



City of Cartersville

P.O Box 1390 – 10 Public Square – Cartersville, Georgia 30120
Telephone: 770-387-5616 – Fax 770-386-5841 – www.cityofcartersville.org

COUNCILPERSONS:

Matt Santini – Mayor
Dianne Tate – Mayor Pro Tem
Kari Hodge
Lindsey McDaniel, Jr.
Lori Pruitt
Jayce Stepp
Louis Tonsmeire, Sr.

AGENDA

Council Chamber, Third Floor of City Hall– 7:00
PM – 4/7/2011
Work Session – 6:00 PM

CITY MANAGER:

Sam Grove

CITY ATTORNEY:

David Archer

CITY CLERK:

Connie Keeling

I. Opening of Meeting

- Invocation
- Pledge of Allegiance
- Roll Call

II. Regular Agenda

A. Council Meeting Minutes

1. March 17, 2011 (Pg. 1-9)

[Attachments](#)

B. First Reading of Ordinances

1. Amendment to Motor Vehicle and Traffic Ordinance: No Parking on Postelle St (Pg 10 - 11)

[Attachments](#)

C. Certification

1. Good Neighbor Homeless Shelter (Pg. 12-16)

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D. Appointments

1. Etowah Area Consolidated Housing Authority (Pg. 17-18)

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2. Convention and Visitors Bureau (Pg. 19-21)

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3. Development Authority of Cartersville (Pg. 22)

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4. Cartersville-Bartow Library Board (Pg. 23-24)

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5. Downtown Development Authority (Pg. 25-26)

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E. Resolutions

1. Partnership with Georgia Department of Revenue on Sales Tax Collections (Pg. 27-29)

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F. Bid Award/Purchases

1. Vehicle Diagnostic Equipment (Pg. 30-31)

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2. Security System at Water Distribution & Collections (Pg. 32)

[Attachments](#)



City of Cartersville

City Council Meeting
4/7/2011 7:00:00 PM
March 17, 2011

SubCategory:	Council Meeting Minutes
Department Name:	Clerk
Department Summary Recommendation:	Attached are the minutes for your review and approval.
City Manager's Remarks:	The minutes of the March 17 City Council Meeting have been generated and reviewed by staff. Your approval is recommended.
Financial/Budget Certification:	
Legal:	
Associated Information:	

City Council Meeting
10 N. Public Square
March 17, 2011
6:00 P.M. – Work Session 7:00 P.M.

I. Opening Meeting

Invocation by Council Member McDaniel

Pledge of Allegiance led by Council Member Hodge

The City Council met in Regular Session with Matt Santini, Mayor presiding and the following present: Kari Hodge, Council Member Ward One; Jayce Stepp, Council Member Ward Two; Lindsey McDaniel Council Member Ward Four; Lori Pruitt, Council Member Ward Six; Sam Grove, City Manager; Renee Faunce, Deputy City Clerk and David Archer, City Attorney. Louis Tonsmeire, Sr., Council Member Ward Three; Dianne Tate, Council Member Ward Five; and Connie Keeling, City Clerk were absent.

II. Regular Agenda

A. Council Meeting Minutes

1. March 3, 2011

A motion to approve the March 3, 2011 City Council Meeting Minutes was made by Council Member Hodge and seconded by Council Member Pruitt. Motion carried unanimously. Vote 4-0

B. Second Reading of Ordinances

1. Amendment to Utilities Ordinance Relating to Refunds

City Manager Sam Grove explained this ordinance change is needed to formalize and approve the City's ability to work with customers in regards to overpayment of services and there have been no changes since the first reading.

Ordinance

of the

City of Cartersville, Georgia

Ordinance No. 10-11

Now be it and it is hereby ORDAINED by the Mayor and City Council of the City of Cartersville, that the CITY OF CARTERSVILLE CODE OF ORDINANCES CHAPTER

24. UTILITIES. ARTICLE II. RATES, CHARGES, BILLING AND COLLECTION PROCEDURES. Sections 22-26-24-40. Reserved is hereby amended by deleting said sections in its entirety and replacing it as follows:

1.

Section 24-26 Overpayment, refund or credit.

In all cases of overpayment to the utilities department from whatever cause, the City Manager or designee is authorized to return the overpayment either by refund to the customer or credit to the customer's account.

Reasons for overpayment include but are not limited to meter malfunction, line breaks, meter tampering, lack of occupancy, clerical errors, and computer malfunctions.

Sections 24-27-24-40. Reserved.

2.

It is the intention of the City Council and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Ordinances, City of Cartersville, Georgia.

BE IT AND IT IS HEREBY ORDAINED.

First Reading this the 3rd day of March 2011.

Second Reading and Adoption this the 17th day of March 2011.

**/s/ Matthew J. Santini
Matthew J. Santini
Mayor**

ATTEST:

**/s/ Renee Faunce
Renee Faunce
Deputy City Clerk**

A motion to approve Ordinance No. 10-11 on second reading was made by Council Member Pruitt and seconded by Council Member McDaniel. Motion carried unanimously. Vote 4-0

C. Presentations

1. Georgia Department of Transportation Leake Mounds Interpretive Signage

Pamela Baughman, with the Georgia Department of Transportation, presented the Mayor

and Council with the plan and designs of the signage that will be placed on the proposed trail/site of the Leake Mounds and Bartow County Green space. The plans and designs were created by the GA DOT and the interpretive signage design team from West Georgia College.

D. Engineering Service

1. Pettit Creek Trail Phase II

Parks and Recreation Director Greg Anderson requested approval of the engineering services of Geo-Hydro Engineering, Inc. The firm will perform pavement evaluation services for the Pettit Creek Trail Phase II.

A motion to approve the recommendation of Mr. Anderson for the above engineering services was made by Council Member Pruitt and seconded by Council Member Hodge. Motion carried unanimously. Vote 4-0

E. Resolutions

1. Affordable Housing Revolving Loan Fund Policy

Mr. Tom Quist, assistant to the City Manager, explained as part of the CDBG Supplemental Disaster Recovery Fund Grant, we are required to adopt a Revolving Loan Fund Policy to handle program income generated by our project. The Habitat for Humanity will be receiving 0% interest loans that will be repaid to the City as they receive mortgage payments from the sale of the homes. The revolving loan fund will hold these recaptured funds and be re-loaned in the future for similar affordable housing projects.

A motion to approve Resolution No. 04-11 adopting the above policy was made by Council Member Stepp and seconded by Council Member McDaniel. Motion carried unanimously. Vote 4-0

Resolution No. 04-11

WHEREAS, the Mayor and city Council of the City of Cartersville has determined that it is in the best interest and promotes the public's health, safety and general welfare to assist in providing affordable housing;

WHEREAS, to assist in this endeavor the City of Cartersville has applied and will apply for grants and other funding services;

WHEREAS to accomplish this goal it is necessary for the City of Cartersville to establish an Affordable Housing Revolving Loan Fund and adopt policies related thereto.

NOW THEREFORE BE IT RESOLVED by the Mayor and City Council that the City Manager is directed to establish an Affordable Housing Revolving Loan Fund and the

Underwriting Policy attached as Exhibit A and incorporated herein by reference is hereby adopted.

BE IT AND IT IS HEREBY RESOLVED this 17th day of March, 2011.

**/s/ Matthew J. Santini
Matthew J. Santini
Mayor**

ATTEST:

**/s/ Renee Faunce
Renee Faunce
Deputy City Clerk**

2. Application for 2011 CDBG Owner-Occupied Housing Rehabilitation

Mr. Tom Quist, assistant to the City Manager, explained the City staff has begun drafting an application for a Community Development Block Grant (CDBG) for Owner Occupied Housing Rehabilitation. The program is a residential rehabilitation program which provides deferred payment loans to single family, income qualified homeowners who are in need of home repairs involving health and safety issues. Applicants will be required to contribute a small amount to the project cost. Mr. Quist stated there is no match required for this grant and recommended approval of the resolution allowing the process of the application.

A motion to approve Resolution No 05-11 was made by Council Member Hodge and seconded by Council Member Pruitt. Motion carried unanimously. Vote 4-0

Resolution No. 05-11

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE GEORGIA DEPARTMENT OF COMMUNITY AFFAIRS REQUESTING COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING IN THE AMOUNT UP TO \$500,000.00 FOR REHABILITATION OF HOMES IN THE NORTH TOWN AREA, WHICH BENEFITS LOW AND MODERATE INCOME FAMILIES.

WHEREAS; The City of Cartersville, is seeking to obtain grant funds to rehabilitate homes in the North Town area; and

Now, Therefore Be It Resolved By the City Council of the City of Cartersville, Herein Referred To As “The Applicant”,

- 1. That Matthew J. Santini in his official capacity as Mayor is authorized to execute and file an application on behalf of the Applicant, a city government, with the Georgia Department of Community Affairs;**

2. That the Mayor is authorized to execute and file such applications and assurances or any other documents required by the Georgia Department of Community Affairs;
3. That the Mayor is authorized to execute a grant contract agreement on behalf of the Applicant with the Georgia Department of Community Affairs;
4. That the City of Cartersville while making application to or receiving grant funds from the Georgia Department of Community Affairs will comply with state and federal statutes, regulations, executive orders and administrative mandates as required by said agencies.

APPROVED and ADOPTED this 17th day of March, 2011.

/s/ Matthew J. Santini
Matthew J. Santini
Mayor of Cartersville

ATTEST:

/s/ Renee Faunce
Renee Faunce
Deputy City Clerk

F. Contracts/Agreements

1. Benefit Trust Company

Assistant City Manager Dan Porta stated this is a change in the pension plan trustee services. Mr. Porta recommended approval of the agreement with Benefit Trust Company.

A motion to approve the agreement with Benefit Trust Company as recommended by Mr. Porta was made by Council Member McDaniel and seconded by Council Member Hodge. Motion carried unanimously. Vote 4-0

2. Georgia Department of Corrections – Contract Revision

Public Works Director Bobby Elliott explained the contract with the Georgia Department of Corrections for a third work crew was written up for a 1 year term but should have been for a 6 month term. The contract has been amended as such. Mr. Elliott recommended approval of the amended contract.

A motion to approve the amended contract was made by Council Member Pruitt and seconded by Council Member McDaniel. Motion carried unanimously. Vote 4-0

3. Stormwater Channel Clearing – Bruce Street to North Erwin Street

Public Works Director Bobby Elliott stated that as part of the on-going efforts to ease flooding within the City, work is being done on the clean-up of a large drainage ditch system that extends from Pettit Creek as far as the Cherokee Place Shopping Center. A segment from Bruce Street to North Erwin Street is in dire need of attention. Mr. Elliott recommended approval of this clean-up in an amount not to exceed \$21,000 dollars. Funding will come from 2007 SPLOST funds.

A motion to approve the clean-up was made by Council Member Stepp and seconded by Council Member McDaniel. Motion carried unanimously. Vote 4-0

G. Bid Award/Purchases

1. Miscellaneous Stormwater Projects

Public Works Director Bobby Elliott reported there are three small stormwater projects that have been in the works for some time. Due to recent flooding conditions the workload has increased preventing the Public Works Department from getting these done. The projects are Woodview Drive curb replacement, Freeman Street storm drain re-location, and Etowah Drive curb installation. We have bid out the labor only on these projects with the City furnishing all materials. The materials will cost approximately \$9,500 dollars. Mr. Elliott recommended the low bid of \$22,974.75 from C.H. Kirkpatrick.

A motion to approve the bid award to C.H. Kirkpatrick was made by Council Member Hodge and seconded by Council Member McDaniel. Motion carried unanimously. Vote 4-0

2. Tennessee Street Water Main Modifications

Assistant Water and Sewer Superintendent Ed Mullinax reported construction modifications need to be made to the existing 6 inch water main along Tennessee Street in the area of the intersection with Highway 41. This work will involve installation of a new fire hydrant and termination of the section of line under Highway 41. Bids were received and Mr. Mullinax recommended the low bid of \$7,225.00 to T.J. Lyle & Co.

A motion to approve the bid award as recommended was made by Council Member Pruitt and seconded by Council Member Hodge. Motion carried unanimously. Vote 4-0

3. Electrical Work at Water Pollution Control Plant

Assistant Water and Sewer Superintendent Ed Mullinax explained in order to utilize the automated system in the Water Pollution Control Plant, we must upgrade some of the electrical wiring in the plant which also includes rewiring electrical service to a 120HP pump. Bids were received and Mr. Mullinax recommended the low bid to Southern Industrial Contracting Co. in the amount of \$37,945.03.

A motion to approve the bid award as recommended was made by Council Member Pruitt and seconded by Council Member Hodge. Motion carried unanimously. Vote 4-0

4. Cord for Pump Station

Assistant Water and Sewer Superintendent Ed Mullinax stated the electric cord on the Komatsu waste water pump station has to be replaced. This is a specialty item but we were able to get pricing from two vendors. Mr. Mullinax recommended the purchase from Rome Electric Motor Works, Inc in the amount of \$7,295.79.

A motion to approve the purchase as recommended was made by Council Member Pruitt and seconded by Council Member Hodge. Motion carried unanimously. Vote 4-0

5. Repair of Gate at Water Pollution Control Plant

Assistant Water and Sewer Superintendent Ed Mullinax reported bids were received for the repair of the front gate at the Wastewater Treatment Plant. Mr. Mullinax recommended approval of the low bid from Controlled Access, Inc in the amount of \$6,200.50. After some discussion among council members, Council decided to approve the second lowest bid from Telenet Systems & Alarm Systems in the amount of \$6,654.00 to support local business.

A motion to approve the bid award to Telenet Systems & Alarm Systems was made by Council Member Stepp and seconded by Council Member McDaniel. Motion carried unanimously. Vote 4-0

6. Repair Lift Pumps in Water Pollution Control Plant

Assistant Water and Sewer Superintendent Ed Mullinax explained there are two screw lift pumps in the wastewater plant that have lost their pumping capacity. These pumps have been in service since 1971. Bids were received and Mr. Mullinax recommended the low bid from Southern Machine and Fabrication Co. Inc. in the amount of \$29,960.00.

A motion to approve the bid award as recommended was made by Council Member Pruitt and seconded by Council Member Hodge. Motion carried unanimously. Vote 4-0

7. Variable Speed Drive at Water Pollution Control Plant

Assistant Water and Sewer Superintendent Ed Mullinax reported in order to vary the volume of water pumped through the sludge pump at the wastewater plant and the electrical consumption, we need to put in a variable speed drive. This will allow us to optimize its performance. Bids were received and Mr. Mullinax recommended the low bid from Rome Electric Motors in the amount of \$8,348.00.

A motion to approve the bid award as recommended was made by Council Member Pruitt and seconded by Council Member Hodge. Motion carried unanimously. Vote 4-0

H. Monthly Financial Statement

1. January 2011

Tom Rhinehart, Finance Director, presented the January 2011 monthly financial statement with comparisons from the previous year of January 2010, by fund, along with supplemental financial information comparing the year to date revenues and expenses for each fund and a report of cash position through January 2011.

After announcements, a motion to adjourn the meeting was made by Council Member Pruitt and needed no second. Motion carried unanimously. Vote 4-0

Meeting Adjourned

/s/ _____
Matthew J. Santini
Mayor

ATTEST:

/s/ _____
Renee Faunce
Deputy City Clerk



City of Cartersville

City Council Meeting
4/7/2011 7:00:00 PM

Amendment to Motor Vehicle and Traffic Ordinance: No Parking on Postelle Street

SubCategory:	First Reading of Ordinances
Department Name:	Public Works
Department Summary Recommendation:	<p>The Housing Authority has requested that we prohibit parking on Postelle Street. The Housing Authority has constructed new parking on the interior of the housing complex for residents to use in lieu of the existing on-street parking. They are in the process of updating housing units to have a townhouse facade and desire an unobstructed view of the new facades to improve the aesthetics of the area.</p> <p>Public Works recommends approval of ordinance revision.</p>
City Manager's Remarks:	Council approval of this ordinance is recommended.
Financial/Budget Certification:	N/A
Legal:	Reviewed by City Attorney
Associated Information:	N/A

Ordinance no. _____

Now be it and it is hereby ORDAINED by the Mayor and City Council of the City of Cartersville, that the CITY OF CARTERSVILLE CODE OF ORDINANCES, CHAPTER 12. MOTOR VEHICLES AND TRAFFIC ARTICLE IX. TRAFFIC SCHEDULES CODE SECTION 12-1005. PARKING PROHIBITED is hereby amended by inserting the following to Section 12-1005 under the subparagraph for *Parking is prohibited in the following locations*:

1.

“Postelle Street, both sides of street between Tennessee Street and Stonewall Street”

2.

It is the intention of the city council and it is hereby ordained that the provisions of this ordinance shall become and be made a part of the Code of Ordinances, City of Cartersville, Georgia, and that section 12-1005 is amended by adding the above provisions and that said section may be alphabetized as necessary to accomplish such intention. The remaining provisions of said section shall remain as is except for alphabetizing.

BE IT AND IT IS HEREBY ORDAINED

FIRST READING: _____
SECOND READING: _____

MATT SANTINI, MAYOR

ATTEST: _____
CONNIE KEELING, CITY CLERK



City of Cartersville

City Council Meeting
4/7/2011 7:00:00 PM
Good Neighbor Homeless Shelter

SubCategory:	Certification
Department Name:	Administration
Department Summary Recommendation:	<p>This is the annual approval/certification requested in order for the Good Neighbor Homeless Shelter to make application for grant funds from the Georgia Department of Community Affairs. By approving you are saying that based on a review of the application and/or supporting documents that:</p> <ol style="list-style-type: none">1. The Good Neighbor Homeless Shelter is within the jurisdiction of this local government, and2. They are approved for funding by DCA <p>You will be provided a copy of the grant application at work session. Ms. Jessica Mitcham, Director, will be at the meeting to answer questions.</p>
City Manager's Remarks:	This will assist the Good Neighbor Homeless Shelter with getting DCA funding. Your approval of this application is recommended.
Financial/Budget Certification:	N/A
Legal:	N/A
Associated Information:	N/A



Application Summary - Emergency Solutions Grants Program

Georgia Department of Community Affairs
Program Year 2011 (July 1, 2011 – June 30, 2012)
Application Due Date: April 18, 2010 - Submit One Original and Two Copies

Applicant Information

1. Legal Applicant:	Homeless Shelter Action Committee, Inc	
2. Also known as (if applicable):	Good Neighbor Homeless Shelter	
3. Applicant Fiscal Year Begin January, End December	4. EIN 58-2209705	

5. Address		
	Preferred	Street
Address	PO Box 664	110 Porter Street
Address Line 2		
City, State and Zip	Cartersville, GA 30120	Cartersville, GA 30120
(Suppress Street Address(es)? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No)		

6. Funds Requested -- Attach the appropriate supplement for each program for which funds are requested.

Program Name – Use HMIS Program Name consistent with attached supplement. New applicants and family violence agencies list program name.	Program Type – I Shelter, II Transitional, III Services Only, IV Homelessness Prevention, V Rapid Re-Housing, or VI Project Homeless Connect	Amount Requested
Good Neighbor Homeless Shelter	I Shelter	25,000.00
Total Number of Supplements Attached (must match above list): 1		Total DCA Funds Requested: \$25,000.00

Submission Authorization - I affirm that the information provided within this application, to the best of my knowledge, is true and accurate, and is complete and has been submitted according to the instructions and requirements. I affirm that I am duly authorized on behalf of the above organization to submit this application. I also understand that this application will be eliminated from the review process if any of the required information is omitted. I further certify that the funds requested herein will be utilized exclusively for “eligible beneficiaries” as described in the application guidelines.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL Jessica N Mitcham

Name Jessica Mitcham, Title Executive Director, Date 3/29/11

Application Contact:
Name Jessica Mitcham, Phone 770.607.0610, Email director@goodneighborshelter.org

ESG Application Checklist

Deadline 1 - March 24, 2011 – Notice of Intent		
Notice of Intent - Online only! See Application Guidelines. Failure to timely make this submission will result in rejection of application requests.		
Online Web Link : http://167.200.36.76/hf/HTFOnline.htm		
Complete? <input checked="" type="checkbox"/> Yes	Completion Date: 3/7/11	Email obtained from DCA containing Login and Password Information for Organizational Submissions (Deadline 2): Complete? <input checked="" type="checkbox"/> Yes

Deadline 2 - April 4, 2011 – Organizational Information		
Organizational Information - Online only (with exceptions)! See Application Guidelines. Failure to timely make this submission will result in rejection of application requests.		
Complete? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Completion Date: 3/28/11	
<i>*Or Exception 1 Applies*</i>		
Complete? <input type="checkbox"/> Yes <input type="checkbox"/> No	Completion Date:	Applicant is a victim service provider. Paper submission of site information only (original, plus two copies) required by DCA. All other organizational information submissions made online. Site information submission placed in transit or delivered by April 4, 2011. See Application Guidelines.
<i>*Or Exception 2 Applies*</i>		
Complete? <input type="checkbox"/> Yes <input type="checkbox"/> No	Completion Date:	Applicant requested and received DCA approval for paper submission only. This submission (original, plus two copies) placed in transit or delivered by April 4, 2011. See Application Guidelines.

Deadline 3 April 18, 2011 – Application Documents	
Application Documents, including program supplements, placed in transit or delivered to DCA by this date. See Application Guidelines. Failure to timely make this submission will result in rejection of application requests. Application Documents Included and Attached: One original and two copies, including:	
<input checked="" type="checkbox"/> Yes	Application Summary (previous page), authorized and executed by applicant, and
<input checked="" type="checkbox"/> Yes	Supplements I, II, III, IV, V, and/or VI – completed to match requests shown on Application Summary (previous page). Do not submit blank application summaries!
<input checked="" type="checkbox"/> Yes, or <input type="checkbox"/> N/A	For nonprofit organizations, submit local approval(s) executed by local government(s). Local approval is not required for boards, authorities or other entities of the state.
<input type="checkbox"/> Yes, or <input checked="" type="checkbox"/> N/A	<u>Consolidated Plan Certification(s) executed</u> , as applicable, by each of 22 local government(s) with HUD Consolidated Plan requirements, or <u>Not applicable</u> – all programs are outside of Georgia’s 22 local government consolidated plan area.

Certification of Consistency With the Consolidated Plan

Note -- Duplicate this form for multiple submissions if you are requesting ESG funds for programs within multiple Consolidated Planning Jurisdictions

HUD Local Consolidated Plan Jurisdictions

- | | | | |
|-------------------------------------------|---------------------------------------------------------------|------------------------------------------|-------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Albany | <input type="checkbox"/> Cobb County
(including Marietta) | <input type="checkbox"/> Gainesville | <input type="checkbox"/> Savannah |
| <input type="checkbox"/> Athens-Clarke | <input type="checkbox"/> Columbus-Muscogee | <input type="checkbox"/> Gwinnett County | <input type="checkbox"/> Valdosta |
| <input type="checkbox"/> Atlanta | <input type="checkbox"/> Dalton | <input type="checkbox"/> Hinesville | <input type="checkbox"/> Warner Robins |
| <input type="checkbox"/> Augusta-Richmond | <input type="checkbox"/> DeKalb County | <input type="checkbox"/> Johns Creek | <input checked="" type="checkbox"/> Not Applicable –
Balance of State – Form
not Required |
| <input type="checkbox"/> Brunswick | <input type="checkbox"/> Fulton County
(including Roswell) | <input type="checkbox"/> Macon | |
| <input type="checkbox"/> Cherokee County | | <input type="checkbox"/> Rome | |
| <input type="checkbox"/> Clayton County | | <input type="checkbox"/> Sandy Springs | |

Certification to the Georgia Department of Community Affairs:

I certify that the proposed program(s) in the 2011 Emergency Solutions Grants Application submitted to the Georgia Department of Community Affairs, as indicated below, are consistent with this jurisdiction's current, approved Consolidated Plan.

Applicant Legal Name:

Program Name(s):

Location(s) of the Program(s):

not applicable

In accordance with the HEARTH Act of 2009, Consolidated Plan jurisdictions must work to ensure the confidentiality of records pertaining to any individual served by a victim service provider who receives housing or services under any project assisted. The address or location of any family violence facility assisted under this program will, except with written authorization of the person or persons responsible for the operation of such facility and program, not be made public. The term 'victim service provider' means a community-based organization whose primary mission is to provide services to victims of domestic violence, dating violence, sexual assault, or stalking. Such term includes rape crisis centers, battered women's shelters, domestic violence transitional housing programs, and other programs.

Name of the Federal Program to which the applicant is applying: **Emergency Solutions Grants**

Name of Certifying Jurisdiction:

Certifying Official of the Jurisdiction Name and Title:

Signature: _____

Date: _____

Please return executed Certification to Applicant. This format designed and administered by the Office of Special Housing Initiatives, GA Department of Community Affairs (DCA), 60 Executive Park South, NE, Atlanta, GA 30329. DCA Contact: John Bassett, (404) 679-3170, email john.bassett@dca.ga.gov.

Local Government Approval

To: Georgia Department of Community Affairs
Subject: 2011 Application for Emergency Solutions Grants (ESG)
 Applicant: Good Neighbor Homeless Shelter

Based on a review of the application and/or supporting documents submitted by the above named applicant –

1. The programs named below are within the jurisdiction of the this local government; and
2. They are approved for funding by DCA.

Program Name	Program Type – I Shelter, II Transitional, III Services Only, IV Homelessness Prevention, V Rapid Re-Housing, or VI Project Homeless Connect	Amount Requested
Good Neighbor Homeless Shelter	I Shelter	25,000.00
Total DCA Funds Requested:		\$25,000.00

In making this approval, we reserve the right to withdraw it, in whole or in part, at any time.

Name of Approving Local Government

By: _____

_____ _____ _____
 Name of Authorized Official Signature of Authorized Official Date

Note that local government approval is required for nonprofit ESG applicants by law. Local boards and authorities are encouraged to collaborate and plan with local governments, continuums of care and other organizations that serve persons experiencing or at risk of homelessness but do not have to obtain official local approval. Please return executed approval to Applicant. This format designed and administered by the Office of Special Housing Initiatives, GA Department of Community Affairs (DCA), 60 Executive Park South, NE, Atlanta, GA 30329. DCA Contact: John Bassett, (404) 679-3170, email john.bassett@dca.ga.gov



City of Cartersville

**City Council Meeting
4/7/2011 7:00:00 PM
Etowah Area Consolidated Housing Authority**

SubCategory:	Appointments
Department Name:	Administration
Department Summary Recommendation:	Hazel Stephenson's term on the Etowah Area Consolidated Housing Authority expires as of 4/1/11. Ms. Stephenson has agreed to serve for another five year term ending on 4/01.16.
City Manager's Remarks:	Your approval of this reappointment is recommended.
Financial/Budget Certification:	N/A
Legal:	N/A
Associated Information:	N/A

Cartersville / Adairsville



Philya P. Gray
Executive Director

ETOWAH AREA CONSOLIDATED HOUSING AUTHORITY

P.O. Box 514 • 240 Stonewall Street • Cartersville, Georgia 30120 • (770) 382-1414 • TTY (770) 382-3684 • Fax (770) 382-3799

March 15, 2011

Matt Santini
Mayor of the City of Cartersville
1 North Erwin Street
Cartersville, GA 30120

Honorable Mayor Santini;

This year Hazel Stephenson comes up for re-appointment to the Board of Commissioners of the Etowah Area Consolidated Housing Authority. I have just spoken with her and it is her desire to remain on our Board. Hazel has served this Authority since 1990 and is well aware of what it takes to get things done.

Please put her request for re-appointment on the agenda of the Council as soon as possible.

If you have any questions, please do not hesitate to contact me at (770) 382-1414.

Sincerely,

Philya P. Gray
Executive Director





City of Cartersville

City Council Meeting
4/7/2011 7:00:00 PM
Convention and Visitors Bureau

SubCategory:	Appointments
Department Name:	Administration
Department Summary Recommendation:	Details regarding appointments to the Convention and Visitors Board are included in the attached letter from Ellen Archer. It is recommended that Scott Mahr and Jennifer Wiggins Mathews be re-appointed and that Jeff Watkins be appointed to complete the unexpired term of Dan Heilman who has resigned from the board.
City Manager's Remarks:	Your approval of the listed slate of appointments is recommended.
Financial/Budget Certification:	N/A
Legal:	N/A
Associated Information:	N/A



March 29, 2011

Mayor and Council
City of Cartersville
PO Box 1390
Cartersville, GA 30120

RE: Convention & Visitors Bureau Board of Director Appointments

Dear Mayor and Council:

I write to request the reappointment of two existing members of the Board of Directors of the Cartersville-Bartow County Convention & Visitors Bureau (CVB) and to request appointment of a member to fill a vacated seat.

I request that Scott Mahr and Jennifer (Wiggins) Mathews be reappointed to the CVB Board of Directors. Both Mr. Mahr's and Mrs. Mathews' seats are four-year terms. Both have expressed willingness to serve. Additionally, I request the appointment of Jeff Watkins to fill the vacated seat of City Appointee Dan Heilman, whose term was to expire December 31, 2012. Mr. Watkins has agreed to serve on the CVB Board of Directors as well. The seat I ask Mr. Watkins to fill is one of the two-year term seats.

Thank you for your consideration. Naturally, I welcome any questions or comments you may have.

Sincerely,

A handwritten signature in dark ink, appearing to read "Ellen Archer". The signature is fluid and cursive.

Ellen Archer
Executive Director

CITY OF CARTERSVILLE

City Board/Commission Application Form

Applicant Information

Name WATKINS JEFFREY A.
(last) (first) (middle initial)

Address 100 WEST CHEROKEE AVENUE, CARTERSVILLE, GA 30120
(street)

Email Address jwatkins@wcvattorneys.com

Home Phone 770-382-9591 Cell Phone 404-401-3537

City Resident Yes No Ward 1 2 3 4 5
(if applicable)

Related Experience: Civic/Business/Other

Bartow Rotary Club (Former Member, Board of Directors); Georgia Highlands College Foundation (Member, Board of Trustees; Chairman, Board Development Committee); Cartersville-Bartow County Chamber of Commerce (Former Member, Board of Directors; Chairman, Governmental Affairs Committee and Member, Transportation Committee); Bartow County Homebuilders Association (Member, Board of Directors); Bartow Area Board of Realtors; City of Cartersville Stakeholders Committee; Cartersville-Bartow County Bar Association; State Bar of Georgia; Rezoning Attorney - extensive practice before City Council, Planning Commission and County Commissioner(s)

Personal References (list at least 3)

TP Strickland
James R. Dellinger
Paul R. Battles

Mike G. Fields
David Caswell
Gene Tilley

Position Information

Board/Commission applying for: Convention and Visitors Bureau

Reason interested in position (please explain in space provided)
In my opinion, the Convention and Visitors Bureau is one of the most important boards on which to serve in Cartersville/Bartow County. I am excited about the potential opportunity to help this Board attract more visitors to our community, as well as, foster more economic development and expand our business community. I believe my civic and business experience will enable me to make a positive contribution to this Board. Thank you for the opportunity.


Applicant Signature

3-30-11
Date

Thank you for your interest in serving our community



City of Cartersville

City Council Meeting
4/7/2011 7:00:00 PM
Development Authority of Cartersville

SubCategory:	Appointments
Department Name:	Administration
Department Summary Recommendation:	The four year terms of three appointees on the Development Authority of Cartersville are expiring. Don Temples appointment expires on 5/1/11 and the terms of Brian Edwards and Charles Fluellen expire on 6/1/11. All three have expressed their desire to be reappointed. If reappointed their terms would be extended to 5/1/15 and 6/1/15 respectively.
City Manager's Remarks:	Your approval of the slate of reappointees is recommended.
Financial/Budget Certification:	N/A
Legal:	N/A
Associated Information:	N/A



City of Cartersville

City Council Meeting
4/7/2011 7:00:00 PM
Cartersville-Bartow Library Board

SubCategory:	Appointments
Department Name:	Administration
Department Summary Recommendation:	Amanda Moore resigned from the Cartersville-Bartow Library Board. Her term was due to expire on June 30th of this year. It is recommended that Bill Eager be appointed to complete her unexpired term as well as for the new term expiring June 30, 2014. His application is attached.
City Manager's Remarks:	Your approval of this appointment is recommended.
Financial/Budget Certification:	N/A
Legal:	N/A
Associated Information:	N/A

CITY OF CARTERSVILLE

City Board/Commission Application Form

Applicant Information

Name Eagar William (Bill) D.
(last) (first) (middle initial)

Address 41 Wellington Dr.
(street)

Email Address wdeagar@comcast.net

Home Phone 770-387-2322 Cell Phone 678-778-6292

City Resident Yes No Ward 3
(if applicable)

Related Experience: Civic/Business/Other

Board member of the Friends of the Library 2009 - 2011
MBA Finance, GSU, 1983

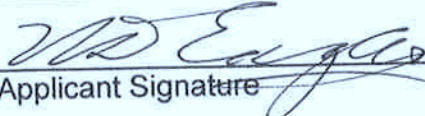
Personal References (list at least 3)

<u>Karen White</u>	<u>404-558-1846</u>
<u>Karen Barnhart</u>	<u>770-382-4779</u>
<u>Bryan Canty</u>	<u>770-655-0927</u>

Position Information

Board/Commission applying for: Bartow County Library System

Reason interested in position (please explain in space provided)
I think all libraries are facing tremendous challenges due to technological changes occurring
in our society. And I think libraries are as important to our civilization as they have ever been.
However, the products delivered by the libraries and the method of delivery must evolve to
meet the needs of our changing population. I want to be one of the interested citizens involved
in this evolution working to ensure the continued health and success of our libraries.


Applicant Signature

3/28/2011
Date

Thank you for your interest in serving our community



City of Cartersville

**City Council Meeting
4/7/2011 7:00:00 PM
Downtown Development Authority**

SubCategory:	Appointments
Department Name:	Cartersville DDA
Department Summary Recommendation:	The Cartersville DDA respectfully requests the appointment of Saunders Jones, Jr. to the DDA board, term ending 2/18/2012, to complete the unexpired term of Christina Jenkins, who has resigned due to work responsibilities. Saunders has served on the Economic Development and Outreach committees of the DDA and would fill the position of Economic Development Chair on the DDA board. He is enthusiastic about working with the downtown district.
City Manager's Remarks:	Your approval of this appointee is recommended.
Financial/Budget Certification:	N/A
Legal:	N/A
Associated Information:	N/A

CITY OF CARTERSVILLE
City Board/Commission Application Form

Applicant Information

Name Jones, III Saunders
(last) (first) (middle initial)

Address 14 Forest Hill Dr. Cartersville, GA 30120

E-mail Address saunders53@yahoo.com / sjones@centurybanknet.com

Home Phone 770-606-8049 Work Phone 678-721-2036

City Resident yes no

Related Experience - Civic - Business - Other
Chairman, Small Business Council (with Chamber)
Member, Leadership Bartow (Chamber program)
Member, Advocates Young Professionals, which is
affiliated with Advocates For Bartow's Children

Personal References (list at least 3)

<u>Kari Hodge</u>	<u>Karen White</u>
<u>David Caswell</u>	<u>Randy Shaw</u>
<u>Rick Drews</u>	<u>James Jarrett</u>

Position Information

Board/Commission Applied for: Downtown Development Authority

Reason Interested in Position (please explain in space provided)
I have a passion for small businesses and
the historic business district of our community.

[Signature] 4/1/10
Applicant Signature Date

Thanks for your interest in serving your community.



City of Cartersville

City Council Meeting
4/7/2011 7:00:00 PM

Partnership with Georgia Department of Revenue on Sales Tax Collection

SubCategory:	Resolutions
Department Name:	Administration
Department Summary Recommendation:	The city has been selected to work with the Georgia Department of Revenue in an effort to ensure proper payment of state sales tax. City staff will provide the Department of Revenue with data from city occupation license applications. The city's occupation license application data will be cross-matched with Department of Revenue data to determine if local businesses are paying state sales taxes. I recommend approval of this resolution.
City Manager's Remarks:	This item will allow the City to share occupation license information with the Department of Revenue. This will hopefully allow the related local entities and the State to compare information and collect more sales tax for all entities involved. Your approval of this resolution is recommended.
Financial/Budget Certification:	N/A
Legal:	
Associated Information:	N/A

RESOLUTION TO PARTNER WITH THE GEORGIA DEPARTMENT OF REVENUE IN AN EFFORT TO ENSURE
PROPER PAYMENT OF SALES TAX

WHEREAS, pursuant to O.C.G.A. § 48-13-20.1, cities and counties may collect and submit certain information to enable the Georgia Department of Revenue to ensure that businesses are properly compliant with state and local sales tax laws;

WHEREAS, cities and counties that levy an occupation tax or regulatory fee under to O.C.G.A. § 48-13-1 *et seq.*, may pass a resolution to participate in this voluntary program;

WHEREAS, the City of Cartersville levies an occupation tax and/or regulatory fee under to O.C.G.A. § 48-13-1 *et seq.*; and

WHEREAS, the Mayor and the Council of the City of Cartersville desires to have the City of Cartersville participate in this voluntary program.

NOW, THEREFORE BE IT RESOLVED by the Mayor and the Council that the City of Cartersville may participate in the Georgia Department of Revenue's program to verify that businesses paying occupation taxes and regulatory fees are also paying their state and local sales tax.

BE IT FURTHER RESOLVED that, upon adoption of this Resolution, any person who performs any business, occupation or profession subject to an occupation tax or regulatory fee under O.C.G.A. § 48-13-1 *et seq.* is required to provide the City the following information when paying such occupation tax or regulatory fee:

- (a) The legal name of the business;
- (b) Any associated trade names for the business;
- (c) The mailing address for the business;
- (d) The actual physical address of each location of the business, if it is different than the mailing address;
- (e) The North American Industry Classification System Code (NAICS) applicable to such business;
and
- (f) The sales and use tax identification number assigned to the business by the Georgia Department of Revenue, if the business is required by law to have such a number.

BE IT FURTHER RESOLVED that the City will provide written notice to all persons subject to the City's occupation taxes or regulatory fees and that:

- (a) This information will be provided to the Georgia Department of Revenue; and
- (b) If the person refuses or fails to provide the required information, the City will notify the Georgia Department of Revenue of this fact.

BE IT FURTHER RESOLVED that, within thirty (30) days after receiving the payment of occupation taxes or regulatory fees under O.C.G.A. § 48-13-20, the City will electronically submit the information received from each business to the Georgia Department of Revenue.

BE IT FURTHER RESOLVED that a copy of this executed Resolution will be immediately transmitted to the Commissioner of the Georgia Department of Revenue.

This 7th day of April, 2011.

/s/ _____
Matthew J. Santini
Mayor

ATTEST:

/s/ _____
Connie Keeling
City Clerk



City of Cartersville

**City Council Meeting
4/7/2011 7:00:00 PM
Vehicle Diagnostic Equipment**

SubCategory:	Bid Award/Purchases
Department Name:	Garage
Department Summary Recommendation:	The Vehicle Maintenance Department needs to purchase some diagnostic equipment that will assist the city's mechanics to troubleshoot problems with the city's ever growing fleet of electronically controlled vehicles and equipment. The city currently has 300 plus vehicles, including passenger cars, light, medium and heavy duty trucks and equipment and this diagnostic equipment will help in finding problems with these items. I recommend approval of this purchase of the Dell computer from Unique Truck Equipment in the amount of \$9,738.00.
City Manager's Remarks:	Your approval of this equipment is recommended.
Financial/Budget Certification:	Item was not budgeted, however, funds are available due to the sale of the city wrecker.
Legal:	N/A
Associated Information:	E-verify and SAVE documents have been requested.



Po Box 8798 Grand Rapids MI 49518-8798

www.uniquetruck.com

Phone 1-800-777-4855
Fax 1-866-531-3163
Fed Id # 38-3101049

We are pleased to provide you with this
QUOTATION

Date: 3/29/2011

For: Dan Porta
City of Cartersville
500 S. Tennessee
Cartersville, GA 30120

Phone: 770-387-5672
Fax: 770-387-7409
email: dporta@cityofcartersville

TO ACCEPT THIS QUOTATION: PLEASE COMPLETE, SIGN, AND FAX TO 1-866-531-3163.

Ordered by:	Purchase order number:
Order date:	Special Instructions:
Required Date:	Signature:

IF ACCOUNT HAS NOT BEEN ESTABLISHED, ORDER MUST BE PRE-PAID.
Credit Card: (Circle One) VISA - MASTERCARD - AMERICAN EXPRESS - DISCOVER
Card Number: Exp. Date:

SHIP TO : (IF DIFFERENT THAN ABOVE)

Company:	City:
Attention:	State:
Address:	Zip Code:

Approx .
Software
Yearly
Renewal

Part No.	Qty.	Description	Dell	CF-52 Toughbook	Approx . Software Yearly Renewal
			Price	Price	
61025	1	*JPRO Dell Business Class Fleet Kit with DLA+	\$4,149.00		\$400.00
63025	1	*JPRO CF-52 Semi-Rugged Fleet Service Kit with DLA+		\$5,499.00	\$400.00
31109	1	Detroit DDL (OEM Software) Incl Mercedes	\$1,895.00	\$1,895.00	\$75 x 3
31125	1	**Cummins Insite Lite (OEM Software)	\$875.00	\$875.00	\$600.00
31116	1	International Service Maxx (OEM Software) (requires XP)	\$825.00	\$825.00	\$400.00
31114	1	Volvo VCADS (OEM Software) (requires XP)	\$825.00	\$825.00	\$400.00
33203	1	Auto Enginuity Domestic Bundle w/ adapters (Ford, GM, Chrysler)	\$799.00	\$799.00	
40101	1	Setup Installation & Testing of OEM Software	\$300.00	\$300.00	
40104	1	Extended Warranty for DLA+ Adapter (1 yr to 3 yr)	\$70.00	\$70.00	
Sub Total:			\$9,738.00	\$11,088.00	
Tax:			\$0.00	\$0.00	
Shipping & Handling:			Free	Free	
Grand Total:			\$9,738.00	\$11,088.00	

Notes:

- * Includes Meritor WABCO Toolbox & Bendix ACOM Software FREE!
- * Includes JPRO Fleet Service Suite Software & Data Link Adapter
- **Cummins only available if we perform installation for you.
- * 1 year free Annual Service Agreement updates for JPRO Software \$400/yr after.
- OEM Software - Updates available for a period of 1 yr from activation of software.
- OEM Software require yearly updates. See prices on right.
- Dell Laptop includes 1 yr warranty/CF-52 includes 3 yr warranty.
- Estimated Delivery: 14-21 Days from date of Order

Quoted By:

Polly A. Mix

Polly A. Mix

We look forward to your business!!

Quote good for 21 days

Updated quote from 01/24/2011



City of Cartersville

**City Council Meeting
4/7/2011 7:00:00 PM
Security System at Water Distribution & Collections**

SubCategory:	Bid Award/Purchases
Department Name:	Water Department
Department Summary Recommendation:	<p>Memo To: Sam Grove From: Jim Stafford Date: 3-22-11 Subject: Bid Award for Security System at D&C</p> <p>The security system at Distribution and Collections is not functional. This system has to be replaced so we are able to secure the building.</p> <p>Two prices were received as follows:</p> <ul style="list-style-type: none">• Fleetwood Security and Electronic Services, Inc.: \$8,549.00• CANA Communications: \$17,450.00 <p>I recommend that we award this project to the low bidder. E-verify and E-save are in hand and this is to be paid out of budget.</p>
City Manager's Remarks:	I recommend your approval of the low bid to Fleetwood Security for this project.
Financial/Budget Certification:	Paid for from the budget.
Legal:	N/A
Associated Information:	E-verify and SAVE are on file at Water Department