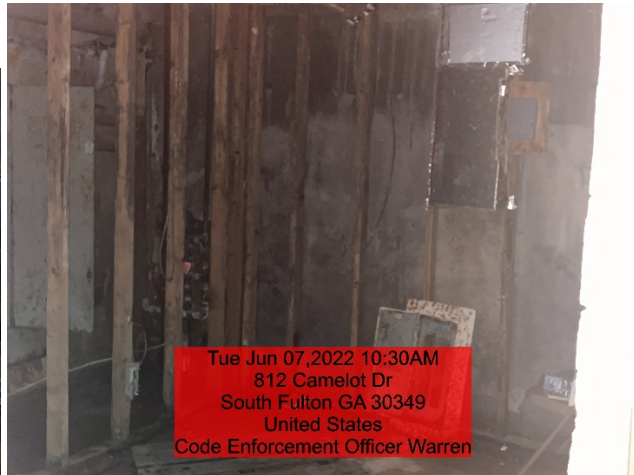
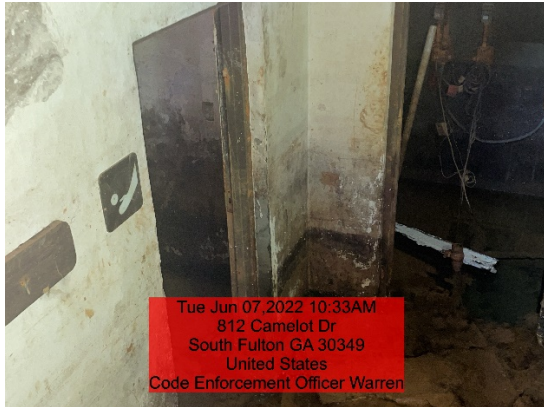
Building 9: Units 901-912

3rd Floor (Top Level)

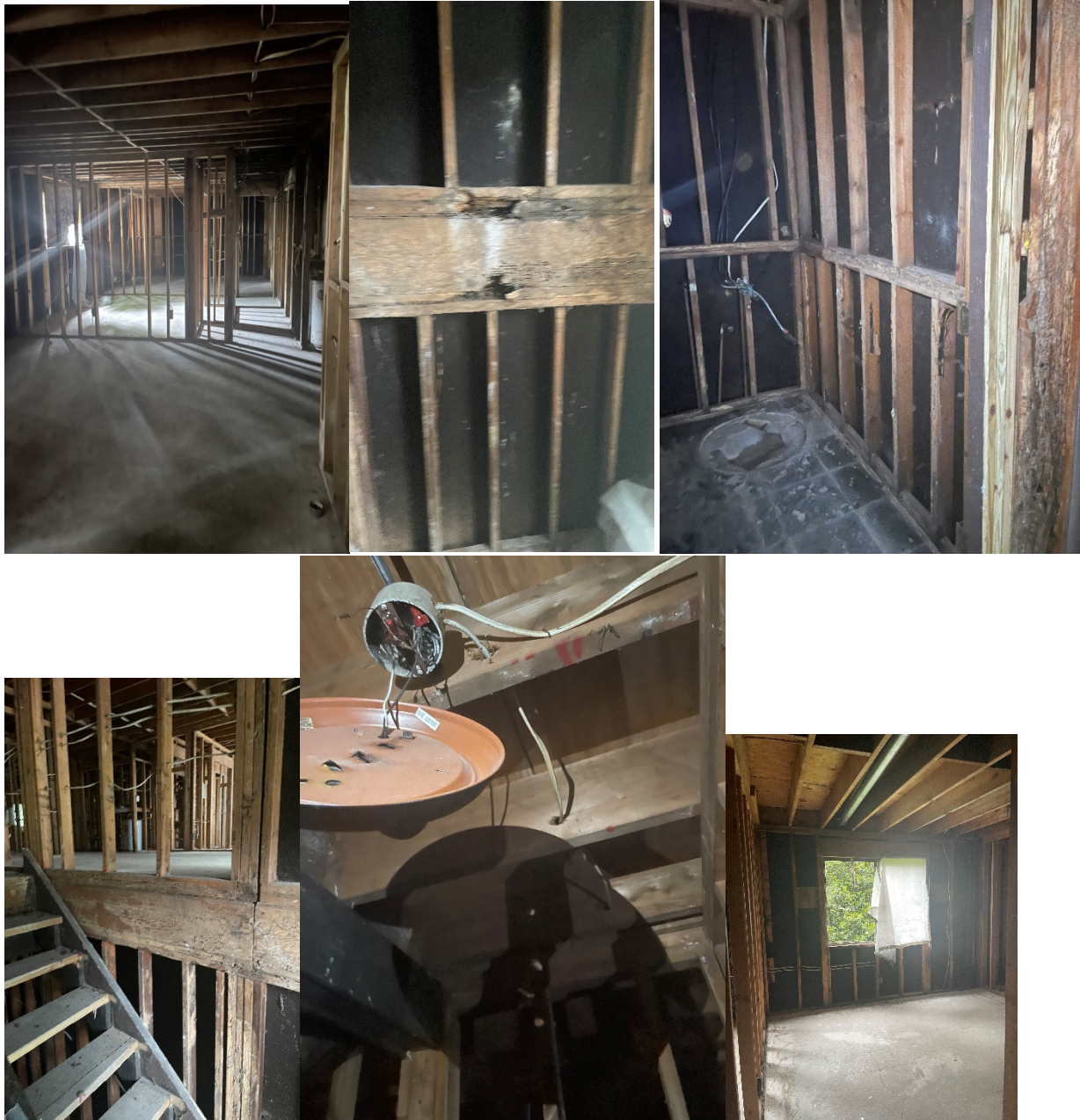
- IPMC 108.1.2 Unsafe Equipment – Repair fire alarm system and exposed wiring on exterior lighting, missing parking lot, front and rear of structure required lighting, missing and required fire extinguisher for interior hallway and always maintain.

Camelot Inspection Warrant Execution

Club House:

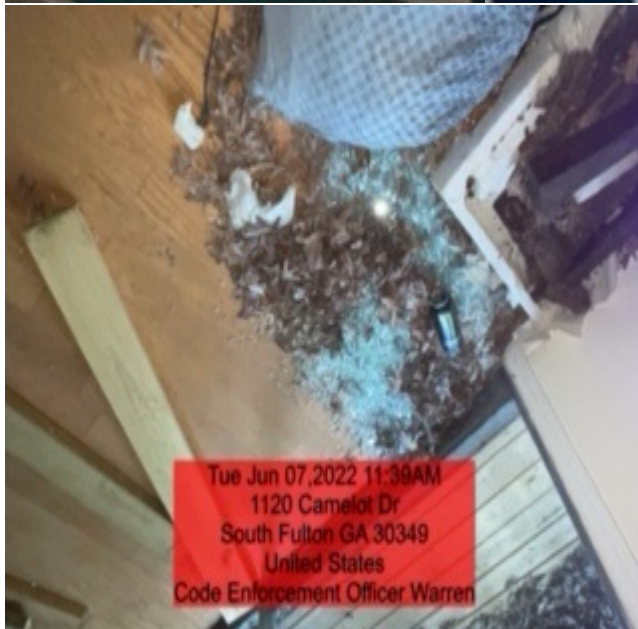
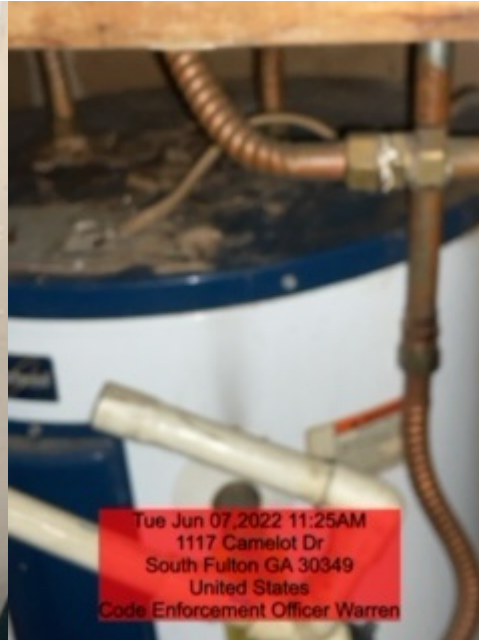
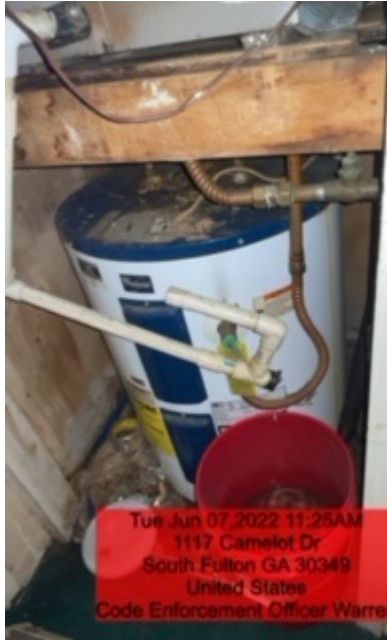


Building 7:



Building 11:

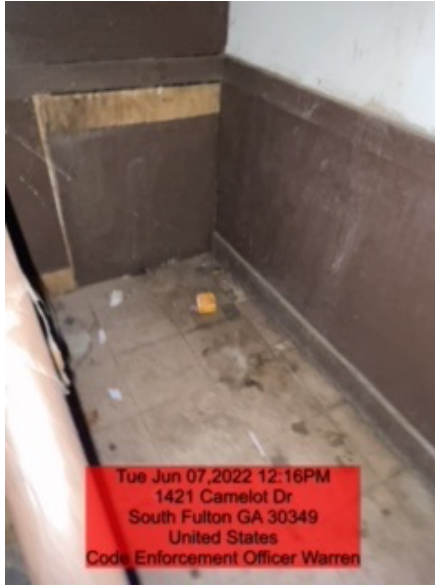






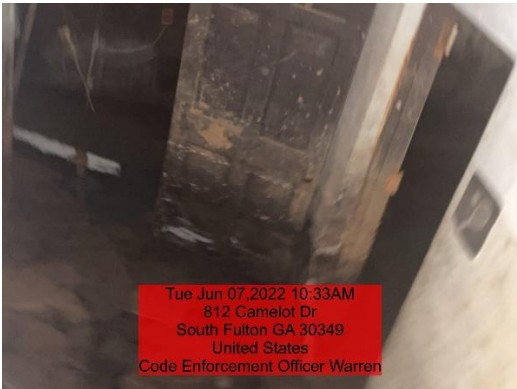
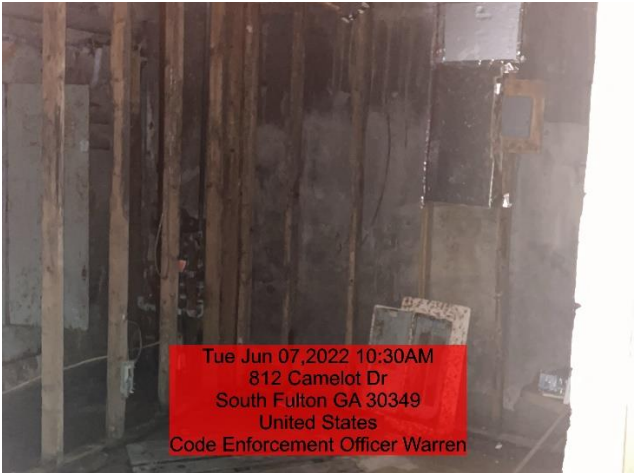
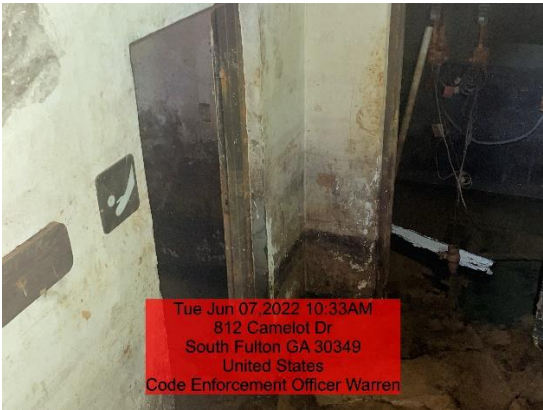
Building 14:



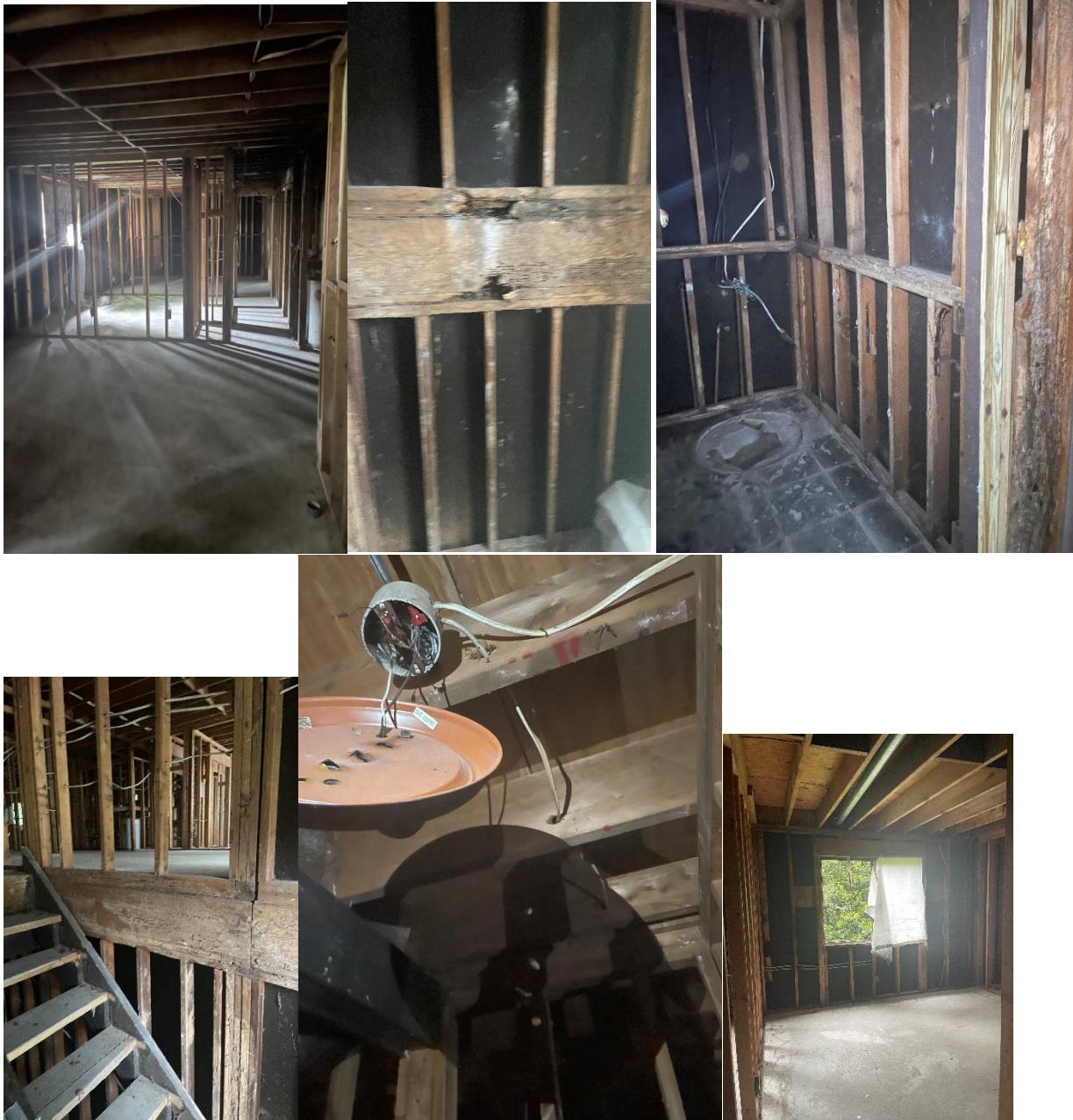


Camelot Inspection Warrant Execution

Club House:



Building 7:

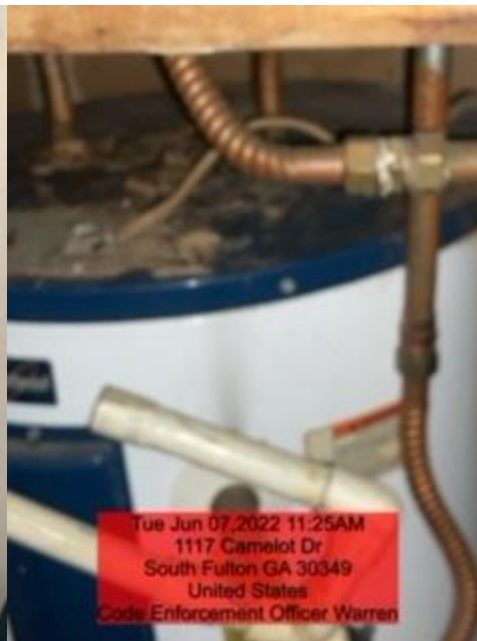


Building 11:





Tue Jun 07, 2022 11:25AM
1117 Camelot Dr
South Fulton GA 30349
United States
Code Enforcement Officer Warren



Tue Jun 07, 2022 11:25AM
1117 Camelot Dr
South Fulton GA 30349
United States
Code Enforcement Officer Warren



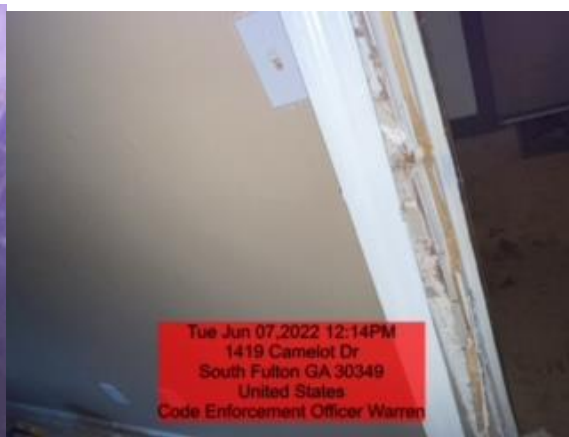
Tue Jun 07, 2022 11:30AM
1120 Camelot Dr
South Fulton GA 30349
United States
Code Enforcement Officer Warren

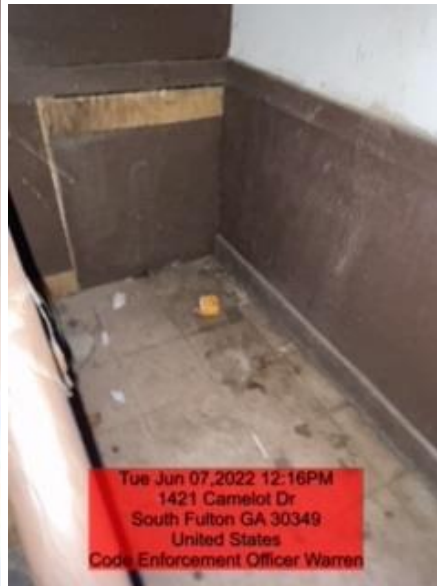


Tue Jun 07, 2022 11:53AM
1107 Camelot Dr
South Fulton GA 30349
United States
Code Enforcement Officer Warren



Building 14:





GEORGIA UNDERWRITING ASSOCIATION
3355 ANNANDALE LN,SUITE 3
SUWANEE GA 30024-2100

BB & T
BRANCH BANK AND TRUST

DATE	CHECK NUMBER
03/12/2020	0600369
AMOUNT	
\$1,500,000.00	

PAY **ONE MILLION FIVE HUNDRED THOUSAND AND 00/100 CENTS*******

TO THE **CAMELOT CLUB CONDOMINIUM ASSOCIATION INC**
ORDER OF
CAMELOT CLUB CONDOMINIUM ASSOCIATION INC
3101 TOWERCREEK PKWY SE STE 150
ATLANTA GA 30339-3256

CHECK IS VOID AFTER 90 DAYS

GEORGIA UNDERWRITING ASSOCIATION
3355 ANNANDALE LN,SUITE 3
SUWANEE GA 30024-2100

DATE	CHECK NUMBER	AMOUNT
03/12/2020	0600369	\$1,500,000.00

CAMELOT CLUB CONDOMINIUM ASSOCIATION INC

TRANSACTION STATEMENT

CLAIM NUMBER	POLICY NUMBER	LOAN NUMBER	CAUSE OF LOSS / LOSS DATE	AMOUNT
0041405			Fire / 01/29/2020	1,500,000.00

IMPORTANT:

PLEASE READ BEFORE YOU PROCESS YOUR CLAIM CHECK.

You May Hire any contractor of your choice. Please see our enclosed flyer, "Tips on Obtaining a Reputable Contractor"

If the attached claim check is made payable to more than one payee, all payees must endorse the check.

If a Mortgage company is listed, the Mortgage Company **MUST** endorse the check.
A verbal "okay" from the Mortgage Company to process the check without their endorsement
DOES NOT satisfy the endorsement requirement.

If a Mortgage company wants to give a release, they must fax in a written release stating that they release their claim.
The release **MUST** include the claim # and date of loss.
The release should also include the name, phone # and fax # of the person submitting the release.

Release can be faxed to:
GEORGIA UNDERWRITING ASSOCIATION
ATTN: CLAIMS DEPARTMENT
FAX NUMBER : 770-717-8620

CATEGORIES OF ELIGIBLE ACTIVITIES

Purpose

This chapter describes in some detail the many categories of activity types which may be assisted using CDBG funds. It also discusses a number of activities that may not be so assisted. The chapter also contains guidance on documenting compliance and making the best choice for selecting the category to carry out an activity when more than one may apply.

The purpose of the chapter is to help ensure that grantees will: (1) use CDBG funds only for activities that fall under an authorized category of basic eligibility; (2) properly classify the activity; and (3) provide adequate documentation as required by the category it selects for each such activity. The importance of using CDBG funds only for eligible activities is self-evident. The proper classification of each assisted activity by one of these categories of eligibility is also important because the statute and regulations place specific requirements on particular categories and not on others. For example, there is a statutory and regulatory limitation on the amount of CDBG funds which may be used for activities assisted under the category of Public Services. Some services that are assisted under the program may also be eligible under a category other than Public Services and, if properly classified by the grantee as such, would therefore not be subject to the 15% public service cap. There is also a limitation on the amount of CDBG funds which may be used for activities under the categories of Planning and Capacity Building and Program Administration. Likewise, there are other categories under which these types of activities might also qualify and thus not be subject to that cap.

The statute and regulations also place special requirements on certain categories of eligible activities, such as Code Enforcement and Special Economic Development Activities. An improperly classified activity may be unnecessarily subject to additional program requirements. Conversely, an activity may be carried out in a manner that does not meet the requirements of the selected category but it might be eligible under the requirements of another category not selected by the grantee for that activity.

Activity Categories

This chapter describes separately each category of basic eligibility under the program, in the following order:

CATEGORIES OF ELIGIBLE ACTIVITIES	PAGE
Acquisition of Real Property	2-3
Disposition	2-9
Public Facilities and Improvements	2-11
Clearance	2-18
Public Services	2-22
Interim Assistance	2-29
Relocation	2-33
Loss of Rental Income	2-35
Privately-Owned Utilities	2-36
Rehabilitation	2-38
Construction of Housing	2-47
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Special Economic Development Activities	2-55
Microenterprise Assistance	2-63
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Homeownership Assistance	2-73
Planning and Capacity Building	2-75
Program Administration Costs	2-77
Miscellaneous Other Activities	2-82

This chapter also discusses activities that are specifically ineligible and further covers ways of documenting compliance with the activity selected and how grantees can make the best choices, given the available options.

Acquisition of Real Property

Eligible Activities

The statute and regulations authorize the use of CDBG funds by a grantee or a public or private nonprofit entity to acquire real property in whole or in part by purchase, long-term lease, donation, or otherwise. In order to be considered acquisition, a permanent interest in the property must be obtained. Long-term leases are considered to constitute a permanent interest for this purpose if the lease is for a period of 15 years or more.

More specifically, CDBG funds may be used under this category by:

- ✓ The grantee,
- ✓ Any other public agency,
- ✓ A public nonprofit entity, or
- ✓ A private nonprofit entity.

to acquire real property for any public purpose. This authority is subject to the limitations at §570.207 (a)(1) which would preclude the acquisition cost attributable to a building to be used for the general conduct of government and §570.207(a)(3) which would preclude the acquisition of property to be used for political activities. *Reference: §570.201(a)*

Example

Real property to be acquired may be:

- Land,
- Air rights,
- Easements,
- Water rights,
- Rights-of-way,
- Buildings and other real property improvements, or
- Other interests in the real property.

Costs that may be paid for with CDBG funds under this category include the cost of surveys to identify the property to be acquired, appraisals, the preparation of legal documents, recordation fees, and other costs that are necessary to effect the acquisition.

*Real property acquisition under this category does **not** include:*

- ❖ The costs of moveable equipment, furnishings, or machinery if this is the principal purpose of the activity, since such items are not real property. They may, however, qualify under another category, such as Special Economic Development Activities when needed for

carrying out an economic development project, or under Public Services. (See discussion of these categories later in this chapter.)

- ❖ Acquisition of property which is then expected to be donated or sold at less than the purchase price to the same entity from which the property was purchased. This is not an eligible activity since it is not considered to involve a legitimate change of ownership.
- ❖ Acquisition of newly-constructed housing or an interest in the construction of new housing, unless such housing is already constructed and for sale on the open market at the time that a commitment is made to use CDBG funds for such a purchase. The prohibition of this type of acquisition is based on the fact that such acquisition would be considered to constitute assisting new new housing construction, which is generally ineligible for CDBG assistance. *Reference: §570.207(b)(3)*

Note: Acquisition of real property that does not meet the limitations for eligibility under this category may be eligible for CDBG assistance under other categories of basic eligibility. For example, CDBG funds may be provided to private individuals and private for-profit entities to acquire real property in the following situations:

- ❖ Under certain circumstances, CDBG funds may be provided to private individuals and private for-profit entities to acquire property to be rehabilitated, if the property is then rehabilitated and used or sold for residential purposes. *Reference: §570.202(b)(1)*
- ❖ Private non-profit entities may use CDBG funds to acquire real property for commercial or industrial uses, and private for-profit entities may also do so when appropriate for an economic development project. *References: §570.203(a) and (b)*

Complying With National Objectives— Acquisition of Real Property

Qualifying an acquisition activity under one of the CDBG national objectives depends entirely on the use of the acquired real property following its acquisition. A preliminary determination of compliance may be based on the planned use. The final determination must be based on the actual use of the property, excluding any short-term, temporary use. Where the acquisition is for the purpose of clearance which will eliminate specific conditions of blight or physical decay, the clearance activity may be considered the actual use of the property. However, any subsequent use or disposition of the cleared property must be treated as a “change of use” under §570.503(b)(8) or §570.505, as applicable. If property is to be acquired for a general purpose, such as housing or economic development, and the actual specific project is not yet identified, the grantee must document the general use it intends for the property, the national objective category it expects will be met, and make a written commitment to use the property only for a specific project under that general use that will meet the specified national objective.

Acquisition of real property may qualify as meeting a national objective in any of the ways shown in the charts that follow.

Additional Considerations

If property acquired with CDBG funds, or any interest therein, is subsequently transferred to another entity, the property or interest must be sold to the entity at **the current fair market value** unless the property will be used for an activity which meets a CDBG national objective. Sale proceeds would be program income.

The purchase of real property by the grantee or other entities under this eligibility category is subject to the requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970. Among other things, this could mean that persons displaced as a result of the acquisition must be provided with financial assistance. Temporary easements, acquisition from another public agency, and voluntary offers in response to a public solicitation are exempt from Uniform Act requirements.

Reference: §570.606.

Since the ultimate use of the property determines how a national objective will be met, whenever the use differs from that contemplated at the time of acquisition, a review must be made of the new use to ensure it will meet a national objective. When such review results in the determination that the national objective being met differs from that ascribed to the activity initially, an adjustment must be made to the program records for the program year in which the acquisition occurred to reflect this change, provided that the records for that year are still available at the time the new use is determined. If the objective claimed for the original acquisition costs was that of benefit to L/M income persons, and the objective being met by the new use falls under either of the other two national objectives, the new use of the property would be authorized only if the classification of the acquisition costs to the new objective would not result in a violation of the “overall expenditures certification” that the grantee made for the program year in which such costs were incurred. See Chapter 4 of this Guide for further information on this certification issue.

NATIONAL OBJECTIVES— ACQUISITION OF REAL PROPERTY			
Objective	Qualifies If	Example	Additional Information
L/M Income Area Benefit	The property will be used for an activity the benefits of which are available to all the residents in a particular area that is primarily residential, and at least 51% of those residents (or fewer if the exception criteria apply) are L/M income persons.	Purchasing land to be used as a park serving a primarily residential neighborhood that is predominantly L/M income.	For more information, see page 3-7.
L/M Income Limited Clientele	The property will be used for an activity the benefits of which will be limited to a specific group of people, at least 51% of whom are L/M income persons.	Buying a building to be converted into a shelter for the homeless.	For more information, see page 3-14.
L/M Income Housing	The property will be used for housing to be occupied by L/M income persons.	Buying an apartment house to provide dwelling units to L/M income households at affordable rents, where at least 51% of the units will be occupied by L/M income households.	For more information, see page 3-19.

NATIONAL OBJECTIVES— ACQUISITION OF REAL PROPERTY			
Objective	Qualifies If	Example	Additional Information
L/M Income Jobs	The property acquired is to be used for an economic development project that will create or retain permanent jobs at least 51% of which will benefit L/M income persons.	Acquiring vacant property that is planned to be used for a commercial purpose, and will be made available for that purpose only if the business commits to provide at least 51% of the new permanent jobs that will be created to L/M income persons.	For more information, see page 3-24.
Slum or Blighted Area	The acquired property is in an area designated by the grantee as a slum or blighted area, and the property will be used in a manner which addresses one or more of the conditions which contributed to the deterioration of the area.	Using CDBG funds to acquire several deteriorated buildings located in a slum/blight area for rehabilitation or demolition.	For more information, see page 3-35.
Spot Blight	The acquisition of property is located outside a designated slum/blight area and the acquisition is a prerequisite for clearance which will eliminate specific conditions of blight or physical decay on a spot basis.	The acquisition of a dilapidated property being used as a “crack house” for the purpose of eliminating that use, which is detrimental to public health and safety, through demolition and clearance.	For more information, see page 3-38.

NATIONAL OBJECTIVES— ACQUISITION OF REAL PROPERTY

Objective	Qualifies If	Example	Additional Information
Urban Renewal Completion	The real property acquired is located within an urban renewal project area or an NDP (Neighborhood Development Program) action area designated under Title 1 of the Housing Act of 1949 and the acquisition is necessary to complete the current urban renewal plan.	The current, approved plan calls for a specific property to be used for middle-income housing which is currently being used for other purposes. The acquisition will allow the property to be cleared and to be included with other contiguous parcels for sale to an interested housing developer.	For more information, see page 3-40.
Urgent Needs	The acquisition is part of an activity designated to alleviate existing conditions and the grantee certifies that those conditions are a serious and immediate threat to the health or welfare of the community, they are of recent origin or recently became urgent, the grantee is unable to finance the activity on its own, and other sources of funds are not available.	Acquisition of property located in a flood plain which was severely damaged by a recent flood.	For more information, see page 3-41.

Disposition

Eligible Activities

Under this category, CDBG funds may be used to pay costs incidental to disposing of real property acquired with CDBG funds, including its disposition at less than fair market value, provided the property will be used to meet a national objective of the CDBG program.

The property may be disposed of through:

- ✓ Sale,
- ✓ Lease,
- ✓ Donation, or
- ✓ Otherwise.

CDBG funds may also be used under this category to pay reasonable costs of temporarily managing such property (or property acquired with Urban Renewal funds) until final disposition of the property is made. *Reference: §570.201(b).*

Example

Disposition costs include preparation of legal documents, as well as fees paid for:

- Surveys,
- Marketing,
- Financial services, and
- Transfer taxes and other costs involved in the transfer of ownership of property.

Caveat: Because this category only authorizes the costs of temporarily managing property pending its disposition, care should be taken to avoid spending CDBG funds to manage properties for which there are no plans for disposition in the near future or where the market is such that it is not likely to be sold in the near future, such as properties acquired many years ago under the Urban Renewal program.

Complying with National Objectives—Disposition

For disposition costs to be eligible, the use of the CDBG-acquired property after disposition must meet a national objective of the CDBG program. When property is disposed of for the same purpose as that for which it was acquired, the costs of disposition will be considered to meet the same national objective ascribed to the CDBG funds spent on its acquisition. For examples on how such acquired property may meet a national objective, see the charts on National Objectives—Acquisition of Real Property on pages 2-6 through 2-8.

If the property is being disposed of for a purpose other than that for which it was acquired, the new activity must be reviewed to determine whether a national objective will be met by the new use. See the discussion in the preceding section on Acquisition of Real Property on page 2-4 for more details. Property acquired with CDBG funds may be used for purposes that do not meet a national objective, but only under conditions specified under §570.503(b)(8) and §570.505.

Additional Considerations

Gross proceeds from the disposition of real property acquired with CDBG funds that are received by the grantee or a subrecipient are program income.

References: §570.201(b) and §570.500(a)(1)

Public Facilities and Improvements

Eligible Activities

CDBG funds may be used by the grantee or other public or private nonprofit entities for the:

- ✓ Acquisition (including long term leases for periods of 15 years or more),
- ✓ Construction,
- ✓ Reconstruction,
- ✓ Rehabilitation (including removal of architectural barriers to accessibility), or
- ✓ Installation.

of public improvements or facilities (except for buildings for the general conduct of government). *Reference: §570.201(c)*

Neither the statute nor the regulations define the terms “public facilities” or “public improvements.” However, in the CDBG program, these terms are broadly interpreted to include all improvements and facilities that are either publicly owned or that are traditionally provided by the government, or owned by a nonprofit, and operated so as to be open to the general public. This would include neighborhood facilities, firehouses, public schools, and libraries. Public improvements include streets, sidewalks, curbs and gutters, parks, playgrounds, water and sewer lines, flood and drainage improvements, parking lots, utility lines, and aesthetic amenities on public property such as trees, sculptures, pools of water and fountains, and other works of art. The regulations specify that facilities that are designed for use in providing shelter for persons having special needs are considered to be public facilities (and not permanent housing), and thus are covered under this category of basic eligibility. Such shelters would include nursing homes, convalescent homes, hospitals, shelters for victims of domestic violence, shelters and transitional facilities/housing for the homeless, halfway houses for run-away children, drug offenders or parolees, group homes for the developmentally disabled, and shelters for disaster victims.

In the CDBG program, site improvements of any kind that are made to property that is in public ownership are considered to be a “public improvement” eligible for assistance under this category. This distinction would be of particular importance if new housing is to be constructed on the property and direct CDBG assistance to that construction would not be eligible under program rules.

With one notable exception, this category does not authorize expenditures for “buildings for the general conduct of government.” The exception is that CDBG funds may be used to remove from such buildings material and architectural barriers that restrict the mobility and accessibility of elderly or severely disabled persons. *Reference: §570.207(a)(1)*

- ❖ As defined in the statute, the term “buildings for the general conduct of government” means “city halls, county administrative buildings, State capitol or office buildings or other facilities in which the legislative, judicial or general administrative affairs of government are conducted.” The term includes court houses but does not include jails or prisons. It does not include buildings which are used to deliver services to the public, such as police stations or fire stations. “Mini-city halls,” which are used by some large communities to make certain services available closer to the public, are also not included under this term. Generally speaking, buildings which house administrative functions of the government are considered to be “buildings for the general conduct of government.” Thus, CDBG assistance to a building in which the chief of police and the fire captain of a city have their offices would generally be ineligible. For small communities where one building provides both the administrative functions and services directly to the public, a determination should be sought from HUD as to whether the building may be assisted under this category.

Public facilities and improvements authorized under this category also do **not** include:

Reference

❖ Costs of <i>operating or maintaining</i> public facilities/improvements;	<i>§570.207(b)(2)</i>
❖ Costs of purchasing construction equipment;	<i>§570.207(b)(1)(i)</i>
❖ Costs of furnishings and other personal items such as uniforms; or	<i>§570.207(b)(1)(iii)</i>
❖ New construction of public housing.	<i>§570.207(b)(3)</i>

Complying with National Objectives— Public Facilities and Improvements

Except for highly specialized facilities, public facilities and improvements by their nature are intended to benefit all the residents of an area. Thus, to qualify under the national objective of benefit to L/M income persons, in most cases they must serve an area having a sufficiently high percentage of L/M income persons. The general rule is that the primarily residential area must have at least 51% L/M income residents. Certain grantees are authorized to use what is called the “upper quartile” percent in lieu of 51% or more in the area served. See §570.208(a)(1)(ii). The charts following Additional Considerations, below, show several ways that facilities and improvements eligible under this category may meet a national objective of the CDBG program. Note that public facilities that serve the entire jurisdiction of the grantee, a main library for example, may qualify under the L/M Income Benefit national objective only if the percentage of L/M income persons in the entire jurisdiction is sufficiently high to meet the “area benefit” test. Jails are considered to benefit the entire community served by the facility and thus would have this same restriction. Some facilities by their nature serve an area that is larger (sometimes much larger) than the grantee’s jurisdiction. Regional parks and prisons fall into this category. In such cases, it is important to note that the entire area served by the facility must be considered in determining if it can meet the L/M Income Area Benefit subcategory of the L/M Income Benefit national objective.

Additional Considerations

Title to public facilities:

- ❖ Nonprofit entities frequently hold title to and operate facilities such as senior centers, centers for the handicapped and neighborhood facilities. When such facilities are owned by nonprofit entities, they may qualify for assistance under this category only if they are made available to the general public. Where applicable, facilities owned by a nonprofit must be open for use by the general public during all normal hours of operation. *Reference: §570.201(c)*

Facilities containing both eligible and ineligible uses:

- ❖ If a public facility contains both eligible and ineligible uses, §570.200(b)(1) of the regulations should be consulted for special qualifying criteria for the eligible portion of the facility.

Fees:

- ❖ Reasonable fees may be charged for the use of the facilities assisted with CDBG funds, but charges, such as excessive membership fees, which will have the effect of precluding L/M income persons from using the facilities are not permitted. *Reference: §570.200(b)(2)*

Special assessments:

- ❖ Because many communities levy special assessments against property owners to help pay for the costs of certain public facilities, it is important to be aware of limitations, implications, and requirements that are unique to the CDBG program in this regard.
- ❖ For purposes of the CDBG program, “special assessment” is defined as the recovery of the capital costs of a public improvement, such as streets, water or sewer lines, curbs, and gutters, through:
 - a fee or charge levied or filed as a lien against a parcel of real estate as a direct result of a benefit derived from the installation of a public improvement; or
 - a one-time charge made as a condition of access to the public improvement.
- ❖ Where CDBG funds are used to pay all or part of the cost of a public improvement, the rules (described in Appendix C to this Guide) apply if special assessments are used to recover capital costs.
Reference: Section 104(b)(5) of the HCD Act
- ❖ There is no special category of basic eligibility authorizing the use of CDBG funds to pay for special assessments. However, because of the broad use of this technique for funding public improvements, the use of CDBG funds to pay special assessments on behalf of property owners for a public improvement has been considered to constitute a form of using CDBG funds to assist the public improvement and is thus authorized under this category. Therefore, all the rules applicable to a CDBG-assisted public improvement apply even if CDBG funds are only used to pay special assessments for that improvement, but do not assist in the construction. This means that Davis-Bacon applies, and the rules described in Appendix C about the requirements to pay assessments on behalf of L/M income property owners also apply.

NATIONAL OBJECTIVES— PUBLIC FACILITIES AND IMPROVEMENTS			
Objective	Qualifies If	Example	Additional Information
L/M Income Area Benefit	The public facility or improvement will be used for a purpose the benefits of which are available <i>to all the residents in a particular area</i> that is primarily residential, and at least 51% of those residents (or less if grantee qualifies to use the exception rule) are L/M income persons.	Paving of gravel streets and the installation of curbs, gutters, and sidewalks in a predominantly L/M income neighborhood.	For more information, see page 3-7.
L/M Income Limited Clientele	The public facility or improvement will be used for an activity designed to benefit a particular group of persons at least 51% of whom are L/M income persons.	Rehabilitation of a building to be used as a center for training severely disabled persons to enable them to live independently.	For more information, see page 3-14.
L/M Income Housing	The public facility or improvement exclusively assists in the provision of housing to be occupied by L/M income persons.	Site improvements on publicly-owned land to serve a new apartment structure to be rented to L/M income households at affordable rents.	For more information, see page 3-19.

NATIONAL OBJECTIVES— PUBLIC FACILITIES AND IMPROVEMENTS

Objective	Qualifies If	Example	Additional Information
L/M Income Jobs	The provision of a particular public improvement needed by one or more businesses to allow creation or retention of jobs, primarily for L/M income persons.*	Rebuilding a public road adjacent to a factory to allow larger and heavier trucks access to the facility, determined to be necessary for plant expansion and the creation of new jobs, where the business agrees to fill 51% of the jobs with L/M income persons.*	For more information, see page 3-24.
Slum or Blighted Area	The public facilities and improvements are located in a designated slum or blighted area and are designed to address one or more conditions which contributed to the deterioration of the area.	Reconstruction of a deteriorated public park located in an area designated by the grantee as slum or blighted pursuant to CDBG rules.	For more information, see page 3-35.
<i>* In certain cases, the area served by a public improvement that enables a business to create or retain jobs may also include other properties (e.g., bringing new water or sewer service to a fringe area of a community that will not only help a business to locate there but that also will bring that new water/sewer service to houses that are located in that area). When, overall, the properties served by the public improvement are primarily residential, the benefits to the residents must also be considered. Therefore, the assisted public improvement in such a case must not only meet the L/M Income Benefit based on the Jobs criteria but must also meet the Area Benefit criteria Reference: §570.208(d)(3)</i> <i>(See also the discussion on page 3-27 of this Guide concerning the case where more than one business may create or retain jobs as a result of a public improvement.)</i>			

NATIONAL OBJECTIVES— PUBLIC FACILITIES AND IMPROVEMENTS			
Objective	Qualifies If	Example	Additional Information
Spot Blight	The public facilities or improvements are for the historic preservation or rehabilitation of blighted or decayed public facilities/improvements located outside of a designated slum or blighted area. Rehabilitation must be limited to the extent necessary to eliminate specific conditions detrimental to public health and safety.	Rehabilitation/restoration of a severely deteriorated building of historic significance that is being used as a museum that is located outside a designated slum or blighted area (and does not serve a L/M income area).	For more information, see page 3-38.
Urban Renewal Completion	The public facilities and improvements are located within an urban renewal project area (or an NDP action area), designated under Title I of the Housing Act of 1949, and the public facilities/improvements are necessary to complete the urban renewal plan.	Construction of a publicly-owned parking garage in an urban renewal project area where the garage is specified in the urban renewal plan and is necessary to complete the plan.	For more information, see page 3-40.
Urgent Needs	The acquisition, construction, or reconstruction of a public facility or improvement designed to alleviate existing conditions and the grantee certifies that those conditions are a serious and immediate threat to the health or welfare of the community, the conditions are of recent origin, and there is no other known source of funds it can use to implement the activity.	Reconstruction of a publicly-owned hospital that was severely damaged by a tornado.	For more information, see page 3-41.

Clearance

Eligible Activities

Under this category, CDBG funds may be used for:

- ✓ Demolition of buildings and improvements;
- ✓ Removal of demolition products (rubble) and other debris;
- ✓ Physical removal of environmental contaminants or treatment of such contaminants to render them harmless; and
- ✓ Movement of structures to other sites.

Reference: §570.201(d)

Caveat: Demolition of HUD-assisted housing may be undertaken only with the prior approval of HUD.

Complying with National Objectives— Clearance

Clearance activities may qualify as meeting a national objective of the CDBG program in the ways depicted in the charts on the following pages.

Additional Considerations

Where activities under this category are integral to the construction of a building or improvement on the cleared property, and where such construction is also to be assisted with CDBG funds, the clearance activities may be treated as a part of the construction costs and need not be qualified separately under the program.

NATIONAL OBJECTIVES— CLEARANCE

Objective	Qualifies If	Example	Additional Information
L/M Income Area Benefit	The cleared property will be used for a purpose the benefits of which are available to <i>all</i> the residents in a particular area, and at least 51% of those residents (or less if the exception criteria are applicable) are L/M income persons.	Demolishing a vacant structure and removing the debris to make a neighborhood park and playground serving a predominantly residential L/M income neighborhood.	For more information, see page 3-7.
L/M Income Limited Clientele	The cleared property will be used for an activity the benefits of which are limited to a specific group of people, at least 51% of whom are L/M income persons.	Demolishing a dilapidated structure from the site on which a neighborhood center will be built, the use of which will be limited to the elderly.	For more information, see page 3-14.
L/M Income Housing	The cleared property will be used for providing housing to be occupied by L/M income persons. Rental units for L/M income persons must be occupied at affordable rents.	Demolishing an abandoned warehouse to make room for new apartments, where at least 51% of the units will be occupied by L/M income households at affordable rents.	For more information, see page 3-19.

NATIONAL OBJECTIVES— CLEARANCE

Objective	Qualifies If	Example	Additional Information
L/M Income Jobs	The clearance is part of an activity that will create or retain permanent jobs, at least 51% of which are for L/M income persons.	Using CDBG funds to clear a site on which a new business will locate and agrees that at least 51% of the jobs to be created will be for L/M income persons.	For more information, see page 3-24.
Slum or Blighted Area	The clearance activities are in a designated slum or blighted area and are designed to address one or more conditions which contributed to the deterioration of the area.	Using CDBG funds to demolish one or more deteriorated buildings located in a designated slum or blighted area.	For more information, see page 3-35.
Spot Blight	The clearance activity is undertaken to eliminate specific conditions of blight or physical decay on a spot basis not located in a designated slum or blighted area.	Demolition of an abandoned and deteriorated structure located in an area that is not designated as a slum or blighted area.	For more information, see page 3-38.

NATIONAL OBJECTIVES— CLEARANCE

Objective	Qualifies If	Example	Additional Information
Urban Renewal Completion	The clearance activities are located within an urban renewal project area (or an NDP action area), designated under Title I of the Housing Act of 1949, and such activities are necessary to complete the urban renewal plan.	Clearance of a property located in an urban renewal project area and which is specified in the urban renewal plan and necessary to complete the plan.	For more information, see page 3-40.
Urgent Needs	The clearance is part of an activity designed to alleviate existing conditions and the grantee certifies that those conditions are a serious and immediate threat to the health or welfare of the community, they are of recent origin or recently became urgent, the grantee is unable to finance the activity on its own, and other sources of funds are not available.	Clearance of a building that was destroyed by a major earthquake and that constitutes a safety hazard to the community.	For more information, see page 3-41.

Public Services

Eligible Activities

Under this category, CDBG funds may be used to provide public services (including labor, supplies, materials and other costs), provided that each of the following criteria is met:

(1) The *public service* must be either:

- ✓ A new service; or
- ✓ A quantifiable increase in the level of a service.

above that which has been provided by or on behalf of the unit of general local government through funds raised by such unit, or received by such unit from the State in which it is located during the 12 months prior to submission of the grantee's applicable Action Plan. (This requirement is intended to prevent the substitution of CDBG funds for recent support of public services by the grantee using local or State government funds.)

An exception to this limitation may be granted by HUD if it is determined that the level of service from the previous period has decreased for reasons beyond the unit of local government's control. *Reference: §570.201(e)*

(2) The amount of CDBG funds obligated within a program year to support public service activities under this category may not exceed 15% of the total grant awarded to the grantee for that year plus 15% of the total program income it received in the preceding program year or, where applicable, the amount determined as described in the next paragraph. (Specific description of how to calculate the Public Services Cap is located on page 2-27.)

(3) A grantee that obligated more than 15% of its FY 1982 or of its 1983 grant for public service activities during its 1982 or 1983 program year, respectively, may instead use for this purpose a limitation that exceeds that described in (2), above. The amount of the alternative cap for such a grantee shall be as follows:

The maximum amount that the grantee may obligate for public services under this category is 15% of the program income it received during the preceding program year; plus the greater of

- the actual dollar amount it obligated during the 1982 or 1983 program year; or
- the percentage of public service obligations comprised of the grant it received for the 1982 or 1983 program year multiplied by the grant it will receive for the program year for which the alternative limitation is being computed. *Reference: §570.201(e)(2).*

Note: The exception to the straight 15% limitation that is described in (3) above is only available to those grantees that received authority from HUD to exceed the 10% cap on public services for their 1982 or 1983 program year and legally obligated in excess of 15% for public services that program year.

Public services that are not subject to the cap: Certain types of services fall under other categories of basic eligibility and are not subject to the dollar limitation that applies to services carried out under this category. (See especially the categories of Homeownership Assistance, Special Economic Development Activities, Microenterprise Assistance, and Special Activities by CBDOs.) Moreover, under special circumstances, services that would otherwise be subject to the dollar limitation under this category are exempted from this limitation. (See especially Appendix E.) A discussion of the factors to consider in deciding how to categorize public services that a grantee may be interested in assisting with CDBG funds may be found in the subsection entitled Making the Best Choice, at the end of this chapter on page 2-92.

Example

Public services include, but are not limited to:

- Child care,
- Health care,
- Job training (including training a qualified pool of candidates for unspecified jobs but see Special Economic Development Activities and Special Activities by CBDOs categories),
- Recreation programs,
- Education programs,
- Public safety services,
- Fair housing activities (but see Program Administration category),
- Services for senior citizens,
- Services for homeless persons,
- Drug abuse counseling and treatment,
- Energy conservation counseling and testing,
- Homebuyer downpayment assistance, and
- Welfare (but excluding provision of income payments described at §570.207(b)(4)).

Paying the cost of operating and maintaining that portion of a facility in which the service is located is also considered to fall under the basic eligibility category of Public Services, even if such costs are the only contributions made by CDBG for those services.

The following Public services **are not** eligible under this category:

Reference

- | | |
|--|----------------|
| ❖ Political activities; | §570.207(a)(3) |
| ❖ Ongoing grants or non-emergency payments (defined as more than 3 consecutive months) to individuals for their food, clothing, rent, utilities, or other income payments. | §570.207(b)(4) |

Complying with National Objectives—Public Services

Public service activities may qualify as meeting a national objective of the CDBG program as depicted in the charts on the following pages.

Additional Considerations

Applicability of Public Services Cap to subrecipients:

- ❖ Public services carried out by subrecipients and some such services carried out by CBDOs are subject to the Public Services Cap.

Substitution of CDBG funds for private or other Federal funds:

- ❖ The prohibition on substituting CDBG funds for recent local or State government funding of a public service, as described on page 2-22, does not extend to prohibiting the substitution of CDBG funds for **private** or other **Federal** funding of a public service.
- ❖ It also does not prevent continued funding of a CDBG-funded public service at the same or smaller level in the subsequent program year.
Reference: §570.201(e)

Purchase or lease of personal property for a public service:

- ❖ The purchase or lease of furnishings, equipment, or other personal property needed for an eligible public service may be paid for with CDBG funds. *Reference: §570.207(b)(1)(iii)*

NATIONAL OBJECTIVES— PUBLIC SERVICES

Objective	Qualifies If	Example	Additional Information
L/M Income Area Benefit	The public service is available to <i>all</i> the residents in a particular primarily residential area, and at least 51% of those residents (or less if the exception criteria are applicable) are L/M income persons.	Increased police and fire protection services in a predominantly L/M income neighborhood.	For more information, see page 3-7.
L/M Income Limited Clientele	The public service is limited to a specific group of people, at least 51% of whom are L/M income persons. Services qualifying under this category serve a specific clientele, rather than providing service to all the persons in a geographic area.	Provision of meals to the homeless. (Most public services qualify under this category.)	For more information, see page 3-14.
L/M Income Housing	Not applicable.	Not applicable.	Not applicable.
L/M Income Jobs	Not applicable.	Not applicable.	Not applicable.

NATIONAL OBJECTIVES — PUBLIC SERVICES			
Objective	Qualifies If	Example	Additional Information
Slum or Blighted Area	The public service is provided within a designated slum or blighted area, and is designed to address one or more conditions which contributed to the deterioration of the area.	Provision of crime prevention counseling to residents of a designated slum/blight area.	For more information, see page 3-35.
Spot Blight	Not applicable.	Not applicable.	Not applicable.
Urban Renewal Completion	Not applicable.	Not applicable.	Not applicable.
Urgent Needs	The public service is designed to alleviate existing conditions that pose a serious and immediate threat to the health or welfare of the community, they are of recent origin or recently became urgent, and the grantee is unable to find other available funds to support the activity.	Additional police protection to prevent looting in an area damaged by a tornado.	For more information, see page 3-41.

Public Services Cap

Follow the steps below in order to determine the maximum amount which your entitlement community may obligate for Public Services during a program year:

1. Enter the amount of the Entitlement Grant awarded for the program year, as shown in the Grant Agreement on line 11.b of the Funding Approval Form (HUD-7082 dated 4/14/93). \$_____
2. Multiply the amount on line 1 by 0.15 and enter the product here. \$_____
3. *If applicable to this community*, enter here the amount determined as described in the note below. \$_____
4. Enter here the total amount of program income received by the grantee and all of its subrecipients during the program year preceding the year for which this cap is being determined. \$_____
5. Multiply the amount on line 4 by 0.15 and enter the product here. \$_____
6. Add the amount on line 5 to the amount on line 2 (or, where applicable, to the amount on line 3) and enter the sum here. This is the maximum amount that this community may obligate during the program year for activities carried out under the category of Public Services and under the category of Special Activities by CBDOs which are not expressly exempt from the cap. \$_____

***Note:** If the grantee, *with the expressed consent of HUD*, obligated more than 15% of its annual entitlement grant during either its 1982 or 1983 program year for public services, the grantee may use for this calculation, in lieu of 15% of its current grant, the *greater* of the following two amounts:

enter here the amount the grantee actually obligated for public services during that program year \$_____ ;

or

identify the percentage of the grant obligated for public services during that program year and multiply the amount on line 1., above, by the decimal equivalent of this percentage in lieu of 0.15 and enter the product here \$_____.

Determining Compliance with the Cap

Compliance with the public service cap for entitlement grantees is determined by performing the following calculation at the end of each program year:

Determine the total amount of CDBG funds expended during program year for activities that are classified as eligible under §570.201(e) plus any public services carried out by a CBDO under §570.204 that are not exempt from the cap as provided under §570.204(b)(2)(i) or (ii) and enter the total here: \$_____

Identify the total amount of unliquidated obligations for activities under these same two categories, as of the end of the program year and enter the total here: \$_____

Add the above two numbers and enter the subtotal here: \$_____

Identify the total amount of unliquidated obligations for these two categories, as of the end of the preceding program year and enter that amount here: \$_____

Subtract the figure in the line directly above from the preceding subtotal and enter the balance here. (This is the amount of net obligations for public services that were incurred during the program year and are subject to the cap.) \$_____

If the amount of net obligations incurred during the program year does not exceed the amount determined on the previous page as the maximum amount allowed for the year, the grantee is in compliance with this limitation.

Interim Assistance

Eligible Activities

CDBG funds may be used for certain activities on an interim basis, provided that the activities meet a national objective.

There are two subcategories of interim assistance activities:

(1) The first subcategory covers limited improvements to a deteriorating area as a prelude to permanent improvements. To qualify under this subcategory:

- ❖ The area must be exhibiting objectively determinable signs of physical deterioration.
- ❖ The grantee must determine that immediate action is needed to arrest the deterioration and that permanent improvements will be undertaken as soon as practicable. Documentation of this determination must be maintained.
- ❖ The activities that may be carried out with CDBG funds under this subcategory are *limited* to:

(A) The repair of:

- streets,
- sidewalks,
- public buildings,
- parks and playgrounds, and
- publicly-owned utilities.

(B) The execution of *special* (i.e., beyond that normally provided):

- garbage,
- trash, and
- debris removal, including neighborhood cleanup campaigns.

References: §570.201(f)(1) and §570.200(e)

(2) The second subcategory covers activities to alleviate an emergency condition. To qualify under the second subcategory:

- ❖ The grantee's chief executive officer must determine that emergency conditions threatening the public health and safety exist in the area and require immediate resolution. Documentation of that determination must be maintained.
- ❖ The activities that may be carried out with CDBG funds under this subcategory are *limited to*:
 - activities eligible under the first subcategory, except for the repair of parks and playgrounds;
 - clearance of streets, including snow removal and similar activities; and
 - improvements to private properties.

These activities may not go beyond what is necessary to alleviate the emergency condition. *References: §570.201(f)(2) and §570.200(e)*

Complying with National Objectives— Interim Assistance

Interim assistance activities may qualify as meeting a national objective of the CDBG program as shown in the charts on the following pages.

Additional Considerations

Because activities carried out under this category might otherwise be either ineligible or subject to the cap on public services, it is critical that the grantee maintain the documentation that is called for above to make the activities eligible as Interim Assistance.

NATIONAL OBJECTIVES— INTERIM ASSISTANCE			
Objective	Qualifies If	Example	Additional Information
L/M Income Area Benefit	The interim assistance activities benefit all persons in a primarily residential area where at least 51% (or less if the upper quartile applies) are L/M income persons residing in the area and who are benefiting from those activities.	Removal of storm damaged tree limbs from streets in a predominantly L/M income neighborhood and blocking emergency vehicle entrance.	For more information, see page 3-7.
L/M Income Limited Clientele	Not applicable.	Not applicable.	Not applicable.
L/M Income Housing	Not applicable.	Not applicable.	Not applicable.
L/M Income Jobs	Not applicable.	Not applicable.	Not applicable.

NATIONAL OBJECTIVES— INTERIM ASSISTANCE			
Objective	Qualifies If	Example	Additional Information
Slum or Blighted Area	The interim assistance activities are carried out in a designated slum or blighted area.	Improvements to private properties in a designated slum/blight area which require immediate resolution because of public safety concerns.	For more information, see page 3-35.
Spot Blight	Not applicable.	Not applicable.	Not applicable.
Urban Renewal Completion	Not applicable.	Not applicable.	Not applicable.
Urgent Needs	The interim assistance is designed to alleviate existing conditions that the grantee certifies as posing a serious and immediate threat to the health or welfare of the community, they are of recent origin or recently became urgent, the grantee is unable to finance the activity on its own, and other sources of funds are not available.	Emergency treatment of health problems caused by a flood.	For more information, see page 3-41.

Relocation

Eligible Activities

CDBG funds may be used for relocation payments and assistance to displaced persons, including:

- ✓ Individuals,
- ✓ Families,
- ✓ Businesses,
- ✓ Non-profit organizations, and
- ✓ Farms

where **required** under section 570.606 of the regulations.

CDBG funds may be used for **optional** relocation payments and assistance to persons (individuals, families, businesses, non-profit organizations, and farms) displaced by an activity that is not subject to the requirements described above. This may include payments and other assistance for temporary relocation (when persons are not permanently displaced.)

Optional relocation payments and assistance may also include payments and assistance at levels higher than those required.

Unless optional payments and assistance are made pursuant to State or local law, the grantee may make such payments and assistance only upon the basis of a written determination that such payments and assistance are appropriate, and only if the grantee adopts a written policy available to the public setting forth the relocation payments and assistance it elects to provide.

This written policy must also provide for equal payments and assistance within each class of displacees. *References: §570.201(i) and §570.606(d)*

Complying With National Objectives— Relocation

The compliance of relocation activities with the national objectives of the CDBG program must be determined in one of two ways, depending on whether the relocation assistance is mandatory for the grantee.

Where such assistance is **required** under the Uniform Act or the CDBG statute, the activity may qualify as meeting the national objective of benefiting L/M income persons only where the acquisition or rehabilitation causing the relocation can also qualify under that objective.

If the grantee acquires property for construction of a public facility that will serve an area that qualified under the slums/blight objective, but cannot qualify as benefiting L/M income persons, the payment of assistance to those displaced by such activity would qualify under the slums/blight objective *even if most or all of the displacees are L/M income.*

This is because the grantee is required by law to make such payments and therefore it must be viewed as an integral part of the displacing activity.

In any case where the payment of such assistance is **voluntary** on the part of the grantee, however, the relocation payments could qualify either on the basis of the re-use of the property or the income of the recipients of the relocation assistance, at the grantee's option.

Thus, HUD would accept a claim of addressing the L/M income benefit objective where the voluntary payment of relocation benefits is made to L/M income persons who were displaced by an activity that could not be considered to meet that objective. This is because the payment of such benefits clearly would not be needed to make possible the activity causing the displacement.

Additional Considerations

Because of the relationship of the optional versus mandatory aspects of relocation payments to the national objectives determinations, it is critical that the grantee make this distinction in its program files and identify the displacing project.

Loss of Rental Income

Eligible Activities

CDBG funds may be used to pay housing owners for the loss of rental income incurred in holding, for temporary periods, housing units to be used for the relocation of individuals and families displaced by CDBG-assisted activities.

The statutory requirements concerning displacement require certain replacement housing to be made available to displacees. If the displaced household requires a type of housing unit that is scarce in that community, it may be necessary for the grantee to have an existing, available unit held open for the household for a short period until the displacement actually occurs.

Reference: §570.201(j)

Complying with National Objectives— Loss of Rental Income

Compliance of this activity with the national objectives of the CDBG program must be determined based on the underlying relocation activity.

If the activity resulting in the relocation assistance to the displaced household qualified on the basis of benefit to L/M income persons, then paying housing owners for losses incurred in holding units for those displacees also qualifies as benefiting L/M income persons, even if the displaced household itself is not L/M income.

Note: If the relocation assistance to displacees qualified under the “Slum/Blight” or “Urgent Needs” national objectives, then paying housing owners for losses incurred in holding units for those displacees also would qualify under “Slum/Blight” or “Urgent Needs,” as applicable.

Additional Considerations

Because the eligibility of this activity is dependent upon the housing unit being required to relocate a household displaced by another CDBG-funded activity, it is critical that the displacing activity and the displaced household be documented as well as the basis upon which the grantee determined that the housing was needed to be kept available for the displaced household.

Privately-Owned Utilities

Eligible Activities

The grantee, other public agencies, private nonprofit entities, and for-profit entities may use CDBG funds to:

- ✓ Acquire,
- ✓ Construct,
- ✓ Reconstruct,
- ✓ Rehabilitate, or
- ✓ Install

the distribution lines and related facilities for privately-owned utilities.
Reference §570.201(1)

Definition: A privately-owned utility may be defined as a publicly-regulated service which is provided through the use of physical distribution lines to private properties and that is owned and operated by a non-public entity. Utilities include, but are not necessarily limited to, natural gas, electricity, telephone, water, sewer, and television cable services.

Example:

A grantee could use CDBG funds to:

- Pay the costs of placing underground new or existing power lines and telephone lines where such lines are owned by private companies.
- Pay the costs of installing water lines where the water service is owned and operated by a private company.

Complying with National Objectives—Private-Owned Utilities

Privately-owned utilities may qualify as meeting a national objective of the CDBG program in the same ways as are applicable to **Public Facilities and Improvements** (see page 2-11).

Additional Considerations

The inclusion of this category of basic eligibility serves to ensure that publicly-regulated utilities may be assisted with CDBG funds without regard to whether the utility is publicly- or privately-owned. Thus, the CDBG program does not constitute a barrier to a community's determination to shift one or more of its publicly-owned utilities to private ownership where economic considerations dictate.

Rehabilitation

Eligible Activities

CDBG funds may be used to finance the costs of rehabilitation as shown below.

Eligible types of property

Residential—Residential property, whether privately or publicly owned. This includes manufactured housing when such housing constitutes part of the community’s housing stock.

Commercial/industrial—Commercial or industrial property, but where such property is owned by a for-profit, rehabilitation under this category is limited to exterior improvements of the building and the correction of code violations. (Further improvements for such buildings may qualify under the category of Special Economic Development Activities.)

Other—Nonprofit-owned, nonresidential buildings and improvements that are not considered to be public facilities or improvements under §570.201(c) of the CDBG program regulations.

Note: Additions to existing buildings may be assisted under this category when they are incidental to the rehabilitation of the property, and may be provided as a part of other rehabilitation if the addition does not materially increase the size or function of the building.

Eligible types of assistance

Costs—Costs of labor, materials, supplies and other expenses required for the rehabilitation of property, including repair or replacement of principal fixtures and components of existing structures (e.g., the heating system).

Financing—Grants, loans, loan guarantees, interest supplements and other forms of financial assistance may be provided under this category. (A grantee may make a “lump sum draw down” for the purpose of financing rehabilitation of privately-owned properties. See §590.513 for details.)

Refinancing—Loans for refinancing existing indebtedness secured by a property being rehabilitated with CDBG funds, if such refinancing is determined by the grantee to be necessary or appropriate to achieve its community development objectives.

Property acquisition—Assistance to private individuals and entities (whether profit or not-for-profit) to acquire for the purpose of rehabilitation and to rehabilitate properties *for use or resale for residential purposes*.

Security devices—Installation costs of sprinkler systems, smoke detectors and dead bolt locks, and other devices for security purposes.

Insurance—The costs of *initial* homeowner warranty premiums and, where needed to protect the grantee's interest in properties securing a rehabilitation loan, hazard insurance premiums as well as flood insurance premiums for properties covered by the Flood Disaster Protection Act of 1973, as amended, pursuant to §570.605.

Conservation—Costs required to increase the efficient use of water (e.g., water saving faucets and shower heads) and improvements to increase the efficient use of energy in structures through such means as installation of storm windows and doors, insulation, and modification or replacement of heating and cooling equipment.

Water and sewer—Costs of connecting existing residential structures to water distribution lines or local sewer collection lines.

Tools—Costs of acquiring tools to be lent to owners, tenants and others who will use the tools to carry out rehabilitation.

Barrier removal—Costs to remove material and architectural barriers that restrict the mobility and accessibility of elderly and severely disabled persons to buildings and improvements that are eligible for rehabilitation under this category.

Landscaping, sidewalks, and driveways—The costs of installation or replacement of landscape materials, sidewalks, and driveways *when incidental to other rehabilitation of the property*.

Renovation of closed buildings—The conversion of a closed building from one use to another (e.g., the renovation of a closed school building to residential use).

Historic preservation—This category also authorizes the costs of preserving or restoring properties of historic significance, whether privately- or publicly-owned, except that buildings for the general conduct of government may not be restored or preserved with CDBG assistance (see the section on Public Facilities and Improvements concerning this limitation). Historic properties are those sites or structures that are either listed in or eligible to be listed in the National Register of Historic Places, listed in a State or local inventory of historic places, or designated as a State or local landmark or historic district by appropriate law or ordinance.

Lead-based paint hazard evaluation and reduction—The costs of evaluating and treating lead-based paint may be undertaken under this category whether alone or in conjunction with other rehabilitation.

Rehabilitation services—Staff costs and related expenses required for outreach efforts for marketing the program, rehabilitation counseling, screening potential applicant households and structures, energy auditing, preparing work specifications, loan underwriting and processing, inspections, and other services related to assisting owners, tenants, contractors, and other entities who are participating or seeking to participate in rehabilitation activities eligible under this category; under the Section 312 of the Housing Act of 1964, as amended; under Section 810 of the Act; or under Section 17 of the United States Housing Act of 1937.

Business in a residence—In some cases where a business is conducted in a residential unit, it may be necessary to make improvements to the residence in order to conduct the business. (This would be the case where, for example, the business is providing child care and local requirements for such business dictate that modifications be made to the housing unit.) In any case where the improvements are of such nature that, in addition to facilitating the business, they also provide a benefit to the resident(s), such rehabilitation costs may be covered under this category. Other improvements not meeting this test needed for such a business could be eligible under the category of Special Economic Development.

Reference: §570.202

*Rehabilitation does **not** include:*

- ❖ Creation of a secondary housing unit attached to a primary unit;
- ❖ Installation of luxury items, such as a swimming pool;
- ❖ Costs of equipment, furnishings, or other personal property not an integral structural fixture, such as:
 - a window air conditioner; or
 - a washer or dryer (but a stove or refrigerator is allowed); or
- ❖ Labor costs for homeowners to rehabilitate their own property.

Use of Subrecipients

Nonprofit entities are often used by grantees in carrying out a rehabilitation program. Where the nonprofit entity is acting in the same capacity as the grantee in selecting properties to be rehabilitated, they are appropriately designated as a subrecipient under the CDBG program and thus subject to subrecipient requirements. However, there are instances where a nonprofit entity may not be considered to be a subrecipient with respect to the use of CDBG funds for rehabilitation. Simply put, where the nonprofit owns property that is in need of rehabilitation and they take advantage of the grantee's program of using CDBG funds for such rehabilitation (in the same manner as other property owners do), the entity should not be considered to be a subrecipient for purposes of the program. Perhaps the most significant aspect of this is that any income the nonprofit might receive from the use or rental of the rehabilitated property would not be considered to be CDBG program income. If there is any question as to whether a nonprofit entity should be considered to be a subrecipient with respect to a particular use of CDBG funds for rehabilitation, contact the local HUD field office for advice.

Drawing Down Funds for Rehabilitation

The general Treasury rules for drawing Federal funds require that funds not be drawn until needed. In the CDBG program, this usually means that the grantee or subrecipient should not draw funds from the line of credit (the Treasury) in an amount greater than that which it expects to use within the next three business days. The rules also require that any program income on hand must be used before drawing additional funds from the Treasury [but see the special rule applying to revolving funds at §§570.500(b) and 570.504(b)(2)]. There are, however, two regulatory provisions that allow drawing funds from the Treasury in advance which apply with respect to rehabilitation. They are: (a) Lump Sum Drawdown; and (b) Escrow Accounts. Each of these is discussed below.

Lump Sum Drawdown—The grantee may draw, as a single amount, the total amount needed for rehabilitation if it enters into an agreement with a financial institution that meets the requirements set forth in §570.513(b)(2) and if the grantee complies with other requirements under §570.513. Some of the key requirements outlined in that provision include: the agreement may not exceed two years; the financial institution must agree to provide certain benefits in conjunction with the activities paid for from the account; there are time benchmarks for when the rehabilitation carried out with funds in the account must begin and the pace at which the funds must be used; and there are limits to what the funds can be used for. If the grantee is interested in using this authority but has questions about the requirements, it should consult with its local HUD field office for assistance. *Reference: §570.513*

Escrow Account—Some grantees have experienced difficulty in making timely payments from their CDBG account to contractors engaged in rehabilitation. Where the grantee’s program makes use of small and minority contractors or subcontractors, delays in making payment for invoices presented by such entities can mean that the contractors or subcontractors are unable to participate in CDBG-assisted rehabilitation, since they cannot afford to wait long for payment. In such cases, the grantee may establish an escrow account for purposes of making timely payments from that account rather than from the program account, provided it does so in conformance with the requirements set forth at §570.511. Some of the key requirements contained in that provision include: the use of this feature must be limited to residential rehabilitation; the account may not hold more than the amount expected to be disbursed within ten working days; and interest earned on the funds on deposit is to be returned to HUD at least quarterly. It should be noted that, if the grantee has a lump-sum account, as described in the subsection above, it may serve the same purpose as an escrow account and the two may not need to be used together. If a grantee has an interest in establishing an escrow account but has some questions or concerns about the matter, the local HUD field office should be contacted for advice. *Reference: §570.511*

Complying with National Objectives— Rehabilitation

Section 105(c)(3) of the authorizing statute, the Housing and Community Development Act of 1974, requires that, in order for an activity that involves the acquisition or improvement of property for housing to qualify as benefiting L/M income persons, the housing must be occupied by such persons. Even though a particular housing activity may provide a clear benefit to an area containing predominantly L/M Income residents, it cannot qualify on that basis. Instead, the housing must be occupied by L/M Income households. (See page 3-3 of the Guide for a discussion about the distinction between L/M households and L/M persons in this regard.) That limitation is reflected in the charts that follow which provide general guidance on how rehabilitation activities may qualify as meeting a national objective under the CDBG program. This section of the statute also limits the extent to which CDBG expenditures for housing activities may count towards the Overall Expenditures Benefit requirement, as discussed in Chapter 4 of this Guide. It should also be noted that the section on L/M Income Benefit for housing in Chapter 3 of this Guide covering National Objectives contains important information on the rules that must be followed concerning housing activities that are not covered in the following charts in this section. That chapter also discusses the circumstances under which occupancy of a CDBG-assisted housing unit by a L/M income household may qualify for the assistance to that unit without regard to the income of households occupying any other units that may be located in the same structure.

Additional Considerations

When CDBG funds are used under this category for refinancing, the grantee should maintain documentation showing that the rehabilitation was done with CDBG funds and that the borrower needed the refinancing in order to make the rehabilitation affordable. *References: §570.202(b)(3) and §570.200(e)*

If the grantee or a subrecipient makes a number of loans for rehabilitation, it will be important that appropriate steps be taken to manage its portfolio of loans. Some guidance and advice on this matter is contained in Appendix G, Selling or Securitizing CDBG Loans.

NATIONAL OBJECTIVES — REHABILITATION			
Objective	Qualifies If	Example	Additional Information
L/M Income Area Benefit	Rehabilitation of a building to be used for a purpose that will benefit all the residents of a qualifying L/M income primarily residential area.	Facade improvements to a commercial structure serving a predominantly L/M income primarily residential area.	For more information, see page 3-7.
L/M Income Limited Clientele	Not applicable.	Not applicable.	Not applicable.
L/M Income Housing	Rehabilitation of housing to be occupied by L/M income persons. Rental units must be occupied at affordable rents.	Conversion of an abandoned warehouse into rental housing for L/M income households at affordable rents. Also improvements to a single family residence used as a place of business provided the improvements generally benefit the unit's residential occupants.	For more information, see page 3-19.
L/M Income Jobs	Rehabilitation of nonresidential property that will create or retain jobs for L/M income persons	Correction of code violations that will enable a business to survive and retain jobs the majority of which are held by L/M income persons.	For more information, see page 3-24.

NATIONAL OBJECTIVES — REHABILITATION

Objective	Qualifies If	Example	Additional Information
Slum or Blighted Area	Rehabilitation of residential structures located in a designated slum or blighted area; the structure to be rehabilitated is considered substandard under local definition before rehabilitation, and all deficiencies making the structure substandard are corrected before less critical work is undertaken. <i>Reference: §570.208(b)(1)(iv)</i>	Rehabilitation of substandard housing located in a designated blighted area and where the housing is expected to be brought to standard condition and sold to non-L/M income households.	For more information, see page 3-35.
Spot Blight	Rehabilitation of a structure located outside a designated slum or blighted area, where the rehabilitation is limited to the extent necessary to eliminate specific conditions of blight or decay that are detrimental to public health and safety.	Rehabilitation of the deteriorated exterior of an abandoned building located in an area that has not been designated as slum or blighted and where the rehabilitation is limited to removal of the exterior blight. Rehabilitation of plumbing in a building located in an area that has not been designated as slum or blighted and where rehabilitation is limited to corrections of code violators that are detrimental to public health and safety.	For more information, see page 3-38.

NATIONAL OBJECTIVES — REHABILITATION

Objective	Qualifies If	Example	Additional Information
Urban Renewal Completion	Rehabilitation of property located in an Urban Renewal area and for a use that is specified in the latest approved plan for the area.	Conversion of a warehouse to residential housing in an Urban Renewal project area, necessary to complete the urban renewal plan.	For more information, see page 3-40.
Urgent Needs	The rehabilitation is part of an activity designed to alleviate existing conditions for which the grantee certifies are a serious and immediate threat to the health or welfare of the community, the conditions are of recent origin or recently became urgent, the grantee is unable to finance the activity on its own, and other sources of funds are not available.	Rehabilitation of housing that has been badly damaged by an earthquake.	For more information, see page 3-41.

Construction of Housing

Eligible Activities

Under this category, CDBG funds may be used in certain specified circumstances to finance the construction of new permanent residential structures. The following identifies those limited circumstances:

- ✓ Grantees may use CDBG funds in a housing construction project that has received funding through a Housing Development Grant (a HODAG). *Reference: §570.201(m)*
- ✓ Grantees may construct housing of last resort under 24 CFR Part 42, Subpart I. (This is housing that the grantee has determined must be constructed in order to provide suitable replacement housing for persons to be displaced by a contemplated CDBG project, subject to the Uniform Act, and where the project is prevented from proceeding because the required replacement housing is not available otherwise.) *Reference: §570.207(b)(3)*

Note: Other than these two situations, new housing construction is ineligible under the CDBG program, unless carried out under the authority of the basic eligibility category, “Special Activities by CBDOs.”

Reference: §570.207(b)(3)

Complying with National Objectives—Construction of Housing

New housing construction may qualify as meeting a national objective of the CDBG program as depicted in the charts on the following pages.

Additional Considerations

It is important to note that several activities which support new housing may be carried out using CDBG funds even though the actual housing construction costs are being supported by other resources. The following are examples of supportive activities:

- ❖ Acquisition of sites on which buildings will be constructed for use or resale as housing. *Reference: §570.201(a);*
- ❖ Clearance of toxic contaminants of property to be used for the new construction of housing. *Reference: §570.201(d);*

- ❖ Site improvements to publicly-owned land to enable the property to be used for the new construction of housing, provided the improvements are undertaken while the property is *still in public ownership* *Reference: §570.201(c); and*
- ❖ The cost of disposing of real property, acquired with CDBG funds, which will be used for new construction of housing. *Reference: §570.201(b).*

In addition, certain “soft costs” necessary for the new construction of housing that would otherwise be ineligible may be eligible if the limitations of §570.206(g) are waived by HUD. Such soft costs include:

- ❖ Surveys,
- ❖ Site and utility plans, and
- ❖ Application processing fees.

Note: A waiver of §570.206(g) is needed because the regulatory provision currently limits costs to that associated with developing new housing identified in the grantee’s HUD-approved Housing Assistance Plan (HAP). Since the HAP is no longer required in the program, the use of this provision must be authorized by HUD by waiving this limitation. HUD would consider granting such a waiver if the grantee could meet the threshold requirements of §570.5 and demonstrate that the housing is clearly needed to support the grantee’s housing and community development objectives, as shown in the grantee’s Consolidated Plan. However, soft costs incurred in support of **eligible** new housing construction activities may be paid for as part of the cost of the new construction itself.

Conversion: It should be noted that the cost of converting an existing non-residential structure to residential is not generally considered to constitute new construction under the CDBG program and is thus covered under the basic eligibility category of Rehabilitation. However, in some cases, the conversion may involve construction that goes beyond the envelope of the non-residential structure. Where this is the case, the grantee should consult with the local HUD field office to ensure that the extent of such construction would not constitute new construction of housing and thus be ineligible for CDBG assistance. *Reference: §570.202*

NATIONAL OBJECTIVES— CONSTRUCTION OF HOUSING			
Objective	Qualifies If	Example	Additional Information
L/M Income Area Benefit	Not applicable.	Not applicable.	Not applicable.
L/M Income Limited Clientele	Not applicable.	Not applicable.	Not applicable.
L/M Income Housing	The new housing will be occupied by L/M income households. Rental units must be occupied at affordable rents.	New construction of “last resort” housing needed for a L/M income household being displaced by a CDBG-assisted project.	For more information, see page 3-19.
L/M Income Jobs	Not applicable.	Not applicable.	Not applicable.

NATIONAL OBJECTIVES — CONSTRUCTION OF HOUSING

Objective	Qualifies If	Example	Additional Information
Slum or Blighted Area	New housing qualifies if: (1) The new housing is located with a designated slum or blighted area, and (2) Development of new housing addresses one of the conditions which contributed to the deterioration of the area.	Luxury apartments constructed with HODAG assistance on a site in a designated slum/blight area.	For more information, see page 3-35.
Spot Blight	Not applicable.	Not applicable.	Not applicable.
Urban Renewal Completion	The new housing is: (1) Located within an Urban Renewal project or an NDP action area designated under Title I of the Housing Act of 1949, and (2) Necessary to complete the Urban Renewal plan.	Last resort housing constructed in the Urban Renewal project area on a site calling for such housing in the Urban Renewal plan.	For more information, see page 3-40.
Urgent Needs	The new housing is needed to respond to a threat to the health or welfare of the community of recent origin and no other funding is available to meet the threat and the new construction is eligible (or the statutory waiver Authority for Presidentially-declared disasters is exercised.	Housing needed to replace units completely destroyed by a flood and needed to be built in a new location.	For more information, see page 3-41.

Code Enforcement

Eligible Activities

Code enforcement involves the payment of salaries and overhead costs directly related to the enforcement of state and/or local codes.

CDBG funds may be used for code enforcement only in deteriorating or deteriorated areas where such enforcement, together with public or private improvements, rehabilitation, or services to be provided, may be expected to arrest the decline of the area. *Reference: §570.202(c)*

Example

CDBG funds may be used to pay the salaries of inspectors enforcing codes in a blighted area being renewed through comprehensive treatment.

*Code enforcement does **not** include:*

- ❖ Inspections for the purpose of processing applications for rehabilitation assistance and overseeing such rehabilitation. Such inspections may be eligible under the Rehabilitation category and they are not limited by the restrictions on the eligibility of code enforcement.
- ❖ Correcting code enforcement violations identified during inspections.

Compliance with National Objectives— Code Enforcement

Code enforcement may qualify as meeting a national objective of the CDBG program as shown in the charts on the following pages.

Additional Considerations

Code enforcement expenditures should not be included in costs subject to the 20% limit on planning and administration, even though all expenditures are for staff and related costs because they are considered to be an activity delivery cost.

NATIONAL OBJECTIVES— CODE ENFORCEMENT

Objective	Qualifies If	Example	Additional Information
L/M Income Area Benefit	The code enforcement is targeted at a deteriorated or deteriorating area delineated by the grantee and: (1) At least 51% (or less if the upper quartile applies) of the residents of the area are L/M income persons; and (2) The code enforcement, together with public improvements, rehabilitation, and services to be provided, may be expected to arrest the decline of the area.	Code enforcement efforts in a L/M income deteriorated neighborhood targeted for rehabilitation assistance, construction of a neighborhood facility, and street reconstruction.	For more information, see page 3-7.
L/M Income Limited Clientele	Not applicable.	Not applicable.	Not applicable.
L/M Income Housing	Not applicable.	Not applicable.	Not applicable.
L/M Income Jobs	Not applicable.	Not applicable.	Not applicable.

NATIONAL OBJECTIVES— CODE ENFORCEMENT

Objective	Qualifies If	Example	Additional Information
Slum or Blighted Area	The code enforcement is targeted at a designated slum or blighted area and: (1) Is designed to address one or more of the conditions which contributed to the deterioration of the area; and (2) The code enforcement, together with public improvements, rehabilitation, and services to be provided, may be expected to arrest the decline of the area.	Building inspections for code violations in a designated blighted area, which are part of a comprehensive effort to arrest decline in that area.	For more information, see page 3-35.
Spot Blight	Not applicable.	Not applicable.	Not applicable.
Urban Renewal Completion	While this situation is unlikely to occur, it is possible for code enforcement to qualify under this category if the code enforcement is necessary to complete an Urban Renewal plan.	Building inspections for code violations in a designated blighted area, which are part of a comprehensive effort to arrest decline in an Urban Renewal area.	For more information, see page 3-40.

NATIONAL OBJECTIVES— CODE ENFORCEMENT

Objective	Qualifies If	Example	Additional Information
Urgent Needs	While this situation is likely to be infrequent, it is possible for code enforcement to qualify if: (1) The code enforcement is targeted at a deteriorated or deteriorating area; (2) The code enforcement, together with public or private improvements, rehabilitation, and services to be provided, may be expected to arrest the decline of the area; and (3) The grantee is able to certify that the existing conditions which the code enforcement is designed to alleviate pose a serious and immediate threat to the health or welfare of the community, they are of recent origin or recently became urgent, the grantee is unable to finance the activity on its own, and other sources of funds are not available.* <i>* In cases where disaster causes the blight of an area, it may be easier to qualify the code enforcement under the “Slum or Blighted Area” category than under the “Urgent Need” category.</i>	Code enforcement activities taking place in an area that has been severely affected by a flood, and is part of the community’s overall response to the emergency.	For more information, see page 3-41.

Special Economic Development Activities

Preface

The purpose of this preface is to distinguish the concept of “**economic development**” from the term “**special economic development activities**” as used in the CDBG program. “**Economic development**” is generally thought of in two ways within the context of CDBG activities: the very broad concept of the term as distinguished from “**special economic development activities**” as that term is used at 24 CFR 570.203.

“**Economic development**” can be interpreted very broadly to include all endeavors aimed at sustaining or increasing the level of business activity. Under this broad concept, most CDBG activities could, under the right circumstances, be viewed as economic development. For example, the level of business activity in a jurisdiction could be helped through development of a community economic development plan, improvements to the public infrastructure, through better housing, or an enhanced level of public services.

When the Consolidated Plan regulations were published in January 1995, the term “expanded economic opportunities” was defined at 24 CFR 91.1(a)(1)(iii) as including:

“...job creation and retention; establishment, stabilization and expansion of small businesses (including microbusinesses); the provision of public services concerned with employment; the provision of jobs involved in carrying out activities under programs covered by this plan to low-income persons in areas affected by those programs and activities; availability of mortgage financing for low-income persons at reasonable rates using nondiscriminatory lending practices; access to capital and credit development activities that promote the long-term economic and social viability of the community; and empowerment and self-sufficiency opportunities for low-income persons to reduce generational poverty in federally assisted and public housing.”

This was a very broad statement of purpose for Consolidated Plan goal-setting purposes and was designed, in part, to cover what is the primary objective of the CDBG program (section 101(c) of the Housing and Community Development Act of 1974 as amended).

In contrast, the term “**special economic development activities**” is used in the CDBG program to identify three types of activities described below and at §570.203(a), (b), and (c) of the regulations.

As a consequence of changes to the CDBG program legislation in 1992, significant alterations were made to the program regulations to facilitate the use of CDBG funds for economic development purposes, both in terms of eligibility and national objectives. The resultant flexibility has sprinkled activities often considered as more directly linked to “special economic development activities,” such as microenterprise assistance and technical assistance to nonprofits to build economic development capacity, more broadly throughout the eligible activities in the regulations (Subpart C), thus removing them from the requirements specific to funding activities under §570.203.

An economic development *project* in the CDBG program may be supported by a range of CDBG-funded activities, including both special economic development activities and other categories of basic eligibility, each of which must meet a national objective of the CDBG program.

Eligible Activities

CDBG funds may be used for the following **special economic development** activities:

- ❖ Commercial or industrial improvements carried out by the **grantee** or a **nonprofit subrecipient**, including:
 - acquisition,
 - construction,
 - rehabilitation,
 - reconstruction, or
 - installation of commercial or industrial buildings or structures and other related real property equipment and improvements.
- ❖ Assistance to **private for-profit entities** for an activity determined by the grantee to be appropriate to carry out an economic development project. This assistance may include, but is not limited to:
 - grants;
 - loans;
 - loan guarantees;
 - interest supplements;
 - technical assistance; or
 - any other form except for those described as ineligible in §570.207(a), such as political activities.

Under this type of assistance, the grantee shall minimize, to the extent practical, displacement of existing businesses and jobs in neighborhoods.

- ❖ Economic development services in connection with the above subcategories, including outreach efforts to market available forms of assistance, screening of applicants, reviewing and underwriting applications for assistance, preparation of agreements, management of assisted activities, and the screening, referral, and placement of applicants for employment opportunities generated by CDBG-eligible economic development activities. The costs of providing necessary job training for persons filling those positions may also be provided.

Reference: §570.203(a), (b) and (c)

Example

Special economic development activities may include:

- Construction by the grantee or subrecipient of a business incubator designed to provide inexpensive space and assistance to new firms to help them become viable businesses,
- Loans to pay for the expansion of a factory or commercial business,
- Technical assistance to a business facing bankruptcy, and
- Providing training needed by persons on welfare to enable them to qualify for jobs created by CDBG-assisted special economic development activities.

Public Benefit: The previous requirement that certain Special Economic Development Activities meet a particular kind of financial analysis (known as the “appropriate” determination) has been replaced with a requirement that the level of public benefit to be derived from the activity must be appropriate given the amount of CDBG assistance being provided. This requirement, which is found at §570.209 and is further discussed in Appendix B of this Guide, applies to **all** activities under the category of Special Economic Development Activities at §570.203. Grantees are still expected to perform due diligence through financial underwriting of any assistance being provided to a for-profit business and HUD has provided some guidelines which a grantee may use for this purpose. *It is important to note, however, that grantees are not required to use the HUD-supplied underwriting guidelines.*

*Special economic development activities do **not** include:*

- ❖ Assistance to a for-profit business in the form of lobbying or other political activities. *Reference: §570.207(a)(3)*
- ❖ Public facilities and improvements carried out to support or benefit a private for-profit business. (These activities may, however, be eligible under the category of Public Facilities and Improvements.) *Reference: §570.201(c)*
- ❖ New Housing Construction. This activity may be eligible under either of the categories of Construction of Housing or Special Activities by CBDOs. When a project to be assisted includes new construction of housing as part of a commercial structure (e.g., a “mixed use” project), those costs clearly attributable to the commercial portion of the project may be eligible as a special economic development activity. *References: §570.201(m) and §570.204*
- ❖ Planning for economic development projects, including conducting market surveys to determine an appropriate type of business to attempt to attract to a particular area, developing individual commercial or industrial project plans, and identifying actions to implement those plans. Such planning activities may be eligible under the category of Planning and Capacity Building. *Reference: §570.205*
- ❖ Job training, unless part of a CDBG-eligible economic development activity that will create or retain permanent jobs. Such other training may be eligible under the categories of Public Services or Special Activities by CBDOs. *References: §570.201(e) and §570.204*

**Complying
with National
Objectives—
Special
Economic
Development
Activities**

Section 105(c)(1) of the authorizing statute specifies certain limitations on how activities under the category of Special Economic Development Activities may meet the national objective of benefit to L/M income persons. These limitations are reflected in the charts that follow which show how activities in this category may meet the CDBG national objectives.

Additional Considerations

Grantees should take special precautions in the use of the category of Special Economic Development Activities, particularly when providing assistance to a for-profit business. First, it should be evident that all business activity involves more than the average amount of risk and it is possible that the contemplated results will not materialize. It should also be noted that businesses may be expected to be focusing heavily on their own interests and it should not be surprising if they show little interest in the fulfillment of the community's goals and objectives or in the particular requirements of the CDBG program. Grantees must therefore maintain proper documentation in the activity files and offer technical assistance to avoid program non-compliance. Ultimately, grantees should take special care to protect the community's interests in their dealings with those entities that work in the economic development sphere.

If the grantee or a subrecipient makes a number of loans for economic development, it will be important that appropriate steps be taken to manage the loan portfolio. Some guidance and advice concerning this matter may be found in Appendix G.

NATIONAL OBJECTIVES— SPECIAL ECONOMIC DEVELOPMENT ACTIVITIES			
Objective	Qualifies If	Example	Additional Information
L/M Income Area Benefit	The assistance is to a business which provides goods or services to residents of a L/M income <i>residential</i> area.	Assistance to neighborhood businesses such as grocery stores and laundromats, serving a predominantly L/M income neighborhood.	For more information, see page 3-7.
L/M Income Limited Clientele	The only use of CDBG is to provide job training or other employment support services as part of a CDBG-eligible economic development project, and the percent of total project cost contributed by CDBG does not exceed the percent of all persons assisted who are L/M income.	Training for the 30 new employees, 10 of whom are L/M income, hired by a manufacturer adding new machinery to its plant where CDBG pays no more than one-third of the total cost of the project, including the training.	For more information, see page 3-14.
L/M Income Housing	Not applicable.	Not applicable.	Not applicable.
L/M Income Jobs	The assisted project involves the creation or retention of jobs at least 51% of which benefit L/M income persons.	Financial assistance to a manufacturer for the expansion of its facilities which is expected to create permanent jobs, at least 51% of which will be taken by L/M income persons.	For more information, see page 3-24.

NATIONAL OBJECTIVES— SPECIAL ECONOMIC DEVELOPMENT ACTIVITIES

Objective	Qualifies If	Example	Additional Information
Slum or Blighted Area	The assistance is to a business in a designated slum or blighted area and addresses one or more of the conditions which contributed to the deterioration of the area.	A low-interest loan to a business as an inducement to locate a branch store in a redeveloping blighted area.	For more information, see page 3-35.
Spot Blight	The assistance is to a business located outside of a designated slum or blighted area where: (1) The assistance is designed to eliminate specific conditions of blight or physical decay; and (2) The assistance is limited to the following activities: acquisition, clearance, relocation, historic preservation, and building rehabilitation. Rehabilitation must be limited to the extent necessary to eliminate specific conditions detrimental to public safety and health.	Financial assistance to a business to demolish a decayed structure it owns in order to assist the business in constructing a new building on the site.	For more information, see page 3-38.

NATIONAL OBJECTIVES— SPECIAL ECONOMIC DEVELOPMENT ACTIVITIES			
Objective	Qualifies If	Example	Additional Information
Urban Renewal Completion	The assistance is to a commercial or industrial business located in an Urban Renewal project area or an NDP action area designated under Title I of the Housing Act of 1949, and is necessary to complete the Urban Renewal Plan.	Assistance to a developer for the construction of commercial structures located in an urban Renewal project area where the construction is needed to complete the approved plan for the Urban Renewal area.	For more information, see page 3-40.
Urgent Need	The assistance to a commercial or industrial business is designed to alleviate existing conditions and the grantee certifies that such conditions pose a serious and immediate threat to the health or welfare of the community, they are of recent origin or recently became urgent, the grantee is unable to finance the activity on its own, and other sources of funds are not available.	Assistance in reconstructing the only grocery store in a remote part of an urban county that was damaged by a hurricane, where no other funds are available for the reconstruction.	For more information, see page 3-41.

Microenterprise Assistance

Eligible Activities

Under this category, grantees and other public or private organizations may use CDBG funds to facilitate economic development through the establishment, stabilization and expansion of microenterprises. *Reference: §570.201(o)*

This category authorizes the use of CDBG funds to provide financial assistance of virtually any kind to an existing microenterprise or to assist in the establishment of a microenterprise. It also authorizes the provision of:

- ✓ Technical assistance to a new or existing microenterprise or to persons developing a microenterprise, and
- ✓ General support to owners of microenterprises or to persons developing a microenterprise.

Note that under the subcategory of “general support,” CDBG funds may be used to provide services of any kind that may be needed by the owner of or person developing a microenterprise to enable the establishment, stabilization, or expansion of the business. This could include, for example, child care, transportation, counseling, and peer support programs. *Any such services provided under this authority are not subject to the cap on public services* regardless of the entity providing the service.

It should also be noted that financially or technically assisting a microenterprise may also be carried out under the basic eligibility categories of Special Economic Development Activities and Special Activities by CBDOs. However, if carried out under either of those categories, such assistance would be subject to the requirements concerning Public Benefit. *References: §570.203, §570.204, and §570.209*

Definitions:

“Microenterprise” means a business having five or fewer employees, one or more of whom owns the business.

“Person developing a microenterprise” means any person who has expressed an interest and who is, after an initial screening, expected to be actively working towards developing a business that is expected to be a microenterprise at the time it is formed.

Complying with National Objectives— Microenterprise Assistance

Because microenterprises are for-profit businesses, most of the guidelines for meeting national objectives under the category of Special Economic Development Activities also apply here. There is one notable exception, however. A grantee may qualify under the L/M Income Limited Clientele subcategory any CDBG assistance under the basic eligibility category of Microenterprise Assistance that it provides to owners of and/or persons developing a microenterprise who are L/M income persons. If such assistance is provided to owners/persons developing a microenterprise who are not L/M income persons, it would not qualify under Limited Clientele, but would need to meet the requirements of other subcategories (e.g., Area Benefit or Jobs). See the following chart for further elaboration on meeting the L/M Income Benefit national objective. *Reference: §570.208(a)(2)(iii)*

Additional Considerations

Many grantees have been assisting some microenterprises as part of their CDBG economic development programs. The creation of a separate eligibility category for this class of businesses does not mean that such grantees may no longer do so. First, it should be made clear that just because a business is small enough to meet the CDBG definition of a microenterprise would not preclude its being assisted under the category of Special Economic Development. However, when the grantee provides assistance to such businesses under that category, all applicable requirements, including public benefit, will apply. In order to take advantage of the special advantages available under the Microenterprise Assistance category, the grantee would need to establish an activity for providing such assistance separate from all other business assistance it may elect to provide. This is necessary to avoid the confusion that would result from mixing assistance under two categories having differing requirements. Therefore, grantees should consider revamping their CDBG economic development programs to clearly separate microenterprise assistance from all other forms.

NATIONAL OBJECTIVES— MICROENTERPRISE ASSISTANCE

Objective	Qualifies If	Example	Additional Information
L/M Income Area Benefit	The microenterprise assisted provides services to a residential area that has a sufficiently high percentage of L/M income persons.	A small carry-out store in a neighborhood having more than 51% L/M income residents.	For more information, see page 3-7.
L/M Income Limited Income	The microenterprise assistance is provided to a L/M income person who owns or is developing a microenterprise.	Assisting a resident of public housing to establish a business providing child care.	For more information, see page 3-14.
L/M Income Housing	Not applicable.	Not applicable.	Not applicable.
L/M Income Jobs	The microenterprise assisted will create or retain jobs, 51% or more of which will benefit L/M income persons.	Assisting in the expansion of a house cleaning service with two employees that agrees to hire an additional L/M income person for the business.	For more information, see page 3-24.
<i>For other national objective possibilities, see pages 2-60 and 2-61.</i>			

Special Activities by CBDOs

Preface

The purpose of this preface is to emphasize the distinction between subrecipients and Community-Based Development Organizations (CBDOs) as they relate to the CDBG program.

- ❖ The term “**subrecipient**” is defined at §570.500(c) to mean a public or private nonprofit agency, authority, or organization, or a for-profit entity authorized under §570.201(o) to provide microenterprise assistance, receiving CDBG funds from the grantee to undertake activities eligible under the CDBG program.
- ❖ While the types of organizations that qualify as CBDOs generally would meet the above description, the subrecipient definition at §570.500(c) *excludes CBDOs unless the CBDO is specifically designated by the grantee to be a subrecipient for CDBG program purposes.*
- ❖ Designation of an entity as a subrecipient affects the following:
 - whether any income that may be generated by a CDBG-funded activity that is received by the entity is considered to be CDBG program income;
 - whether the grantee must enter into a written agreement with the entity containing requirements specified at §570.503 (although the grantee could elect to enter into such an agreement with a CBDO whether or not it is designated as a subrecipient); and
 - whether the entity is bound by the general administrative requirements imposed by the OMB Circulars in its administration of the CDBG funds provided to it by the grantee (although a grantee could require a CBDO to abide by these requirements as a condition of providing CDBG funds to the entity, without the need to designate it as a subrecipient).

- ❖ Fundamentally, in order to use the authority provided under this category of Special Activities by CBDOs, the grantee must ensure that four key tests are met:
 - that the *entity* selected qualifies as a CBDO under §570.204(c),
 - that the *project* that the CBDO will undertake qualifies under §570.204(a)(1), (2) or (3),
 - that the CBDO will be “*carrying out*” the activities as defined at §570.204(a)(4), and
 - that the CBDO is *not* carrying out an activity specifically prohibited in §570.207(a).

Eligible Activities

This category authorizes a grantee to designate certain types of entities to carry out a range of activities that may include activities the grantee may otherwise not carry out itself. While the “otherwise ineligible” activities covered by this authority may take many forms, the most frequent use of this provision in the CDBG program has been to carry out new construction of housing. However, there are also other advantages of using a CBDO in the CDBG program: specifically, for the purpose of providing public services that in certain circumstances are not subject to the expenditures cap otherwise applicable to Public Services. This exception is explained in more detail in the following subsections.

Eligible Projects

Under this category, a qualified CBDO can only carry out any or all of the following three types of projects:

- ❖ *Neighborhood revitalization:* Activities undertaken under this provision must be of sufficient size and scope to have an impact on the decline of a designated geographic location within the jurisdiction of the grantee (but not the entire jurisdiction of an entitlement community unless it has a population of 25,000 or less). The activities to be considered for this purpose are not limited to those funded (or to be funded) with CDBG assistance.
- ❖ *Community Economic Development:* This type of project must include activities that increase economic opportunity, principally for low- and moderate-income persons, or that are expected to create or retain businesses or permanent jobs within the community. Housing activities may be included within this project type if they can clearly link the need for affordable housing accessible to existing or planned jobs, or otherwise address the Consolidated Plan’s definition of “expanded economic opportunity” at 24 CFR Part 91.1(a)(1)(iii).

- ❖ *Energy Conservation:* Activities carried out under this provision are clearly designed to conserve energy for the benefit of residents within the grantee’s jurisdiction. An example of this type of project may involve the construction of energy efficient housing where substantial savings in heating and/or cooling costs can expect to be realized.

Application Tips: The typical CDBG eligibility categories (e.g., public facilities and improvements, public services, rehabilitation) may appear either singly or in virtually any combination under any one of these three types of projects. CDBG funds do not have to constitute the only source of funding in the project.

Note also that the definitions of these terms are not synonymous with the use of these terms in other parts of the CDBG regulations (see §570.201(p), 570.202(b)(4) and 570.203).

Eligible Entities

In order to qualify as a CBDO, an entity must meet the criteria specified at §570.204(c)(1), (2), or (3). Generally, this means that the entity must:

- ❖ Be organized under State or local law to carry out community development activities. For entitled communities, the entity must operate primarily within an identified neighborhood within the grantee’s jurisdiction.
- ❖ Maintain at least 51% of its governing body’s membership to be made up of any combination of the following:
 - low- and moderate-income residents of its area of operation,
 - owners or senior officers of private establishments and other institutions located in and serving its geographic area of operation, or
 - representatives of low- and moderate-income neighborhood organizations located in its geographic area of operation.
- ❖ Require that members of the governing body must be nominated and approved by the organization’s general membership or by its permanent governing body (except as otherwise authorized in §570.204(c)(1)(v)).
- ❖ Have as its primary purpose the improvement of the physical, economic, or social environment of its geographic area of operation, with particular emphasis on the needs of low- and moderate-income persons.

- ❖ Be either nonprofit or for-profit, but, if a for-profit, only incidental monetary benefits to its members are allowed.
- ❖ Not be an agency or instrumentality of the grantee, and not permit more than one-third of its governing body to be appointed by or consist of elected or other public officials or employees of the grantee (or of any other entity that could not qualify as a CBDO), even if such persons would otherwise meet the requirements described above.
- ❖ Not be subject to the reversion of its assets to the grantee upon dissolution (although a grantee may specify as a condition of providing CDBG funds to the entity that any assets related to the specific CDBG assistance being provided must revert to the grantee, whether or not the grantee designates the CBDO as a subrecipient. (Application of the reversion of assets clause under §570.503(b)(8) would be required for any CBDO designated as a subrecipient and would function to permit the specific assets purchased with the CDBG funds to revert back to the grantee. This would not constitute a violation of the §570.204 requirement.)
- ❖ Be free to contract for goods and services from vendors of its own choosing (a sign that the entity is not an agent of the grantee).

Application Tips: Entities which do not meet the CBDO requirements are not prohibited from establishing a subsidiary organization to carry out an activity under this category, but the subsidiary organization in such case would need to be in control of itself and not be merely a “front” for the parent organization.

The regulations at §570.204(c)(2) also provide other ways that an entity may qualify as a CBDO (e.g., Small Business Administration Section 301(d) entity, Section 501, Section 502, or Section 503 Companies). Most notably, it qualifies as a CBDO any entity that has been designated by a HOME participating jurisdiction as a Community Housing Development Organization (CHDO), *and which has a geographic area of operation that is not greater than one neighborhood and which has received, or expects to receive, HOME funding.* This could include a CHDO that does not meet the standard 51% board membership requirements discussed above for CBDOs. It should also be noted that a CHDO that meets the standard requirements to qualify as a CBDO (and thus does not need to qualify under this exception) would not be subject to the single neighborhood limitation.

§570.204(c)(3) of the regulations further allows the grantee an opportunity to show, to HUD’s satisfaction, that an entity that does not meet the specific criteria at §570.204(c)(1) or (2) is nevertheless sufficiently similar in *purpose, function, and scope* to those eligible entities to qualify as a CBDO. In reviewing such an entity’s charter and by-laws for this purpose, HUD will be looking for evidence that the organization’s principal purpose is consistent

with the grantee’s objectives for improving the area in question and that key stakeholders in that area have substantial input in how the organization operates.

Note: If a grantee is unsure whether a particular organization qualifies as a CBDO under this category, it should seek assistance from its local HUD field office.

“Carry out”

The authority conveyed under this category requires that the CBDO “carry out” the funded activities. This means that the CBDO will undertake the activity directly or through contracts with an entity other than the grantee. In any case where the CBDO provides CDBG funds to another entity, it must be clear that the CBDO has a direct and controlling interest in how and where the activities are undertaken. The purpose of this restriction is to ensure that the grantee itself is not playing a major and controlling interest in the funded activities. Perhaps the “litmus test” for this purpose is whether the entity has the authority, independent of the grantee, to stop the project if something is going wrong.

Application Tips: The CBDO is not prevented from entering into a contract with another entity to assist in project implementation so long as the contract provides the CBDO with sufficient control over the project to ensure compliance with all program requirements (e.g., a CBDO can contract with a developer to build housing and not have to use CBDO staff to construct the units).

Ineligible Activities

*Special activities by CBDOs do **not** include:*

- ❖ Any activity described in §570.207(a) *as ineligible*. That is, buildings for the general conduct of government, general government expenses, and political activities.
- ❖ Any activity which would violate the specific limitations described below:
 - provision of public services in violation of the prohibition against substituting CDBG for State or local funds as set forth in §570.201(e), or that would exceed the dollar limitations described under §570.201(e)(1) and (2) unless the regulations otherwise provide that the services are exempt from that cost limitation (see discussion under Additional Considerations subsection, below). *Reference: §570.204(b)(2)*

- provision of assistance for a special economic development activity eligible under §570.203 that does not comply with the Public Benefit requirements of §570.209. *References: §570.204(b)(3) and §570.209*
- planning and administrative activities that are eligible under §570.205 or §570.206 which would result in the grantee exceeding the 20% cost limitation on such activities, unless the regulations specifically provide that the activity is exempt from that cost limitation. *Reference: §570.204(b)(4)*

Complying with National Objectives— Special Activities by CBDOs

Since the majority of activities carried out by a CBDO under this authority are also eligible under other categories covered in this Guidebook, refer to the applicable sections in this chapter concerning the considerations necessary to determine how to meet the CDBG national objectives. Where otherwise ineligible housing activities are being carried out, see the section on Construction of Housing for guidance.

Additional Considerations

The use of CDBG funds by a grantee to fund CBDOs does not relieve the grantee of its responsibility for meeting program requirements on how those funds are used. Thus, even if the grantee does not designate the CBDO as a subrecipient, it should nevertheless give serious consideration to developing a written, contractual agreement with the CBDO that would be comparable to that required with subrecipients. Such an agreement would include the scope of work, the activity(ies) to be carried out, the national objective(s) to be met, time frames, termination criteria, reporting requirements, and applicability of other requirements (e.g., those specified in Subpart K of the CDBG regulations).

It is important to note that when an activity is being carried out by a CBDO under this category and the activity is of such nature that it would also qualify under the category of Special Economic Development Activities at §570.203, that activity will be subject to the Public Benefit requirements set forth in §570.209 and further described in Appendix B of this Guide (although if the CBDO is carrying out any such activities pursuant to a HUD-approved Neighborhood Revitalization Strategy [NRS], the grantee may elect to exempt the activities from the *aggregate* public benefit standards.) See Appendix E for information on NRS and Appendix B for information on the aggregate standards.

It should also be noted that, while as a general rule CBDOs cannot carry out public services that are not subject to the cost limitation on the amount that the grantee may obligate for public services (i.e., 15% cap), there are two exceptions to this rule. The exceptions include:

- ❖ Any services provided by a CBDO that are specifically designed to increase economic opportunities through job training and placement and other employment support services (e.g., peer support programs, counseling, child care, transportation, and other similar services); and
- ❖ Services of any type being provided by a CBDO pursuant to a Neighborhood Revitalization Strategy approved by HUD. (Reference: 24 CFR 91.215(e) and Appendix E of this Guide for further information on such strategies.)

Note that, if a grantee does not designate the CBDO as a subrecipient, any revenue generated by its CDBG-funded activities is not classified as CDBG program income, since by definition, program income is money that is *received by* the grantee or a subrecipient. While this may be a way to help a high-performing CBDO secure ongoing funding to continue its mission following completion of the CDBG-funded project, it must be noted that, since such revenue is not program income, it *cannot* be included in the bases for calculating the public services or planning/administration caps. However, when the grantee provides funds to a CBDO in the form of a loan, any payments made by the CBDO to the grantee on that loan would be CDBG program income, whether or not the CBDO has been designated as a subrecipient.

If a grantee intends to fund a CBDO that lacks capacity to carry out complex development activities without substantial “hand-holding,” careful consideration must be paid to the “carry out/control” aspect of §570.204 to ensure that program requirements are not violated. One solution may be to assist the CBDO in hiring professionals, such as a more experienced nonprofit, a general contractor, or an architectural and engineering firm, to provide needed expertise to complete the project. The grantee could also break a project into two parts and, in the first year, fund capacity building for the CBDO before the CBDO carries out the project.

Note also that complex development projects may stretch the ability of grantees (or HUD field offices) to adequately monitor (e.g., carrying out multi-funded, low-income housing tax credit deals). In such cases, grantees should seek the appropriate expertise to ensure that program requirements are met.

Homeownership Assistance

Under the provisions at §570.201(n), grantees and their subrecipients may provide financial assistance to low- and moderate-income households to assist them in the purchase of a home.

Eligible Activities

The specific purposes for which financial assistance using CDBG funds may be provided under this category are to:

- ✓ Subsidize interest rates and mortgage principal amounts, including making a grant to reduce the effective interest rate on the amount needed by the purchaser to an affordable level. (The funds granted would have to be applied towards the purchase price.) Alternatively, the grantee/subrecipient could make a subordinate loan for part of the purchase price, at little or no interest, for an amount of funds the payments on which, together with that required under the first mortgage, would be affordable to the purchaser.
- ✓ Finance the cost of acquiring property already occupied by the household at terms needed to make the purchase affordable.
- ✓ Pay all or part of the premium (on behalf of the purchaser) for mortgage insurance required up-front by a private mortgagee. (This would include the cost for private mortgage insurance.)
- ✓ Pay any or all of the reasonable closing costs associated with the home purchase on behalf of the purchaser.
- ✓ Pay up to 50% of the down payment required by the mortgagee for the purchase on behalf of the purchaser.

Note especially that the use of funds under this category is *specifically limited to assisting low- and moderate-income households*. Reference: §570.201(n)

Complying with National Objectives— Homeownership Assistance

Because the use of CDBG funds authorized under this category is limited to assisting low- and moderate-income households, any such use of funds would clearly qualify under the national objective of benefit to low- and moderate-income persons-housing activities, and no further consideration needs to be given here. Reference: §570.208(a)(3)

Additional Considerations

Homeownership assistance may also be eligible under the categories of Public Services or Special Activities by CBDOs. While these categories don't have the same restrictions on the type of assistance that may be provided, they do have to comply with the public services cap. However, under these provisions, assistance is not specifically limited by statute to L/M income persons. Therefore, a grantee should carefully consider its objectives against these factors and select the category that best fits those objectives in the context of its entire CDBG program.

In the case where HUD has approved a Neighborhood Revitalization Strategy (NRS) and the grantee plans to provide homeownership assistance pursuant to that strategy, two further considerations should be given. First, if the grantee elects to use a CBDO to deliver services in the strategy area, any services provided by the CBDO (including homeownership assistance) would be exempt from the expenditures cap on Public Services. This would remove the main advantage of qualifying the assistance under the Homeownership Assistance category. Moreover, if the strategy involves assisting non-L/M income households to purchase houses in the area, CDBG assistance could not be provided under the Homeownership Assistance category (which is limited to assistance provided to L/M income households). The use of a CBDO would be needed for this purpose. It should also be noted that where CDBG funds are provided to non L/M income households in a NRS area, meeting the L/M Income Benefit national objective is made feasible by a special feature offered by an NRS. All housing units assisted in such an area may be considered to be part of a single structure for the purpose of meeting the 51%+ occupancy requirement. See Appendix E to this Guide that describes the NRS feature of the CDBG program in further detail.

Planning and Capacity Building

Eligible Activities

CDBG funds may be used for:

- ✓ Studies,
- ✓ Analysis,
- ✓ Data gathering,
- ✓ Preparation of plans, and
- ✓ Identification of actions that will implement plans.

Example

The types of plans which may be paid for with CDBG funds include, but are not limited to:

- Comprehensive plans;
- Individual project plans;
- Community development plans;
- Capital improvement programs;
- Small area and neighborhood plans;
- Analysis of impediments to fair housing choice;
- Environmental and historic preservation studies; and
- Functional plans (such as plans for housing, land use, energy conservation or economic development).

A more detailed description of planning and capacity building activities is located at §570.205 of the regulations.

Such funds may also be used under this category for activities designed to improve the grantee's capacity (or that of its subrecipients) to plan and manage programs and activities for the grantee's CDBG program. However, the amount of CDBG funds which may be used for activities under this category (whether by the grantee or its subrecipients) is subject to the statutory limitation on planning and administrative cost. Note that the planning and administrative costs of subrecipients subject to the 20% cap are limited to those related to the CDBG program as a whole and not for activity-specific administrative costs related to carrying out other eligible Subpart C activities which are considered part of the cost of those activities. (See also the discussion describing the 20% cap which is contained in the Program Administration Costs category section and the description on how to calculate the cap following that section.) *References: §570.200(g) and §570.205*

Note, however, that capacity building is also eligible under the category of Technical Assistance, which is discussed in this Guide under the section of this chapter entitled Miscellaneous Other Activities. The use of funds under that category is not subject to the 20% cap, but must be shown to meet a national objective. *Reference: §570.201(p)*

Planning and capacity building activities do not include:

- ❖ Engineering, architectural and design costs related to a specific project (e.g., detailed engineering specifications and working drawings); or
- ❖ Other costs of implementing plans.

Example

While developing an economic development strategy for the city or county is an eligible planning activity, printing brochures promoting the city or county in order to attract businesses is not.

Complying with National Objectives—Planning and Capacity Building

Because CDBG funds spent for planning and capacity building costs are considered to address the national objectives of the CDBG program as a whole, no documentation of such compliance is required. *Reference: §570.208(d)(4)*

Additional Considerations

The cost of implementing plans, while not eligible as planning costs, may qualify for CDBG funding if the implementing actions are otherwise eligible activities (i.e., activities eligible under §570.201 through §570.204).

A market study performed on behalf of the grantee to determine the market for some type of facility or business would be eligible under the category of Planning, but a market study performed on behalf of a particular business would only be eligible for CDBG funding under the category of Special Economic Development Activities. Similarly, conducting a market study on the need for a new hotel downtown would be eligible under Planning, while conducting a feasibility study of a specific proposed project (e.g., a hotel) on a specific site would have to qualify under the Special Economic Development Activities category.

Program

Administration Costs

Eligible Activities

CDBG funds may be used to pay reasonable program administration costs and carrying charges related to the planning and execution of community development activities assisted in whole or in part with funds provided under the CDBG or the HOME or Urban Development Action Grants (UDAG) programs.

Program administration costs include staff and related costs required for overall program management, coordination, monitoring, reporting, and evaluation, as described at §570.206(a)(1).

Other activities eligible under this category include:

- ✓ Citizen participation costs *Reference: §570.206(b),*
- ✓ Fair housing activities *Reference: §570.206(c),*
- ✓ Indirect costs charged using an accepted cost allocation plan *Reference: §570.206(e),*
- ✓ Development of submissions or applications for Federal programs *Reference: §570.206(f), and*
- ✓ Certain costs of administering the HOME program or a Federally designated Empowerment Zone or Enterprise Community *Reference: §570.206(i).*

Office space: A grantee may charge to the CDBG program the costs of rent and maintenance of office space to house the staff involved in program administration, but may not purchase or construct offices for this purpose.

Proration: Where an individual staff person performs some duties that are eligible as administration costs as well as other duties that are eligible under other categories of basic eligibility, the grantee may elect to charge either *all* of such person's costs to administration if the person's primary duties are program administration, or *only the portion* of the staff's duties that are covered under this category (provided appropriate time distribution records are kept).

20% cap: Costs that are charged to administrative costs and to Planning and Capacity Building per §570.205 and 206 are subject to a statutory limitation that not more than 20% of grant funds plus program income may be used for planning and administration. (This limitation is not contained in the Housing and Community Development Act of 1974, which authorizes the CDBG program, but has been included in each Appropriations statute for the CDBG program since 1978.) See the description on how to calculate the amount of this limitation, shown later in this section.

Note: 24 CFR 570.206(g) authorizes the use of CDBG funds to pay administrative expenses to facilitate housing identified in a grantee’s housing assistance plan (HAP). However, the Comprehensive Housing Affordability Strategy (CHAS) (now a part of the Consolidated Plan) replaced the HAP. The CHAS had a broader reach and was not limited exclusively to housing for L/M income persons. Therefore, this provision of the regulation cannot be used without a waiver from HUD on the limitation concerning the identification of the housing in the grantee’s HAP and provided the grantee otherwise meets the CDBG waiver standards at §570.5. *Reference: §570.206(g)*

Example

Overall program management, coordination, monitoring, and evaluation include, but are not limited to, the following types of assistance:

- Preparing program budgets, schedules and amendments;
- Evaluating program results against stated objectives;
- Coordinating the resolution of audit and monitoring findings;
- Developing systems for assuring compliance with program requirements;
- Monitoring program activities for progress and compliance with program requirements;
- Preparing reports and other compliance documents related to the program for submission to HUD; and
- Developing interagency agreements and agreements with subrecipients and contractors to carry out program activities.

*Program administration does **not** authorize:*

- ❖ Political activities. *Reference: §570.207(a)(3)*
- ❖ The acquisition, construction, or reconstruction of space in a government office building for staff administering the grantee’s CDBG, UDAG, Rental Rehabilitation, HoDAG, or HOME programs, since CDBG funds may not be used to assist “buildings for the general conduct of government.” See the section on Public Facilities and Improvements for more information on this limitation.

- ❖ Staff and overhead costs directly involved in carrying out activities eligible under §570.201 through §570.204, since those costs (often referred to as “activity delivery costs”) are eligible as part of such activities.

**Complying
with National
Objectives—
Program
Administration
Costs**

Costs that are appropriately charged to this category are presumed to meet a CDBG national objective, and the grantee does not have to maintain any other documentation for this purpose. *Reference: §570.208(d)(4)*

Planning and Administrative Cap

Description

As indicated in the preceding pages, no more than 20% of the sum of any grant plus program income that is received during the program year may be obligated by the grantee and its subrecipients for planning and administrative costs, as defined in §570.205 and §570.206, respectively.

Recipients of entitlement grants will be considered to be in conformance with this limitation if total obligations charged under those categories during the grantee's most recently completed program year, without regard to the source year of funds, are not greater than 20% of the sum of the entitlement grant received for that program year plus the program income received during that program year by the grantee and its subrecipients.

References: Appropriations Acts and §570.200(g)

Calculating the Cap

- (1) To determine the base against which the 20% cap will be applied, total the amount of CDBG funds *received during the program year* from the following sources:

Entitlement Grant (from line 8.b of the Funding Approval form, HUD-7082) \$ _____

Surplus from Urban Renewal (from line 10.b of the Funding Approval form) \$ _____

Program income received by the grantee and its subrecipients \$ _____

TOTAL \$ _____

- (2) To calculate the amount of the cap, multiply the total amount determined in Step (1) above by .20 and enter the number here \$ _____

This amount represents the maximum dollar level that may be obligated during the program year and charged to the basic eligibility categories of Planning and Capacity Building and Program Administration, i.e., the **cap**.

Determining Compliance with the Cap

Compliance with the cap is determined for entitlement grantees by performing the following calculation at the end of each program year:

Determine the total amount of CDBG funds expended during the program year for activities that are classified as eligible under §570.205 (Planning and Capacity Building) and §570.206 (Program Administration Costs):

\$ _____

Add to the above amount the total amount of unliquidated obligations for activities under these same two categories, as of the end of the program year:

\$ _____

Subtract from the balance the total amount of unliquidated obligations for these two categories, as of the end of the preceding program year:

\$(_____)

Enter here the result of the above calculations. This is the amount of net obligations for Planning Administration during the program year:

\$ _____

To be in compliance with the 20% cap, the amount determined above as the net amount obligated may not exceed the amount determined as the cap for the year in the first portion of this subsection (see (2) on the preceding page).

Miscellaneous Other Activities

Other miscellaneous activities eligible under the CDBG regulations are described in this section of the Guide.

Payment of the Non-Federal Share— §570.201(g)

This provision does not make any additional activities eligible for CDBG assistance because it limits the use of CDBG funds to paying the non-Federal share only for activities which are otherwise eligible for CDBG assistance. Therefore, any proposed use of CDBG funds to pay the non-Federal share of a Federal grant-in-aid should be evaluated against the requirements of the applicable eligibility category.

It should also be noted that the authority to use CDBG funds for the non-Federal share of another program does not override any specific restriction against that use that may be contained in the statute or regulations for that program. For example, the HOME program requires a non-Federal match, but specifically states that CDBG expenditures may not count towards meeting that requirement.

Urban Renewal Completion— §570.201(h)

This provision does not make any additional activities eligible for CDBG assistance because any cost of completing an urban renewal project funded under Title I of the Housing Act of 1949 must also be eligible under other activity categories described in this Guide.

For example: The costs of public improvements required to complete an urban renewal project would also be eligible under the category of Public Facilities and Improvements described on page 2-11.

Technical Assistance— §570.201(p)

This provision makes eligible the use of CDBG funds to increase the capacity of public or nonprofit entities to carry out eligible neighborhood revitalization or economic development activities. (This could include the grantee itself.) In order to use the funds under this authority, the grantee must determine, prior to providing the assistance, the eligibility of the activity for which capacity is to be built *and* that there is a reasonable expectation that a national objective can be met once the entity has received the technical assistance and undertakes the activity. It should be noted that, while building capacity of an entity under this authority provides an alternative to using the authority under the category of Planning and Capacity Building (and thus can help avoid a problem with exceeding the 20% cap), the program does not provide a presumption concerning national objective compliance. Thus, it is important that this be considered before charging costs under this category. Factors that should be considered in determining

if a national objective can be met include the nature of the organization receiving the assistance, the type and eligibility of the activity to be carried out, the location of the activity, and the entity's expected (or traditional) clientele. Based on a review of these factors, the grantee should have a reasonable expectation that the activity to be undertaken by the entity would comply with a national objective before funding capacity building.

**Assistance
to Institutions
of Higher
Education—
§470.201(q)**

This authority may be used by a grantee to provide assistance to an institution of higher education (i.e., secondary schools or higher) when the grantee determines that such an institution has demonstrated a capacity to carry out activities that fall under one or more of the basic eligibility categories under the CDBG program.

**Housing
Services—
§570.201(k)**

Section 105(a)(20) provides that CDBG funds may be used to pay costs in support of activities eligible for funding under the HOME program. This includes services such as housing counseling in connection with tenant-based rental assistance and affordable housing projects, energy auditing, preparation of work specifications, loan processing, inspections, tenant selection, management of tenant-based rental assistance, and other services related to assisting owners, tenants, contractors, and other entities participating or seeking to participate in the HOME program. Since such assistance must also meet HOME income targeting requirements, see the discussion under L/M Income Housing in Chapter 3 to determine how these services can meet the CDBG national objectives. (Note that this provision is not prohibited from qualifying under other CDBG national objectives but the requirement to comply with HOME criteria makes the L/M Income Housing Benefit the clear alternative for CDBG compliance.)

(§570.206 also provides that CDBG funds may be used to pay for program administration of the HOME program.)

Reconstruction

Reconstruction became explicitly eligible for CDBG assistance as a result of a legislative change under section 225 of the Omnibus Consolidated Rescissions and Appropriations Act of 1996 (P.L. 104-234, enacted April 26, 1996). This change [in section 105(a)(4) of the Housing and Community Development Act of 1974 as amended] broadens grantees' ability to use CDBG funds for "reconstruction" of properties. While this eligibility provision has not yet been codified in the CDBG regulations, it became effective upon enactment. Grantees have thus been able to make use of this provision since enacted.

While the statute does not define the term “reconstruction,” for CDBG purposes, it is generally defined as meaning the rebuilding of a structure on the same site in substantially the same manner. Deviations from the original design are permitted for reasons of safety or if otherwise impractical. The structure to be reconstructed may be residential or nonresidential, and either publicly- or privately-owned. For reconstruction involving housing, the number of housing units on a site may not be increased, but the number of rooms per unit may be increased or decreased. [Note that any *decrease* in the number of units on a site may require compliance with the one-for-one replacement of L/M income dwelling units at 24 CFR part 42, subpart C.] Reconstruction of residential structures would also permit replacing an existing substandard unit of manufactured housing with a new or standard unit of manufactured housing.

Note that reconstruction is also permitted elsewhere in the regulations under Public Facilities and Improvements [§570.201(c)], Privately Owned Utilities [§570.201(1)], and Special Economic Development Activities [§570.203].

In Rem

Section 105(a) (23) of the Act, as added by Section 807 (a) (4) of the Housing and Community Development Act of 1992 provided a separate category of eligibility under the CDBG program regarding the provision of assistance to housing units acquired through tax foreclosure proceedings. Specifically, it authorizes activities necessary to make essential repairs and payment of operating expenses needed to maintain the habitability of housing units acquired through tax foreclosure proceedings in order to prevent abandonment and deterioration of such housing in primarily low- and moderate-income neighborhoods. This provision has not been incorporated into the regulations at the time of this writing, but is available for use nevertheless. Some aspects that must be considered for meeting the national objectives when using this authority should be noted. The statute clarified that, since these expenses are limited to housing located in primarily low- and moderate-income neighborhoods, the L/M Income Benefit national objective is to be met through the Area Benefit subcategory. This means that, even though these are housing activities, the usual requirement that occupancy by L/M income households must be demonstrated does not apply to activities carried out under this authority. Of course, the grantee could also claim such activities as qualifying under the Slums/Blight objective in particular circumstances where meeting the criteria for this objective could be demonstrated.

Handicapped Accessibility

The statute makes specifically eligible the removal of material and architectural barriers that restrict the accessibility or mobility of elderly or handicapped persons.

Confusion has emerged concerning the distinction between removing barriers to accessibility and the need to provide for accessibility. Together, these issues led some grantees and beneficiaries to the impression that the involvement of the removal of barriers would qualify an entire activity for assistance under the CDBG program, or that the additional costs of making even newly constructed buildings accessible to the handicapped should be eligible for CDBG assistance under that authority, whether or not the rest of the building could so qualify.

The passage of the Americans with Disabilities Act (ADA) had much to do with this confusion. Pressure has mounted on grantees to provide accessibility in both public and private places. This has led to some attempts to use CDBG funds to provide accessibility in ways that go well beyond the simple removal of existing barriers. As a result, it became necessary to clarify the regulations.

For many years, the CDBG regulations contained the removal of architectural barriers as a separate category of eligibility. However, this free-standing category was removed in 1995 because of the confusion it seemed to be causing and has been woven into other eligibility categories as appropriate. The regulations also contained (and still contain) a provision indicating that such barrier removal can meet the national objective of benefit to L/M income under Limited Clientele.

Where the construction of a building or improvement is eligible for assistance with CDBG, the costs of making the building or improvement accessible to persons with handicaps is also eligible as an integral cost of the construction and there is no need to provide separate eligibility for such a purpose. The removal of architectural barriers is now clarified as rehabilitation or reconstruction under the categories of Public Facilities and Improvements, Rehabilitation, and Special Economic Development Activities.

The main issue that is presented in the CDBG program with respect to handicapped accessibility lies in being able to meet a national objective. If the new construction of a public facility or improvement cannot meet a national objective based on either area benefit or the clientele to be served, then the features that are required in such construction in order to provide for accessibility to handicapped persons also cannot meet a national objective. The situation is somewhat different with rehabilitation or reconstruction. Since the cost of removing existing barriers is specifically eligible under the statute, §570.208(a)(2)(ii) provides that removal of accessibility barriers may be presumed to meet the L/M Income Limited Clientele criteria if the costs of such removal is restricted, to the extent practicable, to the removal of such barriers in:

- ❖ The reconstruction of a public facility or improvement, or portion thereof, that does not meet the criteria for L/M Income Benefit under Area Benefit,
- ❖ The rehabilitation of a privately owned nonresidential building or improvement that does not meet the criteria for L/M Income Benefit under Area Benefit or Jobs, or
- ❖ The rehabilitation of the common areas of a residential structure that contains more than one dwelling unit and that does not meet the criteria for L/M Income Benefit under Housing.

In a related matter, the use in the regulations concerning the presumption of L/M income status of handicapped persons became problematical as the use of the term “handicapped” broadened over the past several years to include categories of handicap that do not necessarily heavily impact on a person’s capacity to work in good paying jobs. Thus, when HUD changed the regulations concerning the removal of architectural barriers, it also amended them to revise the term used for this purpose. The regulations now use the term “severely disabled adult” in lieu of “handicapped.” See the discussion of this matter under the L/M Income Limited Clientele subsection in Chapter 3 of this Guide.

Activities Specified as Ineligible

Ineligible Activities

The CDBG program regulations identify certain activities as categorically ineligible. They also identify certain other activities that are ineligible unless they are carried out by a CBDO under the authority of §570.204.

The general rule in the CDBG program is that any activity that is not authorized under the provisions of §§ 570.201-570.206 (or, where applicable, the statute) is ineligible to be assisted with CDBG funds. However, the eligible activities are so broad that it is easy to forget that some things cannot be done under the program. The purpose of this section is to discuss specific activities that are ineligible and to provide guidance in determining the eligibility of other activities frequently associated with housing and community development.

Categorically ineligible

The following activities may not be assisted with CDBG funds under any circumstance:

- ❖ *Buildings or portions thereof, used for the general conduct of government* as defined at §570.3 may not be assisted with CDBG funds. This does not include, however, the removal of architectural barriers involving any such building, which may be assisted under the category of Public Facilities and Improvements. Also, where acquisition of real property includes a building or other improvement that would be used for the general conduct of government, the portion of the acquisition cost attributable to the land may be assisted under the category of Acquisition of Real Property. *Reference: §570.207(a)(1)*
- ❖ *General government expenses.* Except as otherwise specifically authorized in Subpart C of Part 570 or under OMB Circular A-87, expenses required to carry out the regular responsibilities of the unit of general local government are not eligible for assistance under this part. *Reference: §570.207(a)(2)*
- ❖ *Political activities.* CDBG funds may not be used to finance the use of facilities or equipment for political purposes or to engage in other partisan political activities, such as candidate forums, voter transportation, or voter registration. However, a facility originally assisted with CDBG funds may be used on an incidental basis to hold political meetings, candidate forums, or voter registration campaigns, provided that all parties and organizations have access to the facility on an equal basis, and are assessed equal rent or use charges, if any. *Reference: §570.207(a)(3)*

Generally ineligible

The following activities may not be assisted with CDBG funds unless authorized as Special Economic Development Activities under §570.203 or when carried out by a CBDO under the provisions of §570.204.

- ❖ *Purchase of equipment.* The purchase of equipment with CDBG funds is generally ineligible.
 - *Construction equipment.* The purchase of construction equipment is ineligible, but compensation for the use of such equipment through leasing, depreciation, or use allowances pursuant to OMB Circulars A-21, A-87, or A-122 as applicable for an otherwise eligible activity is an eligible use of CDBG funds. However, the purchase of construction equipment for use as part of a solid waste disposal facility is eligible under the category of Public Facilities and Improvements [see §570.201(c)].
 - *Fire protection equipment.* Fire protection equipment is considered for this purpose to be an integral part of a public facility. Thus, purchase of such equipment would be eligible under the category of Public Facilities and Improvements. This includes fire engines and specialized tools such as “jaws of life” and life-saving equipment as well as protective clothing worn by fire fighters [see §570.201(c)].
 - *Furnishings and personal property.* The purchase of equipment, fixtures, motor vehicles, furnishings, or other personal property not an integral structural fixture is generally ineligible. CDBG funds may be used, however, to purchase or to pay depreciation or use allowances (in accordance with OMB Circulars A-21, A-87, or A-122, as applicable) for such items when necessary for use by a recipient or its subrecipients in the administration of activities assisted with CDBG funds, or when eligible as fire fighting equipment, or when such items constitute all or part of a public service pursuant to §570.201(e). Also, these items are eligible when carried out by a for-profit business as part of CDBG assistance under the authority of §570.203(b).
Reference: §570.207(b)(1)
- ❖ *Operating and maintenance expenses.* The general rule is that any expense associated with repairing, operating, or maintaining public facilities, improvements, and services is ineligible. Specific exceptions to this general rule are operating and maintenance expenses associated with public service activities [see §570.201(e)], interim assistance [see §570.201(f)], and office space for program staff employed in carrying out the CDBG program (see §570.206). For example, the use of CDBG funds to pay the allowable costs of

operating and maintaining a facility used in providing a public service (e.g., salaries, rent) would be eligible under §570.201(e), even if no other costs of providing the service there are assisted with such funds. Examples of operating and maintenance expenses that are generally ineligible include:

- Maintenance and repair of publicly-owned streets, parks, playgrounds, water and sewer facilities, neighborhood facilities, senior centers, centers for persons with disabilities, parking, and other public facilities and improvements. Examples of maintenance and repair activities for which CDBG funds may not be used include the filling of pot holes in streets, repairing of cracks in sidewalks, the mowing of grass in city or county parks, and the replacement of street light bulbs.
- Payment of salaries for staff, utility costs, and similar expenses necessary for the operation of public works and facilities.
Reference: §570.207(b)(2)

❖ *New housing construction.* See the discussion of this activity type under the earlier sections of this chapter entitled Construction of Housing and Special Activities by CBDOs. *Reference: §570.207(b)(3)*

❖ *Income payments.* The general rule is that CDBG funds may not be used for income payments. For purposes of the CDBG program, “income payments” is defined as a *series of subsistence-type grant* payments made to an individual or family for items such as food, clothing, housing (rent or mortgage), or utilities, but excludes emergency grant payments made over a period of up to three consecutive months directly to the provider of such items or services on behalf of an individual or family. One time grants, emergency type grants, or loans for such purposes may be authorized under the category of Public Services [see §570.201(e)]. *Reference: §570.207(b)(4)*

Note: Certain activities, even if they would otherwise be eligible under the category of Special Economic Development Activities, cannot be assisted with CDBG funds if they are specifically ineligible under the provisions of the Public Benefit standards under §570.209. For example, assisting a business to create jobs that would cost more than \$50,000 in CDBG funds per job would be unallowable. Also, providing assistance to a professional sports team is not allowed. See Appendix B for further details.

Documenting Compliance

This section of the chapter provides special guidance on the requirement the grantee must document that each assisted activity falls within a specified category and that it meets the requirements that apply to that category.

The requirement

The nature of the program is that the Federal government provides funds that a grantee may use in a variety of ways, at its option. There are limitations within which the grantee must operate, however. In order to ensure that HUD can carry out its statutory responsibilities to review grantee performance to determine that program requirements have been met, the grantee must maintain certain records which are identified in §570.506 of the CDBG program regulations. §570.506(a) specifies that the grantee must keep records which provide a full description of each activity that is selected for assistance, including its location, the amount of CDBG funds budgeted, obligated and expended for the activity, and—with particular respect to the subject of this chapter of the Guide—the provision of the regulations (or in certain cases, the statute) under which the activity is eligible.

The earlier portions of this chapter have identified the many categories of basic eligibility that are (at the time of this writing) currently available for selection. As is evident by a review of those sections, there are aspects that must be considered in order to make sure that program rules are honored in the case of almost every category. The files must document all relevant eligibility considerations that apply. For example, Acquisition of Real Property is an eligible activity only if it is carried out by a public or private nonprofit entity. Therefore, the records kept by the grantee in fulfillment of §570.506(a) must clearly indicate the entity that carried out the acquisition and the nonprofit status of that entity.

Certain categories of eligibility require, as a condition of such eligibility, that the grantee must make, and document, a particular local determination. §570.200(e) identifies those determinations which must be made and documented as a condition of eligibility.

While a grantee is not required to keep in its own files the records concerning the eligibility of an activity carried out by a CBDO or a subrecipient, the grantee must make sure that the required records are kept by that entity.

The OMB Circulars require recipients of Federal assistance to keep source documentation to justify all expenditures. For example, for an expenditure for rehabilitation, the grantee (or its CBDO or subrecipient) should be able to show an invoice that identifies what the payment was made for, to and by whom, and the physical location of the property that was rehabilitated. Where applicable, the rehabilitation contractor, in turn, would be obligated to be able to produce detailed records showing specifically the costs that it incurred and for which the invoice was presented. Similarly, a for-profit entity that receives a working capital loan should have sufficient source documentation to show the actual use of the CDBG funds.

Making the Best Choice

This section of the chapter stresses the desirability of considering alternative categories of eligibility for certain types of activities. Several examples are provided for key program areas to illustrate possible alternatives that may be available and the considerations that should guide the grantee in making the wisest choice among them.

The most common among these activity types and the requirements that the grantee should consider are:

- ❖ Public services (public services cap),
- ❖ Commercial/industrial projects (public benefit requirements), and
- ❖ Planning and administration (planning/admin cap).

The following discussion of these key areas is intended to assist grantees in thinking through the alternatives that may be available, the factors that should be considered, and some ground rules that may be helpful in this process.

Public Services

While the CDBG program was, from the onset, intended to be a physical development program, it was recognized that certain services can be very helpful to stabilize a neighborhood and to make for a sustainable redevelopment of areas needing revitalization. Therefore, the program authorizes the use of funds to provide services generally, but with a dollar limitation (usually no more than 15% of program funds may be used for services). However, there are certain situations where the regulations provide that services are not subject to this dollar limitation.

The most notable types of services that are not subject to the cap are:

- ❖ Financial assistance for homeownership, under the authority of §570.201(n);
- ❖ Employment services (including job training) related to employment opportunities generated by CDBG-eligible economic development activities, under the authority of §570.203(c);
- ❖ Services provided by a CBDO under the authority of §570.204 and that are specifically designed to increase economic opportunities through job training and placement and other related support services, such as child care and transportation;

- ❖ Services of any kind that are provided by a CBDO under the authority of §570.204 and that are carried out pursuant to a Neighborhood Revitalization Strategy approved by HUD under §91.215(e)(2) (see also Appendix E of this Guide); and
- ❖ General support services provided to owners of and/or persons developing microenterprises, under the authority of §570.201(o).

If a grantee's CDBG program is operating at or near its cap on public services, it is probably wise to review activities planned for future years to determine if any public services could be reclassified. In doing so, it is important to remember that shifting employment services from the Public Services category to that of Special Economic Development Activities would mean subjecting the services to public benefit requirements. For some grantees, it may also not be feasible to provide the services they have in mind through a CBDO because of the lack of a qualified entity in the applicable area. With respect to homeownership assistance, it should also be recognized that the alternative category may also have certain limitations.

Commercial/Industrial Projects

Usually, when a commercial or industrial project is assisted in the CDBG program as a Special Economic Development Activity, or when it is carried out by a CBDO as a Special Activity by a CBDO, the assistance will be subject to the public benefit requirements described in §570.209 (and discussed further in Appendix B of this Guide). While those requirements may not prevent the project from going forward as planned, it may nevertheless be useful to consider whether any other category could be used that may be more desirable.

The alternatives that should be considered in this regard are:

- ❖ Employment services that are eligible under §570.203(c) are also eligible under the Public Services category;
- ❖ Depending on the size of the business, assistance that is eligible under §570.203(b) or (c) may also be eligible under the Microenterprise Assistance category of 570.201(o);
- ❖ Property acquisition that is undertaken by a nonprofit under the authority of §570.203(a) may also be eligible under the category of Acquisition of Real Property at 570.201(a);

- ❖ Reconstruction of a commercial or industrial property that is eligible under the authority of §570.203(a) would also be eligible under the category of Rehabilitation at 570.202;
- ❖ Rehabilitation of a commercial or industrial property under the authority of §570.203(b) may be eligible, at least in part, under the category of Rehabilitation at 570.202; and
- ❖ Provision of one or more public improvements or utilities needed by the business may qualify under the category of Public Improvements at §570.201(c) or Privately-Owned Utilities at §570.201(l).

Moreover, an economic development project often involves a number of different activities that could be assisted in lieu of the specific assistance requested by a business. Consider, for example, a business that wants to expand and has requested financial assistance to pay for the construction of a building. It may be that the business needs to purchase land for the expansion or might be planning to pay to have the street widened or otherwise improved to support truck traffic. Either of these needs could be met with CDBG funds, under other categories than Special Economic Development Activities, which might be more desirable for the grantee to provide in order to help the project go forward. This sort of assessment of alternative activities might also help determine whether Davis-Bacon would apply to the form of assistance being contemplated.

Planning/administration

There are a few activities eligible under the categories of Planning and Capacity Building and Program Administration Costs that are also eligible under other categories of basic eligibility. Since costs charged to §570.205 or 570.206 are subject to the 20% cap, it may be useful to consider any alternative classification if the grantee is at or near its cap.

Such activities include:

- ❖ Fair housing counseling,
- ❖ Environmental assessments required for compliance with 24 CFR part 58,
- ❖ Capacity building, and
- ❖ Staff cost for persons carrying out program administration activities but also performing functions in direct support of activities being carried out under other categories of basic eligibility.

A brief discussion of each of the preceding activities follows:

Fair Housing Counseling

Grantees in the CDBG program have a responsibility to affirmatively further fair housing. Activities carried out pursuant to this responsibility may be charged to Program Administration. When the grantee is planning to provide counseling to advise persons of their rights under the Fair Housing Act or otherwise assist them in this regard, such activities could also be eligible under the category of Public Services. While both of these alternatives involve an overall cost limitation (i.e., the 20% cap and the 15% cap), it is not likely that a grantee would reach both caps in the same program year, thus allowing the grantee to shift the costs of these services to the appropriate category.

Environmental Assessments

The costs of performing the assessment and related public notices as required under 24 CFR part 58 are considered to be “activity delivery costs” and are thus part of the costs of carrying out the activity under the same basic eligibility category applicable to that activity. As such, these costs are not subject to the 20% cap. Alternately, it should be noted, however, that the regulations allow charging these costs under §570.205. It would generally not be desirable for a grantee if it is at or near its 20% cap to elect this alternative. There are some reasons, however, to think about this where possible. Where environmental assessment costs incurred with respect to an activity would create a problem for that activity, it may be preferable to charge that cost to the category of Planning and Capacity Building. Although this would be rare, it might occur in the case where the supported activity falls under the categories of Public Services or Special Economic Development Activities, and the grantee is in danger of exceeding the 15% cap or failing the public benefit requirements. Furthermore, a grantee may prefer to charge all its environmental assessment costs to §570.205 for administrative convenience, so as to avoid the need to shred the costs of one or more staff persons performing the assessments.

Capacity Building

A discussion of the alternatives available for the costs of capacity building may be found under the sections of this chapter entitled Miscellaneous Other Activities (see Technical Assistance) and Planning and Capacity Building.

Split-function Staff

Many grantees, especially the smaller ones, and some subrecipients have staff that perform both program administration and activity delivery functions. The regulations provide such grantees (and subrecipients) the option of prorating the costs according to the extent of time involved in each, or, in the case of staff whose *primary* function is program administration, charging all the person's time to the category of Program Administration. The implications to be considered in evaluating this option are virtually the same as those for the environmental assessment function discussed above.



CITY OF SOUTH FULTON

COUNCIL AGENDA ITEM

COUNCIL WORK SESSION



SUBJECT: 5:25 p.m. Department of Parks, Recreation and Cultural Affairs Strategic Plan and Programs/Events Update

DATE OF MEETING: 2/14/2023

DEPARTMENT: City Manager

ATTACHMENTS:

Description	Type	Upload Date
FY23 Parks Recreation and Cultural Affairs Presentation 22	Cover Memo	2/10/2023

City Manager
Tammi Saddler Jones

Assistant City Manager
Donald Toms

DEPARTMENT OF PARKS, RECREATION AND CULTURAL AFFAIRS STRATEGIC PLAN



DIRECTOR

TERNARD L. TURNER, MBA,CPM





DPRC STRATEGIC PLAN



TABLE OF CONTENTS

- **Summary**
- **DPRC'S Vision & Mission**
- **DPRC'S Core Values**
- **Program Pillars**
- **Strategies 1-6**





DPRC STRATEGIC PLAN



SUMMARY

This plan serves as a guideline to demonstrate where the department presently is and where we want to be by the end of FY25. In addition to encompassing the COSF Strategic Plan and the Parks Master Plan, it details the tactics that will be used in order to achieve the outlined aims and objectives.

This strategic plan provides a list of recreation program providers and services. It consists of a study and evaluation of current and future program activities, as well as a marketing plan that analyzes the facility, competition, customer base, and action plan that will facilitate the connection between current and new customers.





DPRC STRATEGIC PLAN

VISION

To provide affordable recreational, physical and cultural opportunities for all of City of South Fulton residents with a focus on families, youth development, adults, and building healthy communities.

MISSION

We are committed to improve the overall quality of life for all residents by providing best-in-class multi-generational recreational programs and services, building strong communities and a vibrant economy by providing safe and exceptional parks, facilities through effective leadership, collaboration and innovative thinking.



DPRC STRATEGIC PLAN

DPR'S CORE VALUES

**Community Oriented - Customer Service Focused - Safety Conscious
Collaborative – Professional – Engaged**

RECREATION PROGRAM STANDARDS & OUTCOMES

Programs- Safety- Participation

PROGRAM PILLARS

Prevention – Intervention – Diversion





DPRC STRATEGIC PLAN

PROGRAM PILLARS

Prevention

Our afterschool, summer camp, and youth athletic programs are designed to keep youth ages 6 to 14 engaged and active.

Intervention

This program will focus on Workforce Development, Financial Literacy and Vocational training

Diversion Program

Our youth diversion program offers structured activities, adult guidance, and social support in an effort to divert youth from the juvenile court system.





DPRC STRATEGIC PLAN

STRATEGY 1 / CRITERIA 2 : Preserve/ Replace Facility

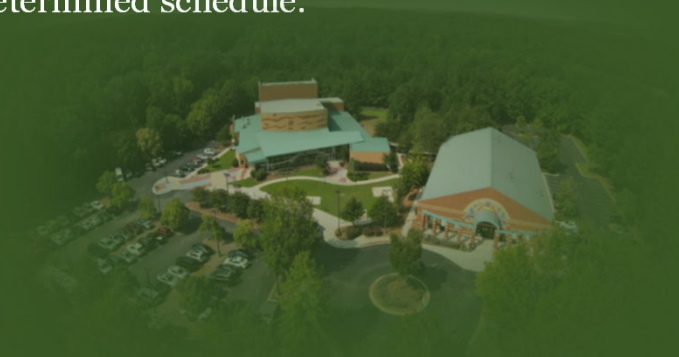
OBJECTIVE: Effectively utilize capital improvement funds to ensure building infrastructure and park grounds are maintained. Preserve the original state of new parks and nature trails while replacing dilapidated buildings and structures.

ACTION PLAN - Continue Preventative Maintenance

In order to minimize the risk of unexpected problems resulting from a lack of regular inspections, parks will conduct routine maintenance checks on facilities and grounds on a predetermined schedule.



Parks Master Plan Criteria



DPRC STRATEGIC PLAN

Welcome All Pool Update

Per our meeting with Councilmember Helen Willis and Swordfish board members on Jan. 19th, the swimming pool reopening is tentatively scheduled for Fall 2023





DPRC STRATEGIC PLAN

Tennis Center Lights Updates

The lights at SFTC is scheduled to start mid February 2023.





DPRC STRATEGIC PLAN

Sandtown Updates

Sandtown Park is currently in the bidding process.



DPRC STRATEGIC PLAN

Cliftondale Updates

Once the Parks Master Plan is approved by Council. The demolition process will begin.





DPRC STRATEGIC PLAN

STRATEGY 2 / GOAL 3: Increase community engagement /Collaboration

OBJECTIVE: Create a community environment that encourages the involvement of the constituents in shaping a highly desirable recreational facility. We will encourage information sharing by creating a public information center/board within recreation facility to keep patrons “in the know” of what’s happening in their community. Recreation events and program information will be shared on community’s social media pages. Staff will support the organization of shared events, including sports and social events, community festivals and new resident's welcome events. Promote community cohesion by organizing and planning the following quarterly activities to provide residents an informal atmosphere to socialize and build relationships with neighbors and recreation center staff.



City of South Fulton Strategic Plan





DPRC STRATEGIC PLAN

ACTION PLAN: Social Recreation

Screen on the Green - These gatherings are designed to strengthen community interactions with employees while also informing citizens about programs and services.

Center Court - Tennis-loving residents are the target audience for this activity. An enjoyable day of tennis, live music, freebies, and BBQ will bring the community together.

Painting in the Park - The purpose of Painting in the Park is to increase interest in the cultural and artistic offerings at the Southwest Arts Center.

Paw Down – This is a gathering for canine fanatics who wish to show off their adorable pups. There will be a costume contest, several vendors, and family-friendly games and activities at this event.

DPRC Block Party - Community field day/block party is designed to get community active and excited about spring programming and activities. Activities will consist of Imagination Playground for toddlers, and activities that can be done as a family.



DPRC STRATEGIC PLAN



STRATEGY 3 / Goals 3 Create traditional and non-traditional program offerings focused on youth engagement, recidivism reduction, and workforce development.



City of South Fulton Strategic Plan (Increase community collaboration)

OBJECTIVE: Develop fresh and diverse programs and events that are tailored to the needs of our multigenerational community.

ACTION PLAN - Youth engagement

Police Athletic League (PAL) PAL will offer a variety of recreational, educational, cultural, and social programs for South Fulton residents. Funding for the PAL Coordinator position is in the FY23 police budget.

Music Education Group : Through partnerships with MEG, we can use music, cinema, and digital media to teach our youth life skills and career development. **(Pilot Program TBD)**

STRATEGY 3 / Goals-Continued

Thinking Out Loud : I'm taking the lead in promoting male mentorship as a means of decreasing recidivism. **(Summer 2023)**

Mid-Night Basketball League: Offers individuals ages 17 to 28 the opportunity to participate in competitive basketball and learn about a variety of community wrap-around services designed to help them lead healthier, more productive lives and strengthen their relationship with law enforcement. **(Summer 2023)**



DPRC STRATEGIC PLAN

STRATEGY 4 / Goals 3 Increase program service deliverables

OBJECTIVE: Develop new programs that are specifically catered to the needs of our multigenerational city.

ACTION PLAN - New Initiatives and Programs **(Fall 2023)**

FY23 Inaugural Youth Football Teams (8u)



Burdett Park Trojans



Creel Park Trail Blazers



Cliftondale Park Rams



DPRC STRATEGIC PLAN



STRATEGY 4 Continued

- Afterschool and Summer Camp Programs – Youth ages 6-12
- Teen Programs – Teens ages 13-15
- Parents Day Out – Youth ages 6-10
- Zumba – Seniors
- Cardio Dance – Seniors
- Bridge Club – Seniors
- Karate – Youth ages 5 -12
- Environmental/Nature Programming – Youth ages 7- 12
- Tennis Camp – Youth ages 8-16
- Sign Language – Ages 12 & up
- Senior Tech – Seniors
- 4H Program – Ages 12 & up
- EA Sports Club – Youth ages 6- 17

Team Sports



Youth Basketball
Youth Track
Miracle League
Youth Football
Youth Baseball
Youth Soccer
Adult Dodgeball
Adult Softball
Swordfish Swim Team



DPRC STRATEGIC PLAN



STRATEGY 5 / Goals 1 Deliver Exceptional Customer Service

OBJECTIVE: To deliver exceptional internal and external customer service. Ensuring we are professional, knowledgeable and helpful always. Guaranteeing a *WOW* experience for every customer we serve.

ACTION PLAN

- Make certain that staff is knowledgeable of Departmental guidelines and offerings, policies and procedures and facility operations
- Ensure that staff is trained in their job duties and placed in areas where their strengths are displayed
- Guarantee responsiveness; respond quickly to customer questions or concerns
- Give more than expected
- Help customers understand processes
- Get regular customer feedback
- Ensure that customers feel appreciated
- Implement onsite quarterly customer service training refresher



DPRC STRATEGIC PLAN



STRATEGY 6 / Goals 1 Employee Engagement Program (Invest in developing strong teams)

OBJECTIVE: Our employee engagement program is designed to boost employee morale, encourage employee-colleague relationships, and recognize employees who are doing outstanding work.

ACTION PLAN

- Support employee lead initiatives
- Employee of the month
- DPRC employee engagement events
- Internal promotions
- Invest in trust building







CITY OF SOUTH FULTON

COUNCIL AGENDA ITEM

COUNCIL WORK SESSION



SUBJECT: 5:45 p.m. Wolf Creek Amphitheater Operations Plan and Timeline Update

DATE OF MEETING: 2/14/2023

DEPARTMENT: City Manager

ATTACHMENTS:

Description	Type	Upload Date
Wolf Creek Strategic Plan 2023 (2)	Cover Memo	2/10/2023



WOLFCREEK AMPHITHEATER OPERATIONS PLAN



OBJECTIVES



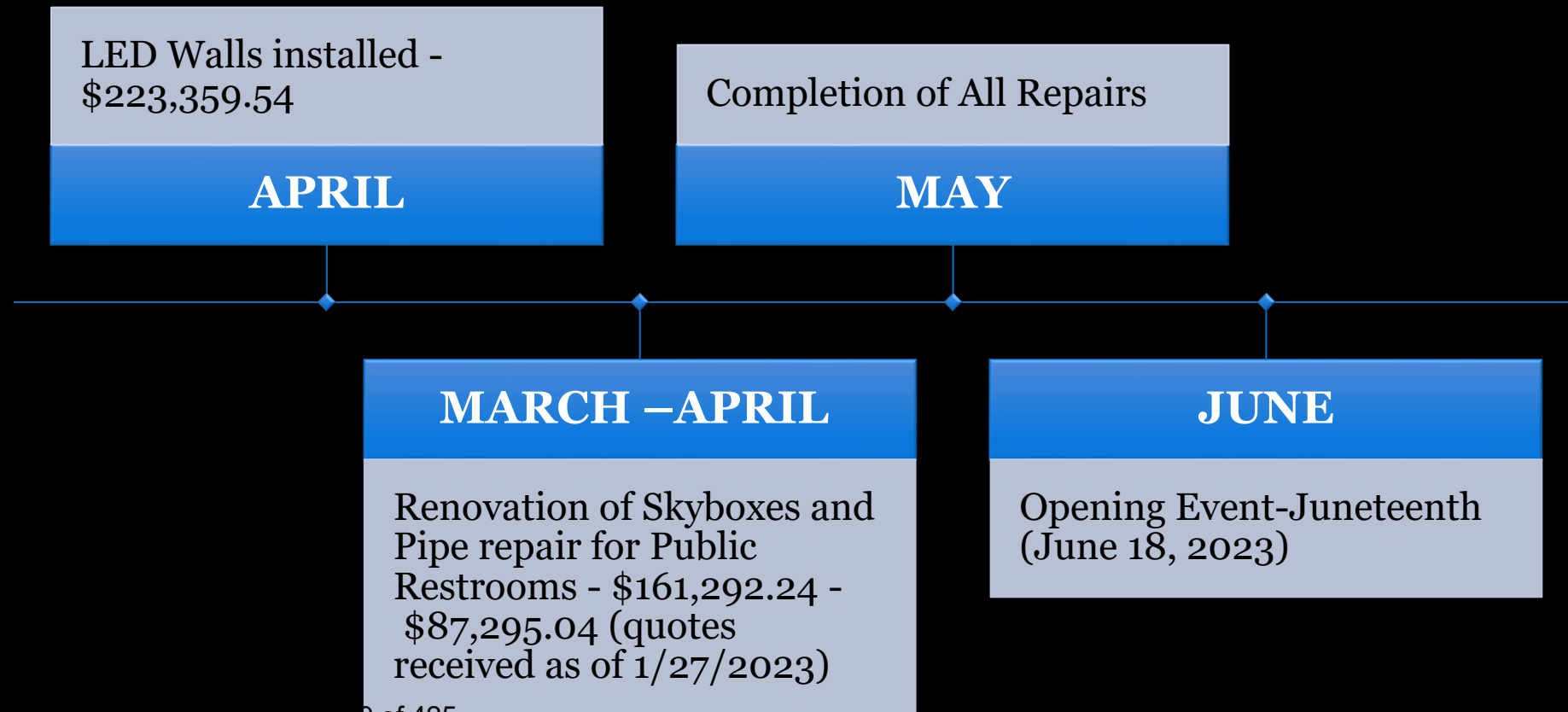
- Create a City of South Fulton branded positive patron experience
- Provide high level customer service
- Maximize event visibility and Wolf Creek Amphitheater utilization
- Effective and efficient facility management
- Fiscal Accountability – Financial oversight for all permitted activities, creating new revenue opportunities, and operating the facility as a positive revenue stream for the City of South Fulton

FACILITY DETAILS

- Covered stage (108' x 54') with loading areas
- Walkways and ramps including ADA accessible walks and ramps
- Site Lighting and landscaping including special sod installation, asphalt paving and striping
- Site fencing
- Site utilities for electric power supply, water supply, sewer and storm water management
- Dressing Rooms and support spaces to amphitheater building (1 Star dressing room with toilet and shower, men's and women's dressing rooms with toilets and showers, 1 green room, 1 warm up room, 2 storage closets, laundry, and administrative office with 11'4" x 107'4" back of house storage area)
- VIP restroom with 14 ladies' toilets and 7 men's toilets
- VIP kitchen measuring 26' x 33
- Public Restroom Building with 42 ladies' toilets and 20 men's toilets
- Box Office building with 2 windows
- 2 Skyboxes – 8-10 person capacity per Skybox
- 1,027 fixed seating units in tiered seating area
- 208 table seats
- 1,041 VIP seats with 14 seats meeting ADA requirements
- 3,881 general lawn seats with 40 seats meeting ADA requirements
- 6157 approximate total seating capacity
- 923 parking spaces which includes 23 meeting ADA requirements

RENOVATIONS AND REPAIRS TIMELINE

\$1,000,000 budgeted for FY2023



RENOVATIONS AND REPAIRS TIMELINE CON'T

Listed below are identified immediate and short-term needs. These repairs would be made ASAP.

Item	Quantity	Unit	Unit Cost	Replacement Percent	Immediate Total	Short Term Total
3.4.5 Stairs and Steps						
Allowance to wire brush, prime and recoat exterior stairs (Police Tower/First Aid Station)	1	Allowance	\$2,000.00	100%	\$2,000	
3.4.6 Exterior Doors						
Allowance for metal door/door frame replacement (Police Tower/First Aid Station)	1	EA	\$700.00	100%	\$0	\$700
4.2 Limited ADA Accessibility Survey						
Allowance to reconfigure ADA parking with pavement markings and signage	15	EA	\$500.00	100%	\$0	\$7,500
Allowance to add van-accessible designated spaces with signage and striping	5	EA	\$500.00	100%	\$0	\$2,500
4.4 Limited Microbial Visual Survey						
Investigate and repair the source of water infiltration/wall damage. Replace damaged materials. (Production Office & Management Office at the Stage Building)	1	Allowance	\$10,000.00	100%	\$10,000	
Total Repair Cost					\$12,000.00	\$10,700.00

RENOVATIONS AND REPAIRS TIMELINE CON'T

Year 1 – 5 projects

Item	EUL	EFF AGE	RUL	Quantity	Unit	Unit Cost	Cycle Replace	Replace Percent	Year 1	Year 2	Year 3	Year 4	Year 5	Total Cost
3.1.2 Access, Paving and Parking														
Asphalt crack seal, sealcoat and restriping	5	4	1	326,200	SF	\$0.18	\$58,716	200%	\$58,716				\$58,716	\$117,432
Asphalt overlay	20	15	5	326,200	SF	\$1.18	\$384,916	100%					\$384,916	\$384,916
3.4.3 Carports, Garages and Other Structures														
Steel door replacement (First Aid/Security Tower)				1	Allow	\$700.00	\$700	100%	\$700					\$700
3.4.4 Exterior Finishes														
Paint exterior (Amphitheater Building)	8	7	1	5,984	SF	\$0.80	\$4,787	200%	\$4,787				\$4,787	\$9,574
Flexible sealant replacement	15	11	4	1	LS	\$50,000.00	\$50,000	100%				\$50,000		\$50,000
3.5.2 Domestic Hot Water Production														
Tankless natural gas water or electric heater replacement (Sky Box 1 & 2)	15	11	4	2	EA	\$750.00	\$1,500	100%				\$1,500		\$1,500
Electric water heater replacement, up to 40 gallons (Public Restroom-Building 1 & Public Restroom/ Vendor Staging Building)	15	11	4	2	EA	\$800.00	\$1,600	100%				\$1,600		\$1,600
3.6.1 HVAC Equipment														
Mini-split system replacement (Sky Box 1 & 2)	15	11	4	2	EA	\$2,000.00	\$4,000	100%				\$4,000		\$4,000
Split system fan coil unit and condensing unit replacement (Public Restroom/Vendor Staging Building)	15	11	4	1	EA	\$6,000.00	\$6,000	100%				\$6,000		\$6,000
Split system fan coil unit and condensing unit replacement (Amphitheater Building)	15	12	3	2	EA	\$6,000.00	\$12,000	100%			\$12,000			\$12,000

RENOVATIONS AND REPAIRS TIMELINE CONT'D

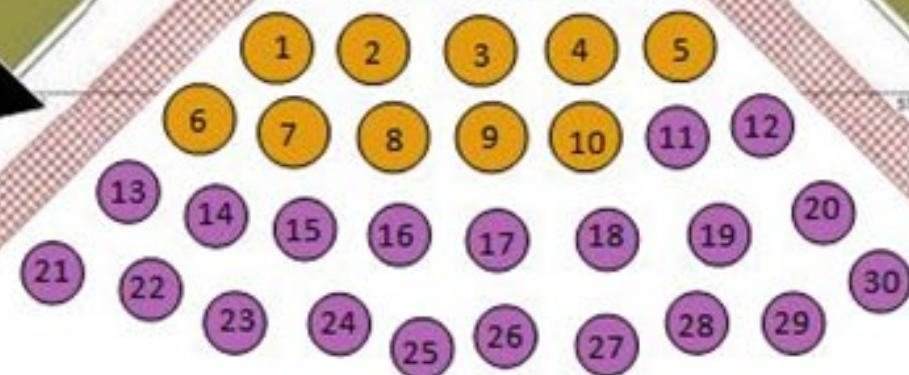
Year 1 – 5 projects cont'd

Item	EUL	EFF AGE	RUL	Quantity	Unit	Unit Cost	Cycle Replac e	Replac e Percent	Year 1	Year 2	Year 3	Year 4	Year 5	Total Cost
Mini-split system replacement (Stage Building)	15	12	3	1	EA	\$2,000.00	\$2,000	100%			\$2,000			\$2,000
Thru-wall/window air conditioning unit replacement (production office and management office, Amphitheater Building)	10	8	2	2	EA	\$1,200.00	\$2,400	100%		\$2,400				\$2,400
3.9.2 Fire Alarm Systems														
Replace fire alarm control panel -low rise	15	11	4	3	LS	\$10,000.00	\$30,000	100%			\$30,000			\$30,000
3.10.2 Tenant Areas														
Allowance for carpet replacement (throughout)	7	6	1	1	Allow	\$50,000.00	\$50,000	100%	\$50,000					\$50,000
4.5 Furniture, Fixtures and Equipment														
Tiered seating unit replacement or refurbishment				1,077	EA	\$50.00	\$53,850	100%		\$53,850				\$53,850
Total (Uninflated)									\$114,203.00	\$56,250.00	\$14,000.00	\$93,100.00	\$448,419.00	\$725,972.00
Inflation Factor (2.5%)									1.0	1.025	1.051	1.077	1.104	
Total (inflated)									\$114,203.00	\$57,656.25	\$14,708.75	\$100,258.52	\$494,970.67	\$781,797.19
Evaluation Period									5					
# of SF									24,350					
Reserve per SF per year (Uninflated)									\$5.96					
Reserve per SF per year (Inflated)									\$6.42					



RESERVED SEATING

VIP TABLE SEATING



PLEASE NOTE:
 VIP TABLES NUMBERED 1-10
 WILL ACCOMMODATE **10**
GUESTS. TABLES NUMBERED 11-
 30 WILL ACCOMMODATE **8**
GUESTS.
Tickets for VIP table seats
*are priced **PER PERSON***





MANAGEMENT APPROACH

- City of South Fulton staff should manage the daily facility operations of the Wolf Creek Amphitheater. Staff will create a high-level venue experience by managing the facility with full-time, part-time, seasonal staff, and strategic partnerships. By creating a hybrid venue management model, the City should be able to maximize the patron experience while providing mandatory financial oversight and capitalizing on revenue opportunities.
- The City of South Fulton Amphitheater Director will be the primary contact for facility operations and event-related logistics. Public Safety plans will be developed per event thru collaboration with Fire and Police. The goal is to build a successful and thriving partnership through clear and consistent communication with all City of South Fulton Departments as well as selected service providers. The Amphitheater Director will report to the Director of Cultural Affairs.



PROPOSED PERSONNEL NEEDED

Wolf Creek Amphitheater is an established Enterprise Funded facility per City Council approval. To that end, City of South Fulton Staff will provide facility, production, box office, and house management. These services include the overall management of the facility, maintaining out of season facility reservations, technical support, customer service, box office and event management. This model will ensure efficient management and fiscal oversight to prioritize the City's best interests in all operational decisions.

Facility Director

Production Manager

Marketing Manager

Financial Administrator

Box Office Manager

(3) Box Office Staff

Seasonal Park Staff – (House Manager & Ushers)

PERSONNEL COSTS

Proposed Wolf Creek Official Season

May (Mother's Day Weekend) to September (Labor day Weekend)

- *Events booked outside of these dates considered Private and/or Off-Season events*

Proposed costs are for full time, part time and seasonal positions.

4 Full time staff (costs include benefit projections)

- \$449,063.59 annually

19 Part time/Seasonal staff (does not include projected hours for Private/Off-Season events)

- \$171,071.00 annually

CURRENT RFPs

RFP# 23-12

Concert Promotion Services Annual Contract for the City of South Fulton - for 2023 Summer Concert Series only) - closes 2/21/2023

ADMINISTRATION

City of South Fulton Wolf Creek staff will provide a master calendar to selected vendors and service providers. It shall identify events consisting of concerts, festivals, community events and theatrical productions consistent with the City's overall objectives.

The Wolf Creek Marketing Manager will be responsible for the development and implementation of all marketing and promotion for each event in coordination with Promoter. All materials including, but not limited to, press releases, websites, flyers, commercials, and media press packages must be approved by the City's Public Affairs Department prior to use. Marketing material will be consistent with the City's overall branding.

The Promoter will work with the Facility Director and Production Manager to coordinate all bookings and venue operations for identified event dates included on the master calendar. The Promoter will be required to submit to staff for final approval an event plan in compliance with pre-established parameters and contractual obligations. Any subsequent changes to the final calendar must be submitted in writing to the Wolf Creek Facility Director no less than 60 days prior to the event date. The venue will enter into a 70/30 partnership with the Promoter, with the City taking in 70% of total profit of ticket sales, food, beverage and merchandising.



Deliverables:

- Master calendar of events
- Event Emergency Plan/Public Safety Plan (per event)
- Master Plan (per event)
- Detailed Marketing Plan for the Season
- Marketing Plan (per event)
- List of Media Partners
- Media package

FOOD, BEVERAGE, MERCHANDISING

- The City of South Fulton will provide a high-level vending experience that is clean and professional. The Facility Director will seek licensed food, beverage and merchandising contractors to manage vending. Vendors will comply with all applicable city, state, and federal laws as well as all public health guidelines. It is the goal of the City to offer diverse vending and food truck options throughout the course of each season and to create revenue for the City of South Fulton.
- The Promoter will be responsible for managing talent merchandise, sales and coordination.
- Premier food service vendors will offer prix fixe menu options to Skybox patrons and Table seating. Food service will be in addition to the rental fee for Skyboxes and table seats and may be pre-purchased with tickets/rental packages.
- Vendors will be charged a set amount for vending spaces. RFPs will be issued per season for vendors. Vendors will be responsible for their own permitting and alcohol licenses.



FINANCIAL MANAGEMENT

- Established with Enterprise Fund
- The Wolfcreek Financial Administrator will present a fiscal year budget for the management of the facility including projected personnel, operations, and maintenance costs that will responsibly manage the city's financial interests. Financial projections can be made after year one operations. Until that time, financial management will be the responsibility of the City of South Fulton Finance Department.
- The Wolfcreek Financial Administrator will implement a cashless system for revenue management. The facility will only accept payments for ticketing, merchandise, food & beverage and parking through mobile payment apps or credit/debit cards.



SERVICE PROVIDERS

THE CITY SHALL ENTER INTO AGREEMENTS WITH SELECTED VENDORS AND SERVICE PROVIDERS ON A SEASONAL BASIS AS OPERATIONAL NEEDS REQUIRE. RENEWAL OPTIONS SHALL BE AT THE DISCRETION OF THE CITY AND SPECIFIC TO EACH AGREEMENT.

THE CITY WILL SEEK QUALIFIED VENDORS TO PROVIDE THE FOLLOWING SERVICES:

Concert/Event Promoter

Deliverables:

- Propose productions for master calendar of events
- Talent Acquisition for each event
- Event strategies to maximize ticket sales and revenue
- Include variety of entertainment and genres

Parking Management Services

Deliverables:

- Parking plan including paid parking with ADA spaces
- Cashless parking software

Janitorial Services

Deliverables:

- Create master plan to include pre and post event maintenance and restores facility to acceptable conditions within 24 hours
- Establishes green practices and recycling programs to meet industry standards
- Daily, monthly and yearly janitorial plan

Technical Services

Deliverables:

- Sound and lighting equipment for each event
- Necessary staff and labor
- Set-up and breakdown for each event (Load-in and Strike)

EVENTS PLANNED FOR 2023 SEASON

- June -Divine 9 Race
- June – Juneteenth Celebration
- July – September - Summer Concert Series

PROPOSED JUNETEENTH 2023

- Date: Sunday, June 18
- Time: 2 pm – 10 pm
- Location: Wolfcreek Amphitheater
- Project Team: Salondia **Aveni**, Jacqueline **Howell**, Karin **Smoot**
- Proposed Activities:
 - Kidz Zone
 - Arts & Craft Vendors
 - Local Entertainment
 - DJ
 - Fireworks
 - Proposed Musical Acts: Higher Calling (formerly Kevin Lemons and Higher Calling), Algebra, We Got the Jazz, Young Bloodz, Kilo, Goodie Mob
 - Comedic Host