



**CITY OF JONESBORO**  
**Regular Meeting**  
**170 SOUTH MAIN STREET**  
**September 14, 2020 – 6:00 PM**

NOTE: As set forth in the Americans with Disabilities Act of 1990, the City of Jonesboro will assist citizens with special needs given proper notice to participate in any open meetings of the City of Jonesboro. Please contact the City Clerk's Office via telephone (770-478-3800) or email at [rclark@jonesboroqa.com](mailto:rclark@jonesboroqa.com) should you need assistance.

**Agenda**

- I. CALL TO ORDER - MAYOR JOY B. DAY**
- II. ROLL CALL - RICKY L. CLARK, JR., CITY MANAGER**
- III. INVOCATION**
- IV. PLEDGE OF ALLEGIANCE**
- V. ADOPTION OF AGENDA**
- VI. PRESENTATIONS**
  1. Clayton County School District Presentation - Dr. Morcease Beasley
  2. Presentation of 2019 Fiscal Year Audit - Fulton & Kozak
- VII. PUBLIC HEARING**
  1. Public Hearing regarding Conditional Use Permit Application 20-CU-010 for a wellness center offering massage, Reiki, and facials, by the Downtown Development Authority, property owner, and Regina Richardson, applicant, for property at 166 South Main Street (Parcel No. 05241B B010), Jonesboro, Georgia 30236.
  2. Public Hearing regarding Conditional Use Permit Application 20-CU-011 for a pet care, grooming, and pet sitting business, by Mike Lee, property owner, and Bobby Harmon, applicant, for property at 172 North Avenue (Parcel No. 13240A A002), Jonesboro, Georgia 30236.
  3. Public Hearing regarding Conditional Use Permit Application 20-CU-012 for an outdoor event center and outdoor storage yard for party inflatables, by Cyrel D. Foote, Jr. for property at 127 Jonesboro Road (Parcel No. 13240B E001), Jonesboro, Georgia 30236.

**VIII. PUBLIC COMMENT (PLEASE LIMIT COMMENTS TO THREE (3) MINUTES)**

**IX. MINUTES**

1. Consideration of the Minutes of the July 6, 2020 Work Session.
2. Consideration of the Minutes of the July 13, 2020 Regular Meeting.
3. Consideration of the Minutes of the August 3, 2020 Work Session.

**X. CONSENT AGENDA**

**XI. OLD BUSINESS**

**XII. NEW BUSINESS**

1. Council to consider Conditional Use Permit Application 20-CU-012 for an outdoor event center and outdoor storage yard for party inflatables, by Cyrel D. Foote, Jr. for property at 127 Jonesboro Road (Parcel No. 13240B E001), Jonesboro, Georgia 30236.
2. Council to consider Conditional Use Permit Application 20-CU-011 for a pet care, grooming, and pet sitting business, by Mike Lee, property owner, and Bobby Harmon, applicant, for property at 172 North Avenue (Parcel No. 13240A A002), Jonesboro, Georgia 30236.
3. Council to consider Conditional Use Permit Application 20-CU-010 for a wellness center offering massage, Reiki, and facials, by the Downtown Development Authority, property owner, and Regina Richardson, applicant, for property at 166 South Main Street (Parcel No. 05241B B010), Jonesboro, Georgia 30236.
4. Council to consider approval of the replacement of two 7 ½ ton Carrier RTU gas package air conditioner units for the Police Department.
5. Council to consider Fee Waiver and Partnership Request for a Unity Day event to be held at Lee Street Park on September 19, 2020 for the purpose of promoting the Census.
6. Council to consider approval of Special Events Permit as requested by Alfred Dixon for a March to the Polls event to be held on October 16, 2020.
7. Council to consider approval of mid-year Budget Amendments.

**XIII. REPORT OF MAYOR / CITY MANAGER**

**XIV. REPORT OF CITY COUNCILMEMBERS**

**XV. OTHER BUSINESS**

**XVI. ADJOURNMENT**

**CITY OF JONESBORO  
WORK SESSION  
170 SOUTH MAIN STREET  
July 6, 2020 – 6:00 PM**

**MINUTES**

The City of Jonesboro Mayor & Council held their Work Session on Monday, July 6, 2020. The meeting was held at 6:00 PM at the Jonesboro Police Station, 170 South Main Street, Jonesboro, Georgia.

**I. CALL TO ORDER - MAYOR JOY B. DAY**

Attendee Name	Title	Status	Arrived
Pat Sebo-Hand	Mayor Pro-Tem	Present	
Bobby Lester	Councilmember	Present	
Tracey Messick	Councilmember	Present	
Billy Powell	Councilmember	Present	
Donya Sartor	Councilmember	Present	
Ed Wise	Councilmember	Present	
Joy B. Day	Mayor	Present	
Ricky L. Clark	City Manager	Present	
Pat Daniel	Assistant City Clerk	Present	
David Allen	Community Development Director	Present	
Joe Nettleton	Public Works Director	Present	
Cable Glenn-Brooks	Executive Assistant	Present	
Derry Walker	Chief Code Officer	Present	
Kelli Duffy	Municipal Court Clerk	Present	
Wilfred Norwood	Interim Chief of Police	Present	
Sandra Meyers	Finance Officer	Present	
Maria Wetherington	Assistant	Present	

**II. ROLL CALL - RICKY L. CLARK, JR., CITY MANAGER**

**III. INVOCATION - LED BY MAYOR JOY B. DAY**

**IV. ADOPTION OF AGENDA**

1. Motion to adopt the agenda with the following amendments.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Pat Sebo-Hand, Mayor Pro-Tem
<b>SECONDER:</b>	Ed Wise, Councilmember
<b>AYES:</b>	Sebo-Hand, Lester, Messick, Powell, Sartor, Wise

***Under Work Session*** - City Manager Clark advised that as per the applicants request, item No. 1, Conditional Use Permit Application for "House of Praise / Casa De Alabanza" a church / place of religious assembly by House of Praise / Casa De Alabanza, for property located at 7827 Old Morrow Road (Parcel No. 12048B B002), Jonesboro, Georgia 30236 should be deferred and considered at a later time.

***Under Work Session*** - City Manager Clark requested a discussion relative to a COVID-19

Minutes Acceptance: Minutes of Jul 6, 2020 6:00 PM (MINUTES)

update.

## V. WORK SESSION

1. Discussion regarding a Conditional Use Permit Application for "House of Praise / Casa De Alabanza" a church / place of religious assembly by House of Praise / Casa De Alabanza, for property located at 7827 Old Morrow Road (Parcel No. 12048B B002), Jonesboro, Georgia 30236. Property is owned by Jonesboro Commercial Center, LLC.

**RESULT: WITHDRAWN**

As per the applicants request, this item was withdrawn from the agenda.

2. Council to consider 20-VAR-003, variances for having an electronic message sign in a residentially zoned district, exceeding maximum LED sign area, exceeding maximum sign height, and minimum distance from the right-of-way line, for an existing church by Shiloh Baptist Church for property located at 216 West Mill Street (Parcel No. 13241A B010), Jonesboro, Georgia 30236.

**RESULT: PUBLIC HEARING REQUIRED**

**Next: 7/13/2020 6:00 PM**

**Councilwoman Sebo-Hand** - What is the difference between the zoning for Jonesboro First Baptist Church and Shiloh Baptist Church?

*Mr. Allen replied that the properties across from Shiloh Baptist Church are residential and the impact of the changeable signs needs to be minimal.*

*Mr. Clark posed the question of changing the 10 second changeable message length time.*

**Councilwoman Sartor** - Is this a double-sided electronic sign? Where does the residential zoning stop and how close is it to a zoning that would allow the proposed signage?

*Mr. Allen replied yes, this is a double-sided sign. The majority of West Mill Street is residential and Fayetteville Road is a mixture of commercial and residential. Shiloh Baptist Church is on the edge of the line.*

**Councilwomen Messick** - What is the zoning for Jonesboro First Baptist Church?

*Mr. Allen informed that Jonesboro First Baptist is Office and Institutional (O&I) and Shiloh Baptist is Residential.*

**Councilman Wise** - What are you suggesting the changeable message length time be reduced to?

*Mr. Allen replied 3 to 5 seconds. Councilman Wise is in favor of reducing the length.*

3. Council to consider a Conditional Use Permit Application 20-CU-005 for loft apartments, by John Taylor, owner, and Washington Design Group, for property at 128 South Main Street (Parcel No. 13241D C012), Jonesboro, Georgia 30236.

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**RESULT: PUBLIC HEARING REQUIRED**

**Next: 7/13/2020 6:00 PM**

At this time, Mr. Andrew Washington of Washington Design was present to speak on the applicants behalf.

**Councilwoman Sartor** -Will parking be reserved for the tenants of the building?

*Mr. Clark responded that reserved parking will be identified.*

**Councilman Lester** - Has a feasibility study been conducted?

*Mr Clark responded that the applicant will conduct a feasibility study. Additionally Mr. Washington provided structural details regarding the proposed buildout.*

**Mayor Joy B. Day** - What type of wood will be used and will it be painted?

*Mr. Andrew Washington, Architect responded that a high-quality wood will be used, and the wood will be painted.*

4. Council to consider a variance 20-VAR-004 for maximum building height and use of predominantly wood as an exterior material in the Historic District for loft apartments, by John Taylor, owner, and Washington Design Group, for property at 128 South Main Street (Parcel No. 13241D C012), Jonesboro, Georgia 30236.

**RESULT: PUBLIC HEARING REQUIRED**

**Next: 7/13/2020 6:00 PM**

**Questions and Concerns:**

**Councilman Powell** - Is the elevation higher than the Historic Courthouse?

*Mr. Allen responded it will not be higher than the Historic Courthouse and based on the applicants request to have high ceilings, the additional height is necessary.*

**Councilman Wise** - What will the price range for rent be?

*Mr. Clark advised that this development will be the first of its kind in Clayton County. We will work to ensure that the rental rates are speak to the quality of the project.*

**Councilwoman Sartor** - Stated that the attraction of a loft apartment is high ceilings. Further, Councilwoman Sartor requested clarification on the balconies.

*Mr. Washington explained that the front balcony is a shared balcony and the back balconies are private access to each unit.*

**Noted Recommendations:** Consensus from Council to increase the ceiling heights to 10 feet and increase the building height to 44.5 feet. Mr. Washington will modify the plans to submit to

Mayor and Council for further review.

5. Council to consider a proposed curb cut onto Batiste Way for Reid's Auto Repair at 244 South Main Street.

<b>RESULT:</b>	<b>CONSENT AGENDA ITEM</b>	<b>Next: 7/13/2020 6:00 PM</b>
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6. Council to consider a map amendment to the Official Zoning Map for rezoning of 9.0 acres of property fronting Old Morrow Road, Parcel ID# 12-0049D-00A from Clayton County's "Heavy Industrial" to Jonesboro's "Light Industrial" and to annex 9.0 acres of property in the corporate city limits of the City of Jonesboro. (Applicant – Brennan Investment Group)

<b>RESULT:</b>	<b>CONSENT AGENDA ITEM</b>
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At this time, Mr. Clark provided the following details regarding the annexation/rezoning request. Nick Preacher and Mike Martin were also present and provided details on the proposed request.

**Conditions of approval:**

1. Final exterior design of building will be subject to design review.
2. Proposed 40-foot building height shall be subject to variance approval.
3. All lighting will be night sky friendly.
4. Landscape shall be subject to approval by Zoning Administrator. Two rows of staggered Leland Cypress trees, 6 feet in height, 10 feet apart.

Questions and Concerns from Council

**Councilwomen Sebo-Hand** - What are the hours of operation and how will the noise impact the residents in the area?

*Mr. Allen advised that the rows of tree buffer will offset the noise. Mr. Martin further explained that the tree buffer offers a distance of 75 feet and the closest portion of the building to the residents is 200 feet.*

**Councilman Powell** - Concerned with the noise of forklifts and backing horns from the trucks.

*Mr. Martin advised that all forklifts will be inside the building and there will not be noise from backing horns on the vehicles.*

**Councilman Lester** - What happens to the property value for the resident on Raymond Street?

*Mr. Clark replied that the land value will drastically improve.*

**Councilwoman Messick** - What is night friendly lighting? Was a noise study conducted?

*Mr. Allen advised that it shines down not out or up, it will not be seen from the resident's homes and cannot be seen much from the road. Brian Brumfield advised that the noise generated is minimal coming from the site.*

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7. Council to consider Conditional Use Permit Application 20-CU-005 for warehousing and storage, by Brennan Investment Group, for property fronting Jonesboro Road, Raymond Street, and Old Morrow Road (Parcel No. 12049C D002), Jonesboro, Georgia 30236.

**RESULT: PUBLIC HEARING REQUIRED Next: 7/13/2020 6:00 PM**

At this time, Nick Preacher and Mike Martin were present and provided details on the proposed request.

8. Council to consider Variance 20-VAR-005 for maximum building height for a warehouse building, by Brennan Investment Group, for property fronting Jonesboro Road, Raymond Street, and Old Morrow Road (Parcel No. 12049C D002), Jonesboro, Georgia 30236.

**RESULT: PUBLIC HEARING REQUIRED Next: 7/13/2020 6:00 PM**

At this time, Nick Preacher and Mike Martin were present and provided details on the proposed request.

### Questions and Concerns:

**Councilwomen Sebo-Hand** - Will the entire nine acres of land be built out or are you planning for additional expansion?

*Mr. Martin advised that the proposed Northern portion is the small portion and does not leave room for further expansion once the building is complete unless they acquire more property.*

**Councilman Powell** - What is the city benefit as it relates to the tax dollars.

*Mr. Clark advised that at current the property is underdeveloped and the benefit to the city tax base will be great. The return will be evaluated once the property is developed*

8. Council to consider Variance 20-VAR-006 for maximum building height for a warehouse building, by Brennan Investment Group, for property fronting Old Morrow Road (Parcel No. 12049D A006), Jonesboro, Georgia 30236.

**RESULT: PUBLIC HEARING REQUIRED Next: 7/13/2020 6:00 PM**

At this time, Nick Preacher and Mike Martin were present and provided details on the proposed request.

Questions and Concerns from Mayor and Council

9. Council to consider a Conditional Use Permit Application 20-CU-006 for warehousing and storage, by Brennan Investment Group, for an annexed property fronting Old Morrow Road (Parcel No. 12049D A006), Jonesboro, Georgia 30236.

**RESULT: PUBLIC HEARING REQUIRED Next: 7/13/2020 6:00 PM**

At this time, Nick Preacher and Mike Martin were present and provided details on the proposed

request.

10. Council to consider Application #20-ALC-002, a request for a Retail Package Dealer license to sell beer and wine beverages for Lidl US Operations dba "Lidl", located at 8155 Tara Boulevard by Boudewign Tiktak.

<b>RESULT:</b>	<b>CONSENT AGENDA ITEM</b>	<b>Next: 7/13/2020 6:00 PM</b>
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11. Discussion regarding the Georgia Initiative for Community Housing.

<b>RESULT:</b>	<b>CONSENT AGENDA ITEM</b>	<b>Next: 7/13/2020 6:00 PM</b>
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12. Discussion regarding the following appointments to the Jonesboro Housing Authority:

- |    |  |   |
|----|--|---|
| 1. |  | C |
|    | urtis Burrell – three (3) year term – to expire April 29, 2020                 |   |
| 2. |  | C |
|    | arol Cannon – three (3) year term – to expire June 9, 2018                     |   |
| 3. |  | A |
|    | llen Roark – three (3) year term – to expire September 20, 2019                |   |
| 4. |  | T |
|    | herese Guidry – [Housing Resident] one (1) year term – to expire June 13, 2018 |   |

<b>RESULT:</b>	<b>CONSENT AGENDA ITEM</b>	<b>Next: 7/13/2020 6:00 PM</b>
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**The appointments are as followed:**

Allen Roark - (City Resident) three (3) year term to expire September 20, 2023.

Roger Swint - (City Resident) three (3) year term to expire June 9, 2021.

Tammy Stanley - (Business Owner) three (3) year term to expire April 22, 2022.

Therese Guidry - (Housing Resident) one (1) year term to expire June 12, 2021.

Don A. Dixon (City Resident) three (3) year term to expire July 13, 2023.

13. Discussion regarding a City of Jonesboro Housing Study and Needs Assessment.

<b>RESULT:</b>	<b>NO ACTION TAKEN</b>	<b>Next: 7/13/2020 6:00 PM</b>
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We have been in talks with Clayton State University to assist in collecting the data for the

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Housing Study and Needs Assessment by providing Interns. We will seek three to four interns and the cost for each will be \$500.00 per week, no longer than five weeks.

14. Council to consider a minor subdivision plat application 20-SUB-001 for 8500 Tara Boulevard, parcels 05240B A004, 05239 241002, and 05240B A003.

<b>RESULT:</b>	<b>CONSENT AGENDA ITEM</b>	<b>Next: 7/13/2020 6:00 PM</b>
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15. Discussion regarding a subrecipient agreement for use of Community Development Block Grant ("CDBG") Funds between Clayton County and the City of Jonesboro for the Broad Street Plaza Project in the amount of \$200,000.00.

<b>RESULT:</b>	<b>DID NOT VOTE</b>
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We have been awarded a CDBG grant in the amount of \$200,00.00 for the Broad Street Plaza Project. An additionally grant for \$200,000.00 has been awarded -19 for COVID relief dollars.

**Appropriate as follows:**

- \$180,000.00 or \$185,000.00 or our business community for small business loans or grants in the amount of \$1500.00 until the money runs out.
- Funding to pay back general government for expenses relative to COVID-19.
- Establish a Food Bank scenario to meet the needs of our residents in our community as it relates to food.

As it relates to the Business Loans are Grants, you must adhere to the following

- Business must be in business for a period not less than two years.
- Must not have any outstanding taxes, due or fees owed to the local government.
- Narrative of how the money will be spent.

*Mr. Clark advised that a small review team will be formed to review applications and if the applicant has received money previously, that business will be excluded.*

16. Council to consider Ordinance 2020-013, a proposed text amendment to the City of Jonesboro Code of Ordinances, with the addition of Article III "Specimen Tree Protection" to Chapter 82 – Vegetation, of the City of Jonesboro Code of Ordinances.

<b>RESULT:</b>	<b>CONSENT AGENDA ITEM</b>	<b>Next: 7/13/2020 6:00 PM</b>
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Based on discussion from Mayor and Council the final revisions will include the following:

- Reduce the \$1000 fine to \$500 maximum.
- Delete Jail Time
- Removal of tree branches and tree trucks shall be removed from the property within four-

teen days unless more time is given by City Hall.

17. Motion to lift Tree Protection Ordinance for discussion.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Pat Sebo-Hand, Mayor Pro-Tem
<b>SECONDER:</b>	Tracey Messick, Councilmember
<b>AYES:</b>	Sebo-Hand, Lester, Messick, Powell, Sartor, Wise

18. COVID 19 Update

At this time Mr. Clark opened discussion concerning COVID-19: At current our Emergency Declaration ends July 12, 2020. Direction from Mayor and Council to extend or let it lapse is needed. Additionally, questioning if Mayor and Council would like to consider a Mandatory Mask ordinance for review on Monday July 13, 2020.

- At current all offices are still closed to the public: City Hall is operating on a staggered shift, communicating with customers outside of the building on a limited bases and still operating remotely.
- Police Department is still closed to the public in hopes of reopening soon under a controlled environment.
- Municipal Court has been operational with limited cases and thus far there have been no issues with the guidelines put in place.

**Councilwoman Messick** - concerned with the Governors Order.

*Mr. Clark advised that the Governor's order was concerning the violence in the city of Atlanta and Mayor Day advised the order also included an extension of the Medically Fragile to shelter in place until July 15, 2020.*

**Councilwoman Sartor** - Will City Hall remain closed to the public? Where are we in the process of cleaning the buildings to reopen to the public?

*Mr. Clark advised that the administrative staff in the front office is separated by a sneeze guard, at current City Hall will remain closed until a decision is made by Mayor and Council. As it relates to Probation, measures have been put in place to eliminate contact by way of a virtual workstation.*

*Mr. Clark advised that we are in communication with Clayton County Prison Detail to begin cleaning our buildings on a regular basis.*

**Councilman Powell** - Stated that he voted against the basketball court opening and is concerned about the health of citizens.

**Councilman Wise** - In favor of extending the Emergency Declaration and leave the decision up to Mr. Clark and Mayor Day as to how long it will be extended. In favor of keeping the courts opened, those that use it should follow the guidelines posted at their own risk. His

main concern is keeping our employees safe.

**Mayor Joy B. Day** -As far as the public is concerned, we must follow the guidelines of the Governor and keep our employees safe.

**Councilwomen Sebo-Hand** - As it relates to park operations, continue to follow the guidelines the Governor has put in place, because the state is not enforcing mandatory mask, not certain we can do that.

*The consensus of Mayor and Council is to keep the park, basketball and tennis courts opened until things get worse and leave the decision to reopen City Hall and the Police Department to Mr. Clark, City Manager and Joy B. Day, Mayor.*

## VI. OTHER BUSINESS

The Fig Tree Café will reopen on Wednesday July 8, 2020.

Slutty Vegan Restaurant Grand Opening on Saturday July 11, 2020 at 3:00 p.m.

## VII. ADJOURNMENT

1. Motion to adjourn at 9:04 p.m.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Ed Wise, Councilmember
<b>SECONDER:</b>	Bobby Lester, Councilmember
<b>AYES:</b>	Sebo-Hand, Lester, Messick, Powell, Sartor, Wise

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JOY B. DAY – MAYOR

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RICKY L. CLARK, JR. – CITY MANAGER

Minutes Acceptance: Minutes of Jul 6, 2020 6:00 PM (MINUTES)

**CITY OF JONESBORO  
REGULAR MEETING  
170 SOUTH MAIN STREET  
July 13, 2020 – 6:00 PM**

**MINUTES**

The City of Jonesboro Mayor & Council held their Regular Meeting on Monday, July 13, 2020. The meeting was held at 6:00 PM at the Jonesboro Police Station, 170 South Main Street, Jonesboro, Georgia.

**I. CALL TO ORDER - MAYOR JOY B. DAY**

**II. ROLL CALL - RICKY L. CLARK, JR., CITY MANAGER**

Attendee Name	Title	Status	Arrived
Pat Sebo-Hand	Mayor Pro-Tem	Present	
Bobby Lester	Councilmember	Present	
Tracey Messick	Councilmember	Present	
Billy Powell	Councilmember	Present	
Donya Sartor	Councilmember	Present	
Ed Wise	Councilmember	Present	
Joy B. Day	Mayor	Present	
Ricky L. Clark	City Manager	Present	
Pat Daniel	Assistant City Clerk	Present	
David Allen	Community Development Director	Present	
Joe Nettleton	Public Works Director	Present	
Cable Glenn-Brooks	Executive Assistant	Present	
Derry Walker	Chief Code Officer	Present	
Wilfred Norwood	Interim Chief of Police	Present	

**III. INVOCATION**

**IV. INVOCATION - MOMENT OF SILENCE**

**V. PLEDGE OF ALLEGIANCE**

**VI. ADOPTION OF AGENDA**

Minutes Acceptance: Minutes of Jul 13, 2020 6:00 PM (MINUTES)



1. Motion to adopt the agenda with the following amendments.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Pat Sebo-Hand, Mayor Pro-Tem
<b>SECONDER:</b>	Ed Wise, Councilmember
<b>AYES:</b>	Sebo-Hand, Lester, Messick, Powell, Sartor, Wise

**Under Public Hearings - Item No. 6**, Public Hearing regarding Conditional user Permit Application 20-cu-005 for warehousing and storage should be recorded as 20-CU-006.

**Under Public Hearings - Item No. 7**, Public Hearing regarding Conditional use Permit Application 20-CU-006 for warehousing and storage should be recorded as 20-CU-007.

**Under New Business - Add Item No. 1** Council to consider Mandatory Mask wearing.

**Under New Business - Add Item No. 2** - COVID-19 Declaration of Emergency Update

## VII. PRESENTATIONS

1. Presentation regarding an update to the Broad Street Plaza Project and the Jonesboro City Center.
2. Presentation regarding an update to the Broad Street Plaza Project and the Jonesboro City Center.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Pat Sebo-Hand, Mayor Pro-Tem
<b>SECONDER:</b>	Billy Powell, Councilmember
<b>AYES:</b>	Sebo-Hand, Lester, Messick, Powell, Sartor, Wise

At this time **Kirby Glaze President of 4PM Public-Private Partnership Project Management**, Inc. was present to report on Broad Street Plaza Project: The project is on time and under budget and fully expects to remain that way through the balance. We have dealt with all the unforeseen circumstances and do not expect any surprises through the duration of the project. Additionally, Mr. Glaze stated the project projected completion date is within the next sixty days.

Savings on the project are the results of Mr. Steve Watson monitoring cost savings from the contractor and architect, Mayor, Council and Staff managing cash flow and CDBG Fund accusation.

Within the next two months 4PM will provide a Close-Out Report and expect at

that time, to tell you the exact project budget and what the savings were.

At this time **Eric Peek Senior Project Manager of Nelson Worldwide** was present to report on the City Center: Nelson has completed the 50% design development drawings and anticipates working with 4PM to finish up the specifications in an effort to get them out to the contractors for pricing. Mr. Peek provided a visual presentation of the site plan outlining some of the super graphics of the design.

3. Motion to authorize 4PM Public-Private Partnership to proceed in finding qualified contractors and move into the pricing proposal stages.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Pat Sebo-Hand, Mayor Pro-Tem
<b>SECONDER:</b>	Billy Powell, Councilmember
<b>AYES:</b>	Sebo-Hand, Lester, Messick, Powell, Sartor, Wise

#### **Recommendations for the process**

- Identify a qualified contractor and provide them with the 50% design drawing. - Sufficient enough for the contractor to provide a cost of what they believe the cost of construction will be.
- The city would select the preferred contractor with the combination of qualifications and pricing.
- Move into the value engineering stage: contractor, city and architect will sit down to discuss any savings that the contractor can suggest, ways to change the construction methodology, change materials or do things that are not going to adversely effect the design or the profitability of the project.
- Architect and the contractor will work together to complete the 100% construction drawings based on the budget that has been established once the value engineering has been completed.
- Contractor will be expected to sign a guaranteed fixed price contract (if we do not change the design the price will not change)

Once a firm contract number is in place, we can bring back to council a financing proposal that shows a reasonable means of financing for the development of the project.

#### **VIII. PUBLIC COMMENT (PLEASE LIMIT COMMENTS TO THREE (3) MINUTES)**

#### **IX. MINUTES**

#### **X. PUBLIC HEARINGS**

1. Public Hearing regarding 20-VAR-003, variances for having an electronic message sign in a residentially zoned district, exceeding maximum LED sign area, exceeding maximum sign height, and minimum distance from the right-of-way line, for an existing church by Shiloh Baptist Church for property located at 216 West Mill Street (Parcel No. 13241A B010), Jonesboro, Georgia 30236.

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**RESULT:****CLOSED**

At this time Mayor Day opened the Public Hearing. Judith Cotton, Sectary for Shiloh Baptist Church was present to speak in favor of the proposed variance request. Upon the completion of her remarks, the Public Hearing was duly closed.

2. Public Hearing regarding Conditional Use Permit Application 20-CU-005 for loft apartments, by John Taylor, owner, and Washington Design Group, for property at 128 South Main Street (Parcel No. 13241D C012), Jonesboro, Georgia 30236.

**RESULT:****CLOSED**

At this time Mayor Day opened the Public Hearing. As none were present to speak, the Public Hearing was duly closed.

3. Public Hearing regarding a variance 20-VAR-004 for maximum building height and use of predominantly wood as an exterior material in the Historic District for loft apartments, by John Taylor, owner, and Washington Design Group, for property at 128 South Main Street (Parcel No. 13241D C012), Jonesboro, Georgia 30236.

**RESULT:****CLOSED**

At this time Mayor Day opened the Public Hearing. As none were present to speak, the Public Hearing was duly closed.

4. Public Hearing regarding Application #20-ALC-002, a request for a Retail Package Dealer license to sell beer and wine beverages for Lidl US Operations dba "Lidl", located at 8155 Tara Boulevard by Boudewign Tiktak.

**RESULT:****CLOSED**

At this time Mayor Day opened the Public Hearing. As none were present to speak, the Public Hearing was duly closed.

5. Public Hearing regarding a map amendment to the Official Zoning Map for rezoning of 9.0 acres of property fronting Old Morrow Road, Parcel ID# 12-0049D-00A from Clayton County's "Heavy Industrial" to Jonesboro's "Light Industrial" and to annex 9.0 acres of property in the corporate city limits of the City of Jonesboro. (Applicant – Brennan Investment Group)

**RESULT:****CLOSED**

At this time Mayor Day opened the Public Hearing. Dickie Duvall, resident of Raymond Street was present to speak in opposition of map amendment to rezone 9.0 acres with specific concerns relating to traffic on Raymond Street subdivision. Additionally, Ms. Duvall stated that there is one-way in and out of the subdivision, and she is concerned that the additional traffic cannot be handled well without something being done about the additional street traffic.

Minutes Acceptance: Minutes of Jul 13, 2020 6:00 PM (MINUTES)

Upon the completion of Ms. Duvall's, the Public Hearing was duly closed.

6. Public Hearing regarding Conditional Use Permit Application 20-CU-005 for warehousing and storage, by Brennan Investment Group, for property fronting Jonesboro Road, Raymond Street, and Old Morrow Road (Parcel No. 12049C D002), Jonesboro, Georgia 30236.

**RESULT:**

**CLOSED**

At this time Mayor Day opened the Public Hearing. Tim Howard, resident of Raymond Street was present to speak in opposition of the Conditional Use Permit for warehousing and storage with specific concerns relating to noise and the route tractor trailer will use to enter the warehouse. Additionally, Mr. Howard resident of Cecilia Circle, stated that there isn't a designated route to access Old Morrow Road and Battle Creek Road.

*In response, Mayor Day advised that there will be 75-foot buffer and then two rows of Leyland Cypress trees to help buffer the sound.*

Upon the completion of Mr. Howard's remarks, the Public Hearing was duly closed.

7. Public Hearing regarding Conditional Use Permit Application 20-CU-006 for warehousing and storage, by Brennan Investment Group, for an annexed property fronting Old Morrow Road (Parcel No. 12049D A006), Jonesboro, Georgia 30236.

**RESULT:**

**CLOSED**

At this time Mayor Day opened the Public Hearing. Dickie Duvall, resident of Raymond Street was present to speak in opposition of the Conditional Use Permit for warehousing and storage for the property fronting Jonesboro Road, Raymond Street and Old Morrow Road; with specific concerns relating to traffic plan and what will be done to prevent trucks from traveling on Raymond Street and Old Morrow Road.

*Brian Brumfield of the Brennan Investment Group responded pointing out that the property was already zone Heavy Industrial. Indicated that extensive curb cuts have been shown on Old Morrow Road and Jonesboro Road to keep the truck out the residential area.*

Ms. Duvall asked what will happen when the trucks come onto the residential streets?

*Mayor Day responded that tickets will be written to trucks traveling on residential streets Signs will be posted and it will be enforced.*

Mr. Howard stated that there are no signage indicating "No Trucks Through" signs posted on Raymond Street.

*Mr Joe Nettleton replied that there are "No Through Traffic signs posted on each end of Raymond Street.*

Minutes Acceptance: Minutes of Jul 13, 2020 6:00 PM (MINUTES)

Upon the completion of remarks, the Public Hearing was duly closed.

8. Public Hearing regarding Variance 20-VAR-005 for maximum building height for a warehouse building, by Brennan Investment Group, for property fronting Jonesboro Road, Raymond Street, and Old Morrow Road (Parcel No. 12049C D002), Jonesboro, Georgia 30236.

**RESULT:**

**CLOSED**

At this time Mayor Day opened the Public Hearing. As none were present to speak, the Public Hearing was duly closed.

9. Public Hearing regarding Variance 20-VAR-006 for maximum building height for a warehouse building, by Brennan Investment Group, for property fronting Old Morrow Road (Parcel No. 12049D A006), Jonesboro, Georgia 30236.

**RESULT:**

**CLOSED**

At this time Mayor Day opened the Public Hearing. As none were present to speak, the Public Hearing was duly closed.

- XI. PUBLIC COMMENT (PLEASE LIMIT COMMENTS TO THREE (3) MINUTES) - NONE**
- XII. MINUTES - NONE.**
- XIII. CONSENT AGENDA**

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Ed Wise, Councilmember
<b>SECONDER:</b>	Donya Sartor, Councilmember
<b>AYES:</b>	Sebo-Hand, Lester, Messick, Powell, Sartor, Wise

1. Council to consider approval of participating in the Georgia Initiative for Community Housing.
2. Council to consider approval of the following appointments to the Jonesboro Housing Authority:
  1. A  
Ilen Roark – three (3) year term – September 20, 2023
  2. R  
oger Swint – three (3) year term – June 9, 2021
  3. T  
ammy Stanley – three (3) year term – April 22, 2022

Minutes Acceptance: Minutes of Jul 13, 2020 6:00 PM (MINUTES)

4.

T

herese Guidry – [Housing Resident] one (1) year term – June 13, 2021

5.

D

on A. Dixon, Sr. – three (3) year term - July 13, 2023

Allen Roark - (City Resident) three (3) year term to expire September 20, 2023.

Roger Swint - (City Resident) three (3) year term to expire June 9, 2021.

Tammy Stanley - (Business Owner) three (3) year term to expire April 22, 2022.

Therese Guidry - (Housing Resident) one (1) year term to expire June 12, 2021.

Don A. Dixon (City Resident) three (3) year term to expire July 13, 2023. (New Member)

3. Council to consider approval of a City of Jonesboro Housing Study and Needs Assessment.

#### XIV.

#### OLD BUSINESS

1. Council to consider Application #20-ALC-002, a request for a Retail Package Dealer license to sell beer and wine beverages for Lidl US Operations dba "Lidl", located at 8155 Tara Boulevard by Boudewign Tiktak.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Ed Wise, Councilmember
<b>SECONDER:</b>	Bobby Lester, Councilmember
<b>AYES:</b>	Sebo-Hand, Lester, Messick, Powell, Sartor, Wise

2. Council to consider a map amendment to the Official Zoning Map for rezoning of 9.0 acres of property fronting Old Morrow Road, Parcel ID# 12-0049D-00A from Clayton County's "Heavy Industrial" to Jonesboro's "Light Industrial" and to annex 9.0 acres of property in the corporate city limits of the City of Jonesboro. (Applicant – Brennan Investment Group)

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Pat Sebo-Hand, Mayor Pro-Tem
<b>SECONDER:</b>	Donya Sartor, Councilmember
<b>AYES:</b>	Sebo-Hand, Lester, Messick, Powell, Sartor, Wise

#### Staff Approval Conditions:

- Portion of Old Morrow Road from northern City boundary to the intersection of Old Morrow Road and Raymond Street shall change classification from "local" road to "collector" road.
3. Council to consider a Conditional Use Permit Application 20-CU-006 for warehousing and storage, by Brennan Investment Group, for an annexed property fronting Old Morrow Road (Parcel No. 12049D A006), Jonesboro, Georgia 30236.

Minutes Acceptance: Minutes of Jul 13, 2020 6:00 PM (MINUTES)

**RESULT:** APPROVED [5 TO 1]  
**MOVER:** Pat Sebo-Hand, Mayor Pro-Tem  
**SECONDER:** Donya Sartor, Councilmember  
**AYES:** Sebo-Hand, Lester, Powell, Sartor, Wise  
**NAYS:** Messick

**Staff Approval Conditions:**

1. Final exterior design of buildings shall be subject to Design Review Commission review and approval, and any necessary design variances shall be subject to Mayor and Council approval.
  2. Proposed 45-foot building height shall be subject to variance approval by the Mayor and City Council.
  3. All lighting shall be night-sky friendly.
  4. Landscape plan shall be subject to approval by the Zoning Administrator, including necessary detention pond landscaping and fencing.
  5. In addition to the landscape plan, two rows of staggered Leyland Cypress trees, 6 feet high at time of planting and spaced 10 feet apart, shall be planted along the entire southern edge of the truck driveway that extends from Jonesboro Road to Old Morrow Road.
  6. Required 75-foot buffer along the southern property line shall remain undisturbed.
  7. Trucks and employees affiliated with the proposed facility shall not use Raymond Street as a means of access to the subject property.
  8. Approved driveway layout along Old Morrow Road shall adhere to the "Driveway Shifted" drawing provided by Eberly and Associates on July 8, 2020.
  9. Proposed driveways along Old Morrow Road shall be "left exit only", in order to direct business traffic to Battle Creek Road to the north.
  10. All driveway layouts shall be subject to GDOT approval where applicable.
  11. Entire development shall conform to the requirements and restrictions of Chapter 82, Article III, Specimen Tree Protection Ordinance.
  12. Through-Truck traffic shall be prohibited on Raymond Street, and "No-Thru Trucks" signs shall be posted at regular intervals along Raymond Street.
4. Council to consider Conditional Use Permit Application 20-CU-005 for warehousing and storage, by Brennan Investment Group, for property fronting Jonesboro Road, Raymond Street, and Old Morrow Road (Parcel No. 12049C D002), Jonesboro, Georgia 30236.

Minutes Acceptance: Minutes of Jul 13, 2020 6:00 PM (MINUTES)



**RESULT:** APPROVED [5 TO 1]  
**MOVER:** Pat Sebo-Hand, Mayor Pro-Tem  
**SECONDER:** Billy Powell, Councilmember  
**AYES:** Sebo-Hand, Lester, Powell, Sartor, Wise  
**NAYS:** Messick

**Staff Approval Conditions:**

1. Final exterior design of buildings shall be subject to Design Review Commission review and approval, and any necessary design variances shall be subject to Mayor and Council approval.
  2. Proposed 45-foot building height shall be subject to variance approval by the Mayor and City Council.
  3. All lighting shall be night-sky friendly.
  4. Landscape plan shall be subject to approval by the Zoning Administrator, including necessary detention pond landscaping and fencing.
  5. In addition to the landscape plan, two rows of staggered Leyland Cypress trees, 6 feet high at time of planting and spaced 10 feet apart, shall be planted along the entire southern edge of the truck driveway that extends from Jonesboro Road to Old Morrow Road.
  6. Required 75-foot buffer along the southern property line shall remain undisturbed.
  7. Trucks and employees affiliated with the proposed facility shall not use Raymond Street as a means of access to the subject property.
  8. Approved driveway layout along Old Morrow Road shall adhere to the "Driveway Shifted" drawing provided by Eberly and Associates on July 8, 2020.
  9. Proposed driveways along Old Morrow Road shall be "left exit only", in order to direct business traffic to Battle Creek Road to the north.
  10. All driveway layouts shall be subject to GDOT approval where applicable.
  11. Entire development shall conform to the requirements and restrictions of Chapter 82, Article III, Specimen Tree Protection Ordinance.
  12. Through-Truck traffic shall be prohibited on Raymond Street, and "No-Thru Trucks" signs shall be posted at regular intervals along Raymond Street.
5. Council to consider 20-VAR-003, variances for having an electronic message sign in a residentially zoned district, exceeding maximum LED sign area, exceeding maximum sign height, and minimum distance from the right-of-way line, for an existing church by Shiloh Baptist Church for property located at 216 West Mill Street (Parcel No. 13241A B010), Jonesboro, Georgia 30236.

Minutes Acceptance: Minutes of Jul 13, 2020 6:00 PM (MINUTES)



**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Ed Wise, Councilmember  
**SECONDER:** Billy Powell, Councilmember  
**AYES:** Sebo-Hand, Lester, Messick, Powell, Sartor, Wise

**Staff Approval Conditions:**

1. Church shall utilize as much of existing sign base as possible.
2. No flashing lights shall be employed in the electronic display.
3. Electronic images and lettering shall remain static for at least 5 seconds.
4. Provide landscaping around sign base.
5. Per the Design Review Commission recommendation, the sides and top of the electronic sign shall be surrounded by at least two courses of brick (matching base). (This will increase the height of the sign further, to beyond 10 feet tall.)
6. Council to consider a Conditional Use Permit Application 20-CU-005 for loft apartments, by John Taylor, owner, and Washington Design Group, for property at 128 South Main Street (Parcel No. 13241D C012), Jonesboro, Georgia 30236.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Pat Sebo-Hand, Mayor Pro-Tem  
**SECONDER:** Billy Powell, Councilmember  
**AYES:** Sebo-Hand, Lester, Messick, Powell, Sartor, Wise

**Staff Approval Conditions:**

1. 5 existing parking spaces along South Main Street shall be identified and reserved for loft apartment parking. Applicant shall work with City to come up with monthly parking amount.
2. Loft apartments shall have 10-foot high ceilings.
3. Fire escape ladders shall be concealed from street view.
4. Floor plans (including front and rear balconies, exterior building materials, and color scheme shall remain as per the most current building plans presented to City Council on July 6, 2020 - "07.06.2020\_Jonesboro Mixed Use Combined pdf."
5. Total building height shall be as specified by the City Council in any approved variance.
7. Council to consider a variance 20-VAR-004 for maximum building height and use of predominantly wood as an exterior material in the Historic District for loft apartments, by John Taylor, owner, and Washington Design Group, for property at 128 South Main Street (Parcel No. 13241D C012), Jonesboro, Georgia 30236.

Minutes Acceptance: Minutes of Jul 13, 2020 6:00 PM (MINUTES)

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Pat Sebo-Hand, Mayor Pro-Tem  
**SECONDER:** Donya Sartor, Councilmember  
**AYES:** Sebo-Hand, Lester, Messick, Powell, Sartor, Wise

**Staff Approval Conditions:**

1. Ten Foot ceiling height not to exceed 45.5 inches
8. Council to consider a proposed curb cut onto Batiste Way for Reid's Auto Repair at 244 South Main Street.

**RESULT:** DENIED [0 TO 6]  
**MOVER:** Billy Powell, Councilmember  
**SECONDER:** Pat Sebo-Hand, Mayor Pro-Tem  
**NAYS:** Sebo-Hand, Lester, Messick, Powell, Sartor, Wise

David Allen, Community Development Director will work with the applicant to define a workable plan.

9. Council to consider a minor subdivision plat application 20-SUB-001 for 8500 Tara Boulevard, parcels 05240B A004, 05239 241002, and 05240B A003.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Pat Sebo-Hand, Mayor Pro-Tem  
**SECONDER:** Ed Wise, Councilmember  
**AYES:** Sebo-Hand, Lester, Messick, Powell, Sartor, Wise

**Staff Approval Conditions:**

1. Plat must be recorded prior to approval of civil and structural plans.
2. The northern, 2.68-acre tract shall be solely for the development of the climate-controlled, self-storage facility approved by the City of Jonesboro in 2019.
3. Approval of this minor subdivision plat does not connote approval of the future use of the southern, 1.98-acre tract.
4. Any further subdivision of the subject property shall conform to Section 44-128.
10. Council to consider Variance 20-VAR-005 for maximum building height for a warehouse building, by Brennan Investment Group, for property fronting Jonesboro Road, Raymond Street, and Old Morrow Road (Parcel No. 12049C D002), Jonesboro, Georgia 30236.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Pat Sebo-Hand, Mayor Pro-Tem  
**SECONDER:** Ed Wise, Councilmember  
**AYES:** Sebo-Hand, Lester, Messick, Powell, Sartor, Wise

11. Council to consider Variance 20-VAR-006 for maximum building height for a warehouse building, by Brennan Investment Group, for property fronting Old Morrow Road (Parcel No. 12049D A006), Jonesboro, Georgia 30236.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Pat Sebo-Hand, Mayor Pro-Tem  
**SECONDER:** Billy Powell, Councilmember  
**AYES:** Sebo-Hand, Lester, Messick, Powell, Sartor, Wise

12. Council to consider Ordinance 2020-013, a proposed text amendment to the City of Jonesboro Code of Ordinances, with the addition of Article III "Specimen Tree Protection" to Chapter 82 – Vegetation, of the City of Jonesboro Code of Ordinances.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Pat Sebo-Hand, Mayor Pro-Tem  
**SECONDER:** Bobby Lester, Councilmember  
**AYES:** Sebo-Hand, Lester, Messick, Powell, Sartor, Wise

## XV. NEW BUSINESS

1. Council to consider mandatory mask wearing.

**RESULT:** MAJORITY CONSENSUS TO TABLE

At this time Mr. Clark provided information related to an ordinance requiring mandatory mask wearing in the city and ask for an executive order from Mayor to move forward with mandatory face covering as follows:

1. All persons entering a commercial establishment in the City must wear a face covering or mask while inside the establishment. This paragraph does not apply to religious establishments; however, the use of face coverings is highly recommended during religious services and activities as the evidence is overwhelming that religious services that do not require masks or social distancing substantially increase the risk of the spread of COVID-19.
2. All restaurants, retail stores, salons, grocery stores, and pharmacies in the City must require their employees to wear a face covering at all times while at work.
3. Proper use of a face covering shall cover both the nose and the mouth and shall remain in place, unless exempted, while the person is in a public space or at work.
4. Any person who is unable to wear a face covering safely due to age, an underlying health condition, or is unable to remove a face covering without the assistance of others should shelter at home and not go into public spaces. It shall be an affirmative defense to an alleged violation of this Order if the person can provide a certification by their primary care physician that wearing a mask will result in a specific risk to the individual patient's health.

**5. Face coverings are not required in the following circumstances:**

- a) In personal vehicles;
- b) When a person is alone in enclosed spaces or only with other household members;
- c) During outdoor physical activity, provided the active person maintains a minimum of 6 feet from other people with whom they do not cohabitate at all times;
- d) While actively drinking, eating, or smoking;
- e) When wearing a face covering would prevent the receipt of personal services, for example and without limitation, such as dental care or salon services; and
- f) When a person is 10 years of age or younger.

**Questions and Concerns:**

**Councilman Wise** - Is this inclusive to Public Works while they are working cutting grass and weed eating?

*Mr. Clark replied OSHA requires wearing mask and protective coverings.*

**Councilwoman Sartor** - Asked for additional information on the criteria for exercising.

*Mr. Clark replied that physical activities exempt from face covering, provided the active person maintains a minimum of 6 feet from other people with whom they do not cohabitate at all times;*

**Councilwoman Sebo-Hand** - How do we plan to enforce in regard to playing basketball and playing tennis? What kind of ramifications are in place when someone does not comply?

*Mr. Clark replied that the Police Officers and Code Enforcement to enforce. As it relates to the basketball courts, a mask would not be required.*

*Councilwoman Sartor - Expressed her concerns of kids 10 years of age and under playing at the playgrounds.*

*Mr. Clark replied that kids 10 year of age and under are exempt from wearing a mask.*

*Additionally Mr. Clark ask that as it speaks of social distancing, we can remove the requirement or shut down the parks until we get a handle on COVID-19.*

**Councilwomen Sebo-Hand** - Stated that at this point, the Farmers Market will have to be shut down if mask wearing is mandated. Additionally, she stated not all vendors or customers that participate wear a mask. If we are going to do this, you shut down the city all together. You can't mandate for one and not for all.

*Mr. Clark reiterated that this information was provided as something to consider. If it is released, it can be enforced and become of our code.*

**Councilwomen Sebo-Hand** - As it relates to the promotion of LIDL, are you not going to allow them to participate if they do not wear a mask?

*Mr. Clark replied that LIDL will provide mask for their event.*

*Mayor Day stated that we have to take a stand to protect ourselves. Everyone has to take personal responsibility to protect themselves and those around them.*

**Councilwoman Sartor** - As it relates to kids ages 2 years of age and older, we should follow the CDC guidelines and keep the parks and courts opened.

**Councilwoman Messick** - We need to implement something but prefers a one-time warning instead of an automatic fine.

*Mayor Day stated that she strongly feels our Police Officers and Code Enforcement Officers will use discretion as it relates to explaining the mandate and issuing warning.*

**Councilwomen Sebo-Hand** - Concerned with losing the relationship with the vendors and customers; Will someone from the city be available to hand out mask to Farmers Market customers? Stated that she doesn't think we have the manpower to enforce the mandate.

*Mr. Clark replied that mask could be handed out with the market totes that are provided, they will not be penalized.*

**Councilman Wise** - In favor of a mask wearing mandate but do not think it is enforceable. We must lead by example.

**Councilman Powell** - In favor of a mask wearing mandate, this is a losing battle and we need to act quickly.

*Mayor Day - There must be some punitive measure of enforcement.*

*Councilwoman Messick asked for input from Interim Chief Norwood.*

**Interim Chief Norwood** - Voluntary compliance is desired; Officers will communicate and educate citizens of the mandate and encourage them to comply.

**Councilman Lester** - In favor of a mask wearing mandate but is concerned about the risks at the basketball courts and the inability to social distance.

*Mayor Day responded stating wearing a mask while playing basketball just isn't realistic.*

**Joe Nettleton Public Works Director** - Stated that his when staff are riding together mask have been worn since they returned to work at the start of the pandemic. He expressed his concern with his staff overheating while working outside and wearing a mask.

*Mr. Clark replied that we are required by OSHA for Public Works employees to wear face covering.*

**Councilwoman Sebo-Hand** - Is the mandate going out to all restaurants that are opened and the schools that fall within the city limits?

It is the pleasure of the Council to review something in writing and schedule a Special Called Meeting.

## 2. COVID-19 Declaration of Emergency Update

We continue to operate, will bring forth another State of Emergency Declaration at a future special called meeting that we hope to have this week. The current Emergency Declaration has expired and will make sure Council has it to review prior to the date.

## XVI. REPORT OF MAYOR / CITY MANAGER

**Mayor Joy B. Day** - Reminded Council of the Special Called Meeting scheduled for 6:00 p.m. on Monday July 20, 2020 at Arts Clayton.

**City Manager Ricky L. Clark Jr.** - None

## XVII. REPORT OF CITY COUNCILMEMBERS

**Councilwoman Sebo-Hand** - None

**Councilman Lester** - None

**Councilman Powell** - Would like to move quickly in regard to finalizing the mask wearing mandate.

**Councilwoman Sartor** - None

**Councilwoman Messick** - None

**Councilman Wise** - Reminded everyone of the expected high temperatures this week and encourages everyone to stay cool and hydrated.

## XVIII. OTHER BUSINESS

1. Executive Session for the purpose of discussing the conveyance of real estate.

2. Executive Session for the purpose of discussing the conveyance of real estate at 8:01 p.m.

**RESULT:**           **APPROVED [UNANIMOUS]**  
**MOVER:**           Ed Wise, Councilmember  
**SECONDER:**       Billy Powell, Councilmember  
**AYES:**             Sebo-Hand, Lester, Messick, Powell, Sartor, Wise

3. Motion to adjourn Executive Session and reconvene Regular meeting at 8:17 PM.

**RESULT:**           **APPROVED [UNANIMOUS]**  
**MOVER:**           Ed Wise, Councilmember  
**SECONDER:**       Donya Sartor, Councilmember  
**AYES:**             Sebo-Hand, Lester, Messick, Powell, Sartor, Wise

4. Consider any action(s) if necessary based on decision(s) made in the Executive Session

## XIX. ADJOURNMENT

1. Motion to adjourn at 8:19 PM.

**RESULT:**           **APPROVED [UNANIMOUS]**  
**MOVER:**           Billy Powell, Councilmember  
**SECONDER:**       Pat Sebo-Hand, Mayor Pro-Tem  
**AYES:**             Sebo-Hand, Lester, Messick, Powell, Sartor, Wise

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JOY B. DAY – MAYOR  
MANAGER

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RICKY L. CLARK, JR. – CITY

Minutes Acceptance: Minutes of Jul 13, 2020 6:00 PM (MINUTES)

**CITY OF JONESBORO  
WORK SESSION  
170 SOUTH MAIN STREET  
August 3, 2020 – 6:00 PM**

**MINUTES**

The City of Jonesboro Mayor & Council held their Work Session on Monday, August 3, 2020. The meeting was held at 6:00 PM at the Jonesboro Police Station, 170 South Main Street, Jonesboro, Georgia.

**I. CALL TO ORDER - MAYOR JOY B. DAY**

**II. ROLL CALL - RICKY L. CLARK, JR., CITY MANAGER**

Attendee Name	Title	Status	Arrived
Pat Sebo-Hand	Mayor Pro-Tem	Present	
Bobby Lester	Councilmember	Present	
Tracey Messick	Councilmember	Present	
Billy Powell	Councilmember	Present	
Donya Sartor	Councilmember	Present	
Ed Wise	Councilmember	Present	
Joy B. Day	Mayor	Present	
Ricky L. Clark	City Manager	Present	
Pat Daniel	Assistant City Clerk	Present	
David Allen	Community Development Director	Present	
Joe Nettleton	Public Works Director	Present	
Cable Glenn-Brooks	Executive Assistant	Present	
Derry Walker	Chief Code Officer	Present	
Maria Wetherington	Assistant	Present	
Wilfred Norwood	Interim Chief of Police	Present	

**III. INVOCATION**

**IV. ADOPTION OF AGENDA**

**V. WORK SESSION**

1. Council to consider Conditional Use Permit Application 20-CU-008 for a storage facility, by Joseph C. Brannan, trustee, and Michael Johnson, applicant, for property at 265 South Main Street (Parcel Nos. 06001C D005 and 06001C D010), Jonesboro, Georgia 30236.

<b>RESULT:</b>	<b>PUBLIC HEARING REQUIRED</b>	<b>Next: 8/10/2020 6:00 PM</b>
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**Questions and Concerns:**

**Councilwoman Sebo-Hand** - Addressed her concerns with the impact of additional traffic flow in this area. Further, Councilwoman Sebo noted additional concerns of flooding.

**Councilwoman Messick** - Concerned with the current 1.08 acreage, as 2.0 acres are required for this type of project. Does this project meet the code acreage? Is this property a part of

Minutes Acceptance: Minutes of Aug 3, 2020 6:00 PM (MINUTES)



production and employment or improve the esthetics of the community?

**Mr. David Allen** - Replied that if you made a new lot in the M-1 you would be required to have a minimum of a 2-acre lot. This specific use only requires 1 acre and they meet the requirement. This property does have the possibility of employing one or two people in the office.

**Noted Conditions:**

1. No additional access points to the property shall be created along South Main Street.
2. Required fencing along the entire perimeter of the property shall be black wrought iron or an opaque, non-climbable, durable material other than wood. Chain-link is prohibited. Minimum height of fence shall be 6 feet but shall not exceed 8 feet in height. If wrought iron is used, a minimum 4-foot tall, continuous evergreen hedge must be planted behind the fence on the side most directly fronting South Main Street.
3. Exterior building elements and signage are subject to Design Review Commission review.
4. The final landscape plan is subject to approval by the Zoning Administrator.
5. All lighting shall be night-sky friendly.
6. The required parking spaces shall be clearly delineated and striped. At least one of these spaces must comply with ADA standards.

**Additional Condition to add**

- All colors on the exterior be muted.

Mayor Day requested that Council to consider relocating this project to another area possibly on Tara Boulevard.

**Mike Johnson, applicant was present to speak in favor of the application:** Stated that there is very little traffic in the area currently and the proposed warehousing request will not impact or cause a strain on the traffic.

2. Council to consider a Conditional Use Permit Application 20-CU-009 for commercial truck parking, by Sigifredo Martinez, applicant and owner, for property at 208 Turner Road (Parcel No. 06001 032012) Jonesboro, Georgia 30236.

<b>RESULT:</b>	<b>PUBLIC HEARING REQUIRED</b>	<b>Next: 8/10/2020 6:00 PM</b>
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**Councilwoman Messick** - Is this a new owner and how recently did he acquire the property? This location has been used as a parking lot recently, is there a change in this current request? Will trucks run continuously overnight.

**David Allen** replied that he is a new owner and acquired the property within the last year. As it relates to the current use, it was permitted for auto repair only. Code Enforcement notified Community Development of the parking issue; the parking is not a permitted use which prompted this request.

3. Council to consider a proposed text amendment Ord. 2020-16 to the City of Jonesboro Code of Ordinances, regarding proposed revisions to Chapter 86, Zoning, Article XVI, Signs, of the City of Jonesboro Code of Ordinances.

<b>RESULT:</b>	<b>PUBLIC HEARING REQUIRED</b>	<b>Next: 8/10/2020 6:00 PM</b>
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- Change the frequency of change of images and text on an electronic message sign from ten seconds to five seconds.
  - The Jonesboro Guidebook for Sign Regulations in the Historic District states that monument ground signs are not allowed. A monument sign means a free-standing sign mounted directly upon the ground and not raised by vertical supports. That these type of ground signs are not allowed in the Historic District is supported by Section 86-495 (3)(j)
4. Council to consider a proposed text amendment Ord. 2020-17 to the City of Jonesboro Code of Ordinances, regarding proposed revisions to Chapter 86, Zoning, Appendix- Thoroughfare Plan of the City of Jonesboro Code of Ordinances.

<b>RESULT:</b>	<b>PUBLIC HEARING REQUIRED</b>	<b>Next: 8/10/2020 6:00 PM</b>
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David Allen, Community Development Director noted that with the recent annexation of a parcels along Old Morrow Road and the approval of the Conditional Use Permit for a warehousing facility, it became necessary to change the status of a portion of Old Morrow Road from "local road" status to "collector" status to accommodate the anticipated truck traffic.

Staff noted changes are as follows:

- The City portion of Old Morrow Road from the current northern boundary of the City, south to the intersection of Old Morrow Road and Raymond Street shall be designated as "collector."
  - The portion of Old Morrow Road from its intersection with Raymond Street south to its intersection with the Highway 138 Spur shall remain as "local road" status.
  - The County portion of Old Morrow Road, from the northern City boundary to the Battle Creek Road is already considered a collector road.
5. Discussion regarding a proposed text amendment to the City of Jonesboro Code of Ordinances, regarding updates and additions to Article XVII – Additional Conditional Uses, Chapter 86 – Zoning, of the City of Jonesboro Code of Ordinances, including standards for "cigar lounges."

<b>RESULT:</b>	<b>PUBLIC HEARING REQUIRED</b>	<b>Next: 8/10/2020 6:00 PM</b>
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David Allen, Community Development Director noted that this request is to define and add to the Table of Uses "Cigar Lounges." Cigar lounges are considered distinct from hookah lounges. Sec. 86-642. - NAICS 713990 Cigar Lounges, with or without alcoholic beverage service.

**The following conditions are assigned in the H-1, H-2, MX, and C-2 districts:**

1. Shall derive revenue from the sale of food, alcohol or other beverages that is incidental to the

sale of the tobacco products.

2. Shall prohibit entry to a person under the age of 21 years of age during the time when the establishment is open for business.
  3. Shall prohibit any food or beverage not sold directly by the business to be consumed on the premises.
  4. Shall maintain a valid permit for the retail sale of cigar products.
  5. Shall maintain a valid permit to operate a smoking bar issued by the Georgia Department of Revenue.
  6. Shall abide by the provisions in Chapter 6 of the City Code regarding the sale and consumption of alcoholic beverages.
  7. Shall be and remain engaged in the business of selling cigars generated 40 percent or more of its total annual gross income from the on-site sale of such cigar products and the rental of humidors.
  8. Shall be and remain registered with the State Health Department. A smoking bar registration shall remain in effect for one year and shall be renewable only if in the preceding calendar year the smoking bar generated 40 percent or more of its total annual gross income from the on-site sale of cigar products and the rental of on-site humidors.
  9. Shall post signs at each entrance and exit clearly stating that smoking is allowed on all or part of the premises and anyone under the age of 21 is prohibited from entering the premises.
  10. Outdoor seating and dining areas are prohibited in the Historic District.
6. Council to consider a proposed text amendment Ord. 2020-14 to the City of Jonesboro Code of Ordinances, regarding further revisions and updates to the "Table of Uses Allowed by Zoning District", Section 86-204, of Article VI – Conditional Uses, Chapter 86 – Zoning, of the City of Jonesboro Code of Ordinances.

<b>RESULT:</b>	<b>PUBLIC HEARING REQUIRED</b>	<b>Next: 8/10/2020 6:00 PM</b>
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7. Discussion regarding a proposed addition to the City of Jonesboro Schedule of Fees.

<b>RESULT:</b>	<b>CONSENT AGENDA ITEM</b>	<b>Next: 8/10/2020 6:00 PM</b>
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The approval of the Specimen Tree Protection Ordinance last month necessitates an addition to the City fee schedule - an application fee for Tree Removal Permits, which will cover the cost of preparing tree reports, including photographs. The typical amount for similar application fees in the City is \$75.00.

8. Discussion regarding purchase of mobile thermal printers, laptop mounting system for Code Enforcement.

<b>RESULT:</b>	<b>CONSENT AGENDA</b>
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Three quotes were submitted and Synergistic is preferred.

Minutes Acceptance: Minutes of Aug 3, 2020 6:00 PM (MINUTES)

Synergistic Software, Inc. - \$2372.00

144<sup>th</sup> Marketing Group, LLC - \$2 570.00

Prologic ITS - \$3,984.00

**VI. OTHER BUSINESS - NONE**

**VII. ADJOURNMENT**

1. Motion to adjourn at 7:14 P.M.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Billy Powell, Councilmember
<b>SECONDER:</b>	Ed Wise, Councilmember
<b>AYES:</b>	Sebo-Hand, Lester, Messick, Powell, Sartor, Wise

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JOY B. DAY – MAYOR

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RICKY L. CLARK, JR. – CITY MANAGER

Minutes Acceptance: Minutes of Aug 3, 2020 6:00 PM (MINUTES)



CITY OF JONESBORO, GEORGIA COUNCIL  
**Agenda Item Summary**

Agenda Item #

12.1

- 1

COUNCIL MEETING DATE  
September 14, 2020

**Requesting Agency (Initiator)**

Office of the City Manager

**Sponsor(s)**

Community Development Director Allen

**Requested Action** *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Council to consider Conditional Use Permit Application 20-CU-012 for an outdoor event center and outdoor storage yard for party inflatables, by Cyrel D. Foote, Jr. for property at 127 Jonesboro Road (Parcel No. 13240B E001), Jonesboro, Georgia 30236.

**Requirement for Board Action** *(Cite specific Council policy, statute or code requirement)*

Section 86-105 O&I District Standards; Condit. Uses, Article VI Sec. 86-147, Additional Condit. Uses, Article XVII Sec. 86-532

**Is this Item Goal Related?** *(If yes, describe how this action meets the specific Board Focus Area or Goal)*

Yes Economic Development, Community Planning, Neighborhood and Business Revitalization

**Summary & Background**

*(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)*

Agency recommendation – **Denial of Conditional Use application**; 127 Jonesboro Road has been a commercial office building for many years, most recently hosting a construction company office. The 0.89-acre property is zoned O & I, Office-Institutional and is not in any Overlay District.

In July, the applicant completed a zoning verification form for an event center (children's parties) and a place to store and clean large party inflatables (for rent). Per the letter of explanation, the event center will focus on children's birthday parties for ages 1 through 12 years. A maximum of 25 people will be at any event, including 2 staff. Parties could occur from 12pm to 8pm Fridays, Saturdays, and Sundays and some holidays. Also, per the letter of explanation, the event center would provide two inflatable bounce houses in a fenced area. For the party rental business, the bounce houses would have to be laid out in the yards 2 hours each, every week, to be cleaned and dried.

The Table of Uses requires a conditional use permit for these particular kinds of uses, with the following conditions:

Sec. 86-532. NAICS 531120 – Lessors of Nonresidential Building (except Mini-warehouses), including Event Centers (Excluding funerals and wakes)

*The following conditions are assigned in the O&I district:*

- (1) Off-street parking and/or drop-off space adequate to meet the needs of the proposed facility shall be provided. **While the letter of explanation states that's no more than 15 cars will be allowed on the premises, there is only about 7 actual parking spaces and the rest would have to be in the driveway.**
- (2) Any alcohol service and consumption on the premises must conform to Chapter 6 standards, Alcoholic Beverages. **None planned.**
- (3) Must be located in a stand-alone building (no planned centers, connected storefronts sharing a common wall, or lots with zero lot line development or shared parking). **It is a standalone building.**

**FOLLOW-UP APPROVAL ACTION (City Clerk)**

**Typed Name and Title**

Ricky L. Clark, City Manager

**Date**

September, 14, 2020

**Signature**

City Clerk's Office

(4) A minimum 50-foot wide buffer shall be maintained between built elements (including paved parking areas) of the proposed facility and any adjacent, residentially zoned property. **There are residences directly to the west of the proposed event center, but there is no room for a buffer. (There is a wood privacy fence there now, but the closest residence has a full view of the event center property.)**

In terms of parking, Section 86-410 (28) most closely applies:

(28) Theaters, auditoriums, places of worship, libraries, museums, art galleries, funeral homes, gymnasiums, stadiums and other places of assembly shall provide the larger of one space for each four fixed seats or one space for each 25 square feet of floor area available for the accommodation of moveable seats in the largest assembly room, whichever is greater, plus one space for each 150 square feet of ground area used for assembly.

**The building is 2271 square feet = 91 parking spaces required. Only about 15 parking spaces can be provided.**

In terms of storage of rental equipment onsite:

Sec. 86-147. - NAICS 532284 Consumer goods rental.

The following conditions are assigned in the O&I and C-1 districts:

(1) No overnight outdoor storage or display of merchandise or equipment shall be permitted.

**No overnight storage would occur.**

However:

Sec. 86-265. - Storage.

Exterior storage yards (excluding vehicles for sale or lease) shall be prohibited in any districts except the C-2 and M-1 districts. Exterior storage yards shall be enclosed by an opaque fence not less than six feet in height (except where otherwise stated and approved by the city manager) to provide visual screening. Such use shall not be located along an arterial roadway and shall be subject to the following:

(1) The regulations of the applicable zoning district.

(2) No open storage of wrecked or inoperable automobiles or trucks.

(3) No vehicle parts, equipment or waste materials shall be stored outside any building.

**No storage yards, even with a fence, are allowed in O&I zoning.**

**This property is a high visibility parcel, located on one of Jonesboro's main thoroughfares, Jonesboro Road. The two accesses to the subject property both pose concerns – the one on Jonesboro Road requires a left turn on the property where traffic is usually heavy and exceeding the speed limit, and the one on West Mimosa is just a local, residential street. The proximity of residences to a busy weekend event center is also a concern. Storage and drying of inflatables on the property would be unsightly. Being a corner lot off of a busy road, staff does not believe that the event center could safely accommodate necessary parking and traffic orientation.**

#### Fiscal Impact

(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)

Private Owner

**Exhibits Attached** (Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)

**12.1**

- Application
- Zoning Info
- Letter of Explanation
- Property Info1
- Property Info2
- Inflatables
- Site Pictures
- Conditional Use - 127 Jonesboro Road - Legal Notice
- Zoning Signs
- Acceptance Letter

**Staff Recommendation** (Type Name, Title, Agency and Phone)

**Denial**





**CITY OF JONESBORO**  
 124 North Avenue  
 Jonesboro, Georgia 30236  
 City Hall: (770) 478-3800  
 Fax: (770) 478-3775  
 www.jonesboroga.com

## CONDITIONAL USE PERMIT APPLICATION

ATTACH ADDITIONAL PAGES IF NECESSARY. ALL ATTACHMENTS MUST BE NUMBERED. INDICATE THE PAGE NUMBER OF ATTACHMENT IN THE SPACES PROVIDED FOR EACH RELEVANT ANSWER.

ANY MISSTATEMENT OR CONCEALMENT OF FACT IN THIS APPLICATION SHALL BE GROUNDS FOR REVOCATION OF THE LICENSE ISSUED AND SHALL MAKE THE APPLICANT LIABLE TO PROSECUTION FOR PERJURY. PLEASE DO NOT LEAVE ANY AREAS UNANSWERED.

**APPLICATION FEE: \$700.00 (Non-Refundable).**

Date of Application: 8/4/2020

### Property Owner Authorization

I (We) Cyrel D. Foote Jr. the  
 owner(s) of the following property located at: 127 Jonesboro Rd.

Tax Parcel Number: 13240B E001 Size of Property: 1 acre

Located in Zoning District O#I do hereby request permission for a

conditional use for the above described property under the Zoning Ordinance zoned for the following purposes:

We are a party rental that wants permission to blow inflatables up on property for cleanings and also plans for a small private outdoor event center.



## Property Owner Information

Name: Matthew A. McCrory  
 Mailing Address: 11995 Plantation Pkwy  
 City: Fayetteville State: GA Zip: 30215  
 Phone: (Day) 404 207-0953 (Evening) 404 207-0953

## Applicant's Information

(If Different from Owner's Information)

Name: Cyrel Tate Jr.  
 Mailing Address: 6908 Knollwood Dr.  
 City: Morrow State: GA Zip: 30260  
 Phone: (Day) 404-748-2055 (Evening) \_\_\_\_\_

## Jonesboro Property Information

Existing Uses and Structures: Office and Institutional  
 Property address: 127 Jonesboro Rd  
 Surrounding Uses and Structures: (See Official Zoning Map): Commercial/Historic/Other  
 Surrounding Zoning:  
 North: DT1 South: DT1 East: RH West: RH  
 Details of Proposed Use: Party Rental office space/event center  
 Public Utilities: CCWA, GA POWER, AIR GAS LIGHTS  
 Access, Traffic and Parking: W. MIMOSA, JONESBORO RD.  
 Special Physical Characteristics: DOUBLE FRONTAGE LOT

Attachment: Application (1716 : 127 Jonesboro Road Events)

The City may require submission of additional information as may be useful in understanding the proposed use and development of the property.

I HEREBY CERTIFY THAT THE ABOVE INFORMATION AND ALL ATTACHED INFORMATION IS TRUE AND CORRECT:

Date: 8/4/2020

Signed: April D. Wright

Notary: April Wright

SEAL

April Wright  
NOTARY PUBLIC  
Fulton County, GEORGIA  
My Commission Expires 10/27/20

**FOR OFFICE USE ONLY:**

Date Received: 8/5/2020

Received By: [Signature]

Fee Amount Enclosed: \$ 100.00

Public Notice Sign Posted (Date) \_\_\_\_\_

Legal Ad Submitted (Date) \_\_\_\_\_

Legal Ad Published (Date) \_\_\_\_\_

Date Approved: \_\_\_\_/\_\_\_\_/20\_\_\_\_

Date Denied \_\_\_\_/\_\_\_\_/20\_\_\_\_

Permit Issued \_\_\_\_/\_\_\_\_/20\_\_\_\_

Comment:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attachment: Application (1716 : 127 Jonesboro Road Events)

## PROPERTY OWNER'S AUTHORIZATION

The undersigned below, or as attached, is the owner of the property which is subject of this application. The undersigned does duly authorize the applicant named below to act as applicant in the pursuit of an amendment to the property.

I swear that I am the owner of the property which is the subject matter of the attached application, as it is shown in the records of Clayton County, Georgia.

I hereby depose and say that all above statements and attached statements and/or exhibits submitted are true and correct, to the best of knowledge and belief.

PROPERTY OWNER:

Matthew A. McCrary  
PRINT NAME

Matthew A. McCrary  
SIGNATURE/DATE

APPLICANT:

Cyrel D. Foote Jr.  
PRINT NAME

Cyrel D. Foote Jr.  
SIGNATURE/DATE

NOTARY:

April Wright 8/4/2020  
SIGNATURE/DATE

SEAL

April Wright  
NOTARY PUBLIC  
Fulton County, GEORGIA  
My Commission Expires 10/27/2025

Attachment: Application (1716 : 127 Jonesboro Road Events)



**CITY OF JONESBORO**  
 124 North Avenue  
 Jonesboro, Georgia 30236  
 City Hall: (770) 478-3800  
 Fax: (770) 478-3775  
 www.jonesboroga.com

*MARIA*

## ZONING VERIFICATION REQUEST

### Important Notice:

BEFORE leasing, purchasing, or otherwise committing to a property you are **STRONGLY ADVISED** to confirm that the zoning and physical layout of the building and site are appropriate for the business use intended and will comply with the City's Zoning Ordinance. This includes having a clear understanding of any code restrictions, limitations or architectural guidelines that may impact your operation and any building and site modifications that may be necessary to open your business. This document does not authorize a business to conduct business without an Occupational Tax Certificate. This could result in closure and/or ticketing.

### Applicant's Information

Name of Applicant: Cyrel Foote Jr.  
 Name of Business: FunPlatablez  
 Property's Address: 127 Jonesboro Rd  
 Email Address: foote cyrel@hotmail.com  
 Phone: (Day): 404 748 2055 (Evening): \_\_\_\_\_

### Property Information

Current Use of Property: Office Space  
 Proposed Use of Property (Please provide in great detail the intended use of the property):  
Office space for company, event rental, event space rental, storage for equipment, bounce houses outside

Applicant's Signature: Cyrel Foote Jr. Date: 7/29/20

#### FOR OFFICE USE ONLY:

Current Zoning: O+1

NAICS Code: 532284, 531120

Required Zoning: O+1, C2

Conditional Use Needed? ☒ Yes or ☐ No

Comments: ☐ **APPROVED**

☐ **DENIED**

NEEDS CONDITIONAL USE PERMIT. MUST COMPLY WITH  
 SEC. 86-147 AND SEC. 86-532

Zoning Official Signature: [Signature]

Date: 7/29/20

Attachment: Zoning Info (1716 : 127 Jonesboro Road Events)

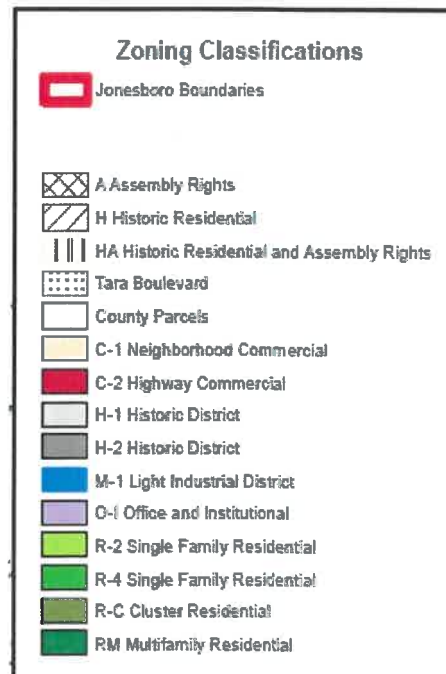
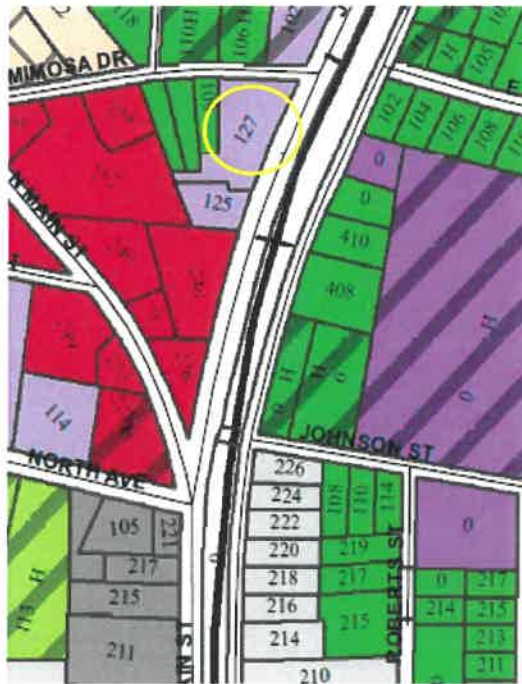


**Applicant – Cyrel Foote, Jr.**  
**Name of Business – Funflatablez**  
**Address - 127 Jonesboro Road**  
**Zoning District – O&I**  
**NAICS – 532284, 531120**

**Proposed Use: Event Rental Company, Event Space Rental**

Use is permitted "by right" in the district indicated = P; Use is permitted as a conditional use (section indicated) = C; Use is not permitted = N

NAICS Code	USES	R-2	R-4	R-C	R-A	RM	H-1	H-2	O&I	MX	C-1	C-2	M-1	Code Section
532284	Consumer Goods Rental, including furniture rental, party supply rentals	N	N	N	N	N	N	N	C	N	C	P	N	Sec. 86-147
531120	Lessors of Nonresidential Building (except Miniwarehouses), including Event Centers (Excluding funerals and wakes)	N	N	N	N	N	C	C	C	C	N	C	N	Sec. 86-532



**Sec. 86-147. - NAICS 532284 Consumer goods rental.**

**The following conditions are assigned in the O&I and C-1 districts:**

**(1) No overnight outdoor storage or display of merchandise or equipment shall be permitted.**

**Sec. 86-532. NAICS 531120 – Lessors of Nonresidential Building (except Mini-warehouses), including Event Centers (Excluding funerals and wakes)**

The following conditions are assigned in the O&I district:

- (1) Off-street parking and/or drop-off space adequate to meet the needs of the proposed facility shall be provided.
- (2) Any alcohol service and consumption on the premises must conform to Chapter 6 standards, Alcoholic Beverages.
- (3) Must be located in a stand-alone building (no planned centers, connected storefronts sharing a common wall, or lots with zero lot line development or shared parking).
- (4) A minimum 50-foot wide buffer shall be maintained between built elements (including paved parking areas) of the proposed facility and any adjacent, residentially zoned property.

**Sec. 86-265. - Storage.**

Exterior storage yards (excluding vehicles for sale or lease) shall be prohibited in any districts except the C-2 and M-1 districts. Exterior storage yards shall be enclosed by an opaque fence not less than six feet in height (except where otherwise stated and approved by the city manager) to provide visual screening. Such use shall not be located along an arterial roadway and shall be subject to the following:

- (1) The regulations of the applicable zoning district.
- (2) No open storage of wrecked or inoperable automobiles or trucks.
- (3) No vehicle parts, equipment or waste materials shall be stored outside any building.

David D. Allen, Zoning Administrator  
July 29, 2020



6908 Knollwood Dr. Morrow, GA 30260  
 www.funflatablez.com  
 404-748-2055

September 2, 2020

Funflatablez is the official premier bounce house company for the Southside of Atlanta, GA. We have successfully been in business for over 10+ years. We provide mobile bounce houses and party rental equipment delivery for children's parties. Currently, we have a staff of four: *myself and my 2 assistants both of whom will be working inside the building handling day to day operations; also a contracted driver who only reports to pickup/ drop off bounce house and rental equipment deliveries.* Our hours of operations are from Monday-Friday from 8:00 AM-8:00 P.M., and some weekends, depending on if any events/deliveries are scheduled.

The types of parties that Funflatablez normally service are community events, daycare events, children's birthday party's/celebrations, and baby showers. We also are a registered vendor for the Clayton County School system. Some of our clients include Lee Street Elementary, JW Arnold Elementary, and Jonesboro High School.

Our proposed plan for this location is to handle the day-to-day operations for Funflatablez, which includes:

1. Cleaning of bounce houses
  - a. Will have to inflate bounce house to properly sanitize, clean, and dry
  - b. Process takes approx. 2 hrs. per bounce house
    - i. Plan to clean behind residence out of the view of ongoing traffic
2. Client In-Person Pick Up/Drop Off
  - a. Clients who are able will come to headquarters to pick up and/or drop off party rental equipment (i.e. tables, chairs, concessions, etc.)
  - b. Make payments
  - c. Discuss bounce house and party rental equipment
  - d. Discuss and tour facility for possible booking
3. Rental Space/Facility Services
  - a. Will only service birthday parties/celebrations for children (ages 1-12 yrs.)
  - b. Will only permit no more than 20-25 people per event (10 adults; 15 children)
  - c. Hours of operation for parties will be from 12-8pm Friday-Sunday & holidays
  - d. Staff of 2 will always be on site during these events -1 outside and 1 inside to monitor children and facility safety
  - e. No more than 2 bounce houses will be allowed to be inflated in outside fenced play area – bounce houses will not be placed in front of property
  - f. Parking will be provided in the spaces designated outside of the building. We propose no more than 15 cars will be permitted on the premises.

We will be allowing the use of the following spaces:

*Kitchen*

*Lobby Area*  
*Large Room/Conference Area*  
*Restrooms*  
*Outside – Fenced in play area*

Over the years our company has grown to the point where we are in need of new space to accommodate the growth of our company and our clients requests, which include having a place for them to hold their family celebrations and events. We are a company that is continuously growing that will bring excitement and energy to an already growing and thriving area. Funflatablez is the business that provides sustainable growth that will prove to be an asset to the City of Jonesboro.

We hope that we have provided all of the information that you requested; however, should you have any additional questions or concerns, please feel free to give me a call at (404) 748-2055

Regards,

Cyrel Foote, Jr.  
President  
Strongwill Enterprises Inc.  
DBA Funflatablez  
footecyrel@hotmaill.com

Attachment: Letter of Explanation (1716 : 127 Jonesboro Road Events)



# Real Property Records Search

[New Search](#)
[Current Year Assessment Notice](#)
[Sales Data](#)
[Previous Parcel](#)
[Next Parcel](#)

## Clayton County Property Card For Year 2020

CHARLOTTE DAILEY CAPITAL LLC  
1299 BATTLE CREEK RD  
SUITE 110

PARCEL ID . . 13240B E001  
LOCATION . . 127 JONESBORO RD

JONESBORO, GA 30236

LEGAL  
DESC

DISTRICT 4

JONESBORO

LOT 4,5,6,7 &  
PT 3

NBRHOOD JB023 JONESBORO 2NDRY  
INT LOT

DESCRIPTION LEGION HEIGHTS - ALL UTILITIES

DESCRIPTION PAVED ROAD  
ROAD FRONT . . . 290.9 206.9

RESIDENTIAL/OFFICE

PLAT BOOK/PAGE . . . 1 275

### SALES HISTORY

DEED BOOK	PAGE	SALE DATE	SALES INSTRUMENT	DISQUALIFIED	SALE AMT	DEED NAME
9602	231	12/22/08	WARRANTY DEED	DOES NOT REFLEC	129,900	CHARLOTTE DAILEY CAPITAL LLC
1844	293	10/01/92	WARRANTY DEED	QUALIFIED	90,000	MOORE LEE

### LAND SEGMENTS

LND#	ZONE	LAND TYPE/CODE	LAND QTY
1	C	SF 1	38,768.000
MAP ACRES . . . .890			

### IMPROVEMENT # 1 MISC IMPR-Y

GROUND FLOOR AREA . . . . .

ACT/EFF YR/AGE . . 1971 1992 28

DESCRIPTION . . . LEE MOORE-COTTON STATE IN

	% COMP	SQ FOOTAGE	STORY
BUILDINGS	100	2271.00	

### IMPROVEMENT # 2 MISC IMPR-Y

GROUND FLOOR AREA . . . . .

ACT/EFF YR/AGE . . 1983 37

DESCRIPTION . . . UTILTY BLDG

	% COMP	SQ FOOTAGE	STORY
BUILDINGS	100	720.00	

TOTAL PARCEL VALUES

LAND / OVR

IMPROVEMENTS / OVR

2020 VALUE

2019 VALUE







HOME PRICE LIST PACKAGES AI

# PRICE



(PICTURES AND PRICES IN ORDER NOW SE

ALL PRICES INCLUDE DELIVERY AND  
DELIVERY CHARGE IF OUT SIDE OUR DELI  
(VISIT HOMEPAGE FOR MAI

RENTAL PERIOD IS 4-6 HOURS (NO

\$50 OVERNIGHT FEE

FEE ADDED AFTER 8PM PICKUP DI  
PICK UP FOLLOWING DAY BETWEEN 1

\$50 DEPOSIT REQUIRED

(DEDUCTED FROM BALANCE, SECUR  
PAYMENT DUE AT DELIVER

## BOUNCE - HOUSES

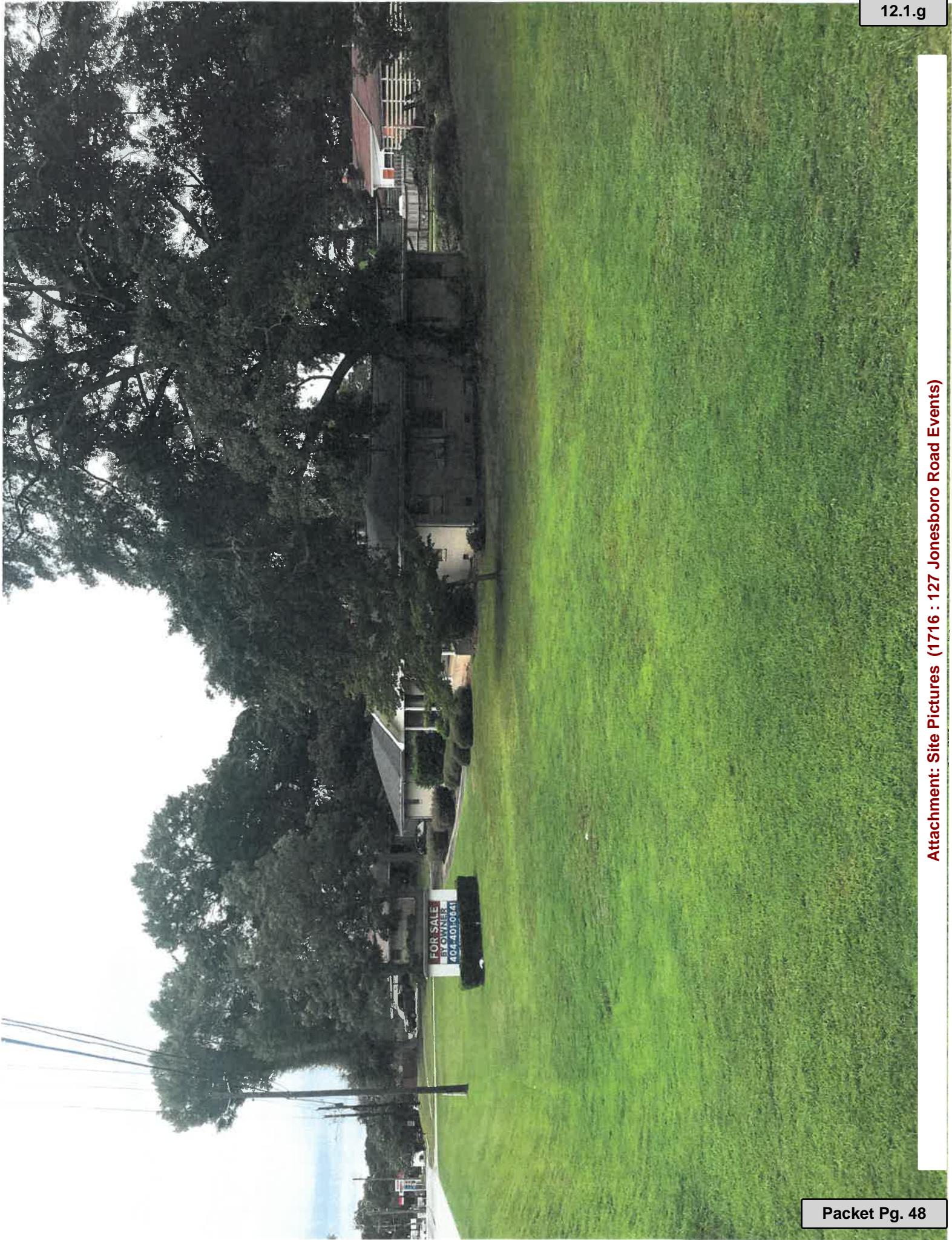
COMBOS HAVE SLIDE ATTACHED & HOOP I  
CUSTOMER PROVIDES A SOURCE FOR ELECTRICITY - NORMAL

WE PROVIDE EXTENSION CHORDS



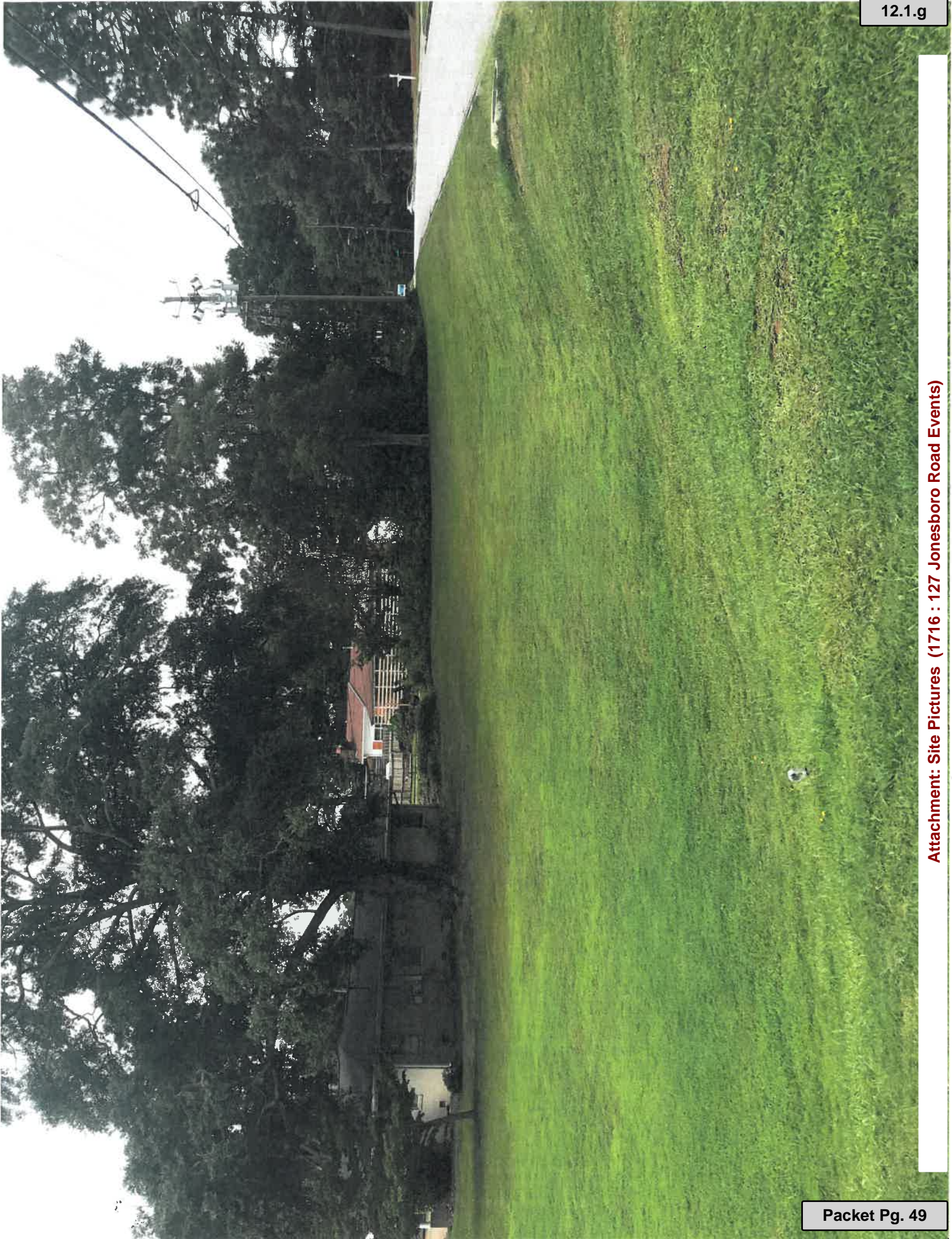
Attachment: Inflatables (1716 : 127 Jonesboro Road Events)





Attachment: Site Pictures (1716 : 127 Jonesboro Road Events)





Attachment: Site Pictures (1716 : 127 Jonesboro Road Events)





Attachment: Site Pictures (1716 : 127 Jonesboro Road Events)









Attachment: Site Pictures (1716 : 127 Jonesboro Road Events)





Attachment: Site Pictures (1716 : 127 Jonesboro Road Events)

## Legal Notice

Public Hearing will be held by the Mayor and Council of the City of Jonesboro at 6:00 P.M. on September 14, 2020 in the chambers of the Jonesboro Municipal Court facility, 170 South Main Street, Jonesboro, GA, to consider a Conditional Use Permit Application for an outdoor event center and outdoor storage yard for party inflatables, by Cyrel D. Foote, Jr. for property at 127 Jonesboro Road (Parcel No. 13240B E001), Jonesboro, Georgia 30236. Mayor & Council will first discuss the item at their Work Session, also to be held on September 14, 2020 at 6 pm.

David Allen  
Community Development Director

Publish 8/19/20





**CITY OF JONESBORO, GEORGIA**  
PUBLIC HEARING FOR:  
CONDITIONAL USE PERMIT FOR OUTDOOR EVENT  
CENTER AND STORAGE YARD FOR PARTY INFLATABLES  
BY CYREL D. FOOTE, JR. FOR PROPERTY AT 127 JONESBORO  
ROAD (PARCEL NO. 13246B E001) JONESBORO, GA. 30236  
LOCATION  
170 SOUTH MAIN STREET, JONESBORO, GEORGIA 30236  
DATE 9-14-20 TIME: 6:00 PM  
FOR MORE INFORMATION, PLEASE CONTACT CITY HALL AT 770-478-3800



# CITY OF JONESBORO, GEORGIA

PUBLIC HEARING FOR:

CONDITIONAL USE PERMIT FOR OUTDOOR EVENT

CENTER AND STORAGE YARD FOR PARTY INFLATABLES

BY CYREL D. FOOTE, JR. FOR PROPERTY AT 127 JONESBORO  
ROAD (PARCEL NO. 13240B E001) JONESBORO, GA. 30236

## LOCATION

170 SOUTH MAIN STREET, JONESBORO, GEORGIA 30236

DATE: 9-14-20

TIME: 6:00 PM

FOR MORE INFORMATION, PLEASE CONTACT CITY HALL AT 770-478-3800





## MEMORANDUM

**To:** Cyrel D. Foote, Jr.  
6908 Knollwood Drive  
Morrow, GA 30260

**From:** David D. Allen  
City of Jonesboro  
124 North Avenue  
Jonesboro, GA 30236

**Date:** August 24, 2020

**Re:** Notification of Request for Conditional Use – Event Center / Party Rental Office and Storage, 127 Jonesboro Road; Tax Map Parcel No. 13240B E001

---

Dear Applicant,

This letter is to serve as notification that the City of Jonesboro has received your request for the following requested conditional use for the above referenced property:

- Event Center / Party Rental Office and Storage

A combined Work Session / Public Hearing has been scheduled for Monday, September 14, 2020 at 6:00 p.m. before the Jonesboro Mayor and City Council to consider the request as described above. The meeting will be conducted in the chambers of the Jonesboro Municipal Court facility, 170 South Main Street, Jonesboro, Ga. If you have any questions, please do not hesitate to contact me at 770-570-2977 or at [dallen@jonesboroga.com](mailto:dallen@jonesboroga.com).

Sincerely,

David D. Allen  
Community Development Director / Zoning Administrator

Attachment: Acceptance Letter (1716 : 127 Jonesboro Road Events)



CITY OF JONESBORO, GEORGIA COUNCIL  
**Agenda Item Summary**

Agenda Item #

12.2

- 2

COUNCIL MEETING DATE  
September 14, 2020

Requesting Agency (Initiator)

Office of the City Manager

Sponsor(s)

Community Development Director Allen

**Requested Action** (Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)

Council to consider Conditional Use Permit Application 20-CU-011 for a pet care, grooming, and pet sitting business, by Mike Lee, property owner, and Bobby Harmon, applicant, for property at 172 North Avenue (Parcel No. 13240A A002), Jonesboro, Georgia 30236.

**Requirement for Board Action** (Cite specific Council policy, statute or code requirement)

Section 86-105 O&I District Standards; Conditional Uses, Article VI, Sec. 86-174

**Is this Item Goal Related?** (If yes, describe how this action meets the specific Board Focus Area or Goal)

Yes Economic Development, Community Planning, Neighborhood and Business Revitalization

**Summary & Background**

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)

Agency recommendation – **Approval of Conditional Use application, with conditions;** 172 North Avenue has been a commercial office building for many years, hosting everything from an upholstery shop to a DUI school. The 0.56-acre property is zoned O & I, Office-Institutional and is not in any Overlay District.

In July, the applicant completed a zoning verification form for “grooming and boarding dogs.” The Table of Uses requires a conditional use permit for this particular kind of use, with the following conditions:

Sec. 86-174. - NAICS 81291 Pet care, grooming, training, pet sitting (except veterinary services).

The following conditions are assigned in the H-2, O&I, and C-1 districts:

(1) No outdoor runs shall be permitted.

**Animal kennels and boarding (inside and outside) are now only allowed in M-1 zoning, with an approved conditional use. Therefore, this activity will not be considered as part of any approval for this property. Only the grooming (and off-property, mobile pet sitting) will be considered.**

In terms of parking, the use does not exactly fit the specifications of any uses in Section 86-410, so the following requirement will apply:

(38) One parking space on the lot for each 200 square feet of floor area in a building used for any other purpose permitted in the zoning district.

**The building is 2016 square feet = 11 parking spaces required. One must be designated as an ADA parking space. There is enough space in the rear to adequately meet the parking requirements, even though no spaces are clearly marked.**

**While the parking is totally in the rear, the only paved vehicular portion is the single car length driveway, which is concrete. The rear parking cannot be seen from the road but is all gravel at this time. While the designated ADA parking space (and its associated island) need to be paved with either concrete or asphalt for ease of acceptability, the Mayor and Council need to discuss whether or not the entire rear parking lot needs to be paved, curbed, and striped, based on Sec. 86-397:**

**FOLLOW-UP APPROVAL ACTION (City Clerk)**

Typed Name and Title

Ricky L. Clark, City Manager

Date

September, 14, 2020

Signature

City Clerk's Office

Sec. 86-397. - Design requirements for parking lots and driveways.

The provisions of this section shall apply to all off-street parking whether the parking serves a particular use or development, or the parking is a principal use on a property and not dedicated to serving a particular development.

- (1) *Curbs required.* Concrete curbs shall be provided for all paved areas and shall be used to separate landscaped areas from pavement.
- (2) *Striping required.* Every parking space shall be clearly marked by lines painted on or otherwise applied to the parking lot surface.
- (3) *Paved surface.* No vehicle parking of any kind shall be permitted on any lot unless all driveways and parking spaces are comprised of an impervious surface consisting of concrete, asphalt, brick or decorative stone pavers. No gravel shall be used except as subgrade material.

*Except for parcels devoted to single-family detached dwellings, all off-street parking shall be designed to accommodate a turn-around area so that motorists are not required to back into a public street to exit the property.*

However, if the gravel portion in the rear was paved, it would create about 8000 square feet worth of new impervious surface and would be over the threshold for the Water Authority's requirements for storm water management measures, possibly creating a hardship for the property owner. There have been several businesses at the subject property in the past, and none of them required the parking area to be paved. Perhaps a compromise would be to provide a paved (concrete)

Also, associated with possible parking requirements is landscaping associated with parking lots. The front of the property has good grass cover and shrubbery already. The rear of the property has a few mature hardwood trees. Without requiring a "commercial-grade" parking lot (with curbing, paving, and striping), landscaping in the middle of the rear parking area would be unfeasible.

Per the Letter of Explanation, the hours of operation will be 10 am to 6:30 pm by appointment only. They will be starting off with two employees (including a groomer). The outdoor area will be for exercise and training purposes only.

#### Other points:

- There has been an effort to install portions of wood privacy fence in the rear of the property. Completion of this fence could alleviate concerns over the look of the gravel parking lot and give more privacy to adjacent properties.
- There are residences along Fayetteville Road that back up to the subject property. Any dogs lingering in the rear parking lot could pose a nuisance problem to these residences.
- The driveway is narrow and one-way only, which could pose a problem on high-traffic days. The only adequate turnaround space is in the rear parking area. Having grooming appointments only and no walk-ins would help this.

#### If approved, the following minimum conditions should apply:

1. Paved (concrete) ADA parking shall be provided at the rear entrance of the building as an extension of the concrete driveway. Ada parking shall be clearly delineated with striping and signage.
2. Rear privacy fence shall be completed prior to a business license being issued, per City standards.
3. Any specimen trees on the property shall not be removed without first meeting the requirements of the Specimen Tree Protection Ordinance.
4. Prior to a business license being issued, dog grooming must meet all Georgia Department of Agriculture requirements.
5. No outdoor runs or cages are allowed. Any solid pet waste must not linger on the ground and must be disposed of in proper secure receptacles.
6. No overnight boarding of pets, inside or outside, is allowed. Pet sitting services shall be mobile only.
7. Any pet exercise and training shall occur in the grassy area of the rear yard only.

Private Owner

**Exhibits Attached** (Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)

- Application
- Zoning Info
- Property Info
- Site Pictures
- Conditional Use - 172 North Avenue - Legal Notice
- Zoning Signs
- Acceptance Letter
- Letter of Explanation

**Staff Recommendation** (Type Name, Title, Agency and Phone)

**Approval, with Conditions**





**CITY OF JONESBORO**  
 124 North Avenue  
 Jonesboro, Georgia 30236  
 City Hall: (770) 478-3800  
 Fax: (770) 478-3775  
 www.jonesboroga.com

## CONDITIONAL USE PERMIT APPLICATION

ATTACH ADDITIONAL PAGES IF NECESSARY. ALL ATTACHMENTS MUST BE NUMBERED. INDICATE THE PAGE NUMBER OF ATTACHMENT IN THE SPACES PROVIDED FOR EACH RELEVANT ANSWER.

ANY MISSTATEMENT OR CONCEALMENT OF FACT IN THIS APPLICATION SHALL BE GROUNDS FOR REVOCATION OF THE LICENSE ISSUED AND SHALL MAKE THE APPLICANT LIABLE TO PROSECUTION FOR PERJURY. PLEASE DO NOT LEAVE ANY AREAS UNANSWERED.

**APPLICATION FEE: \$700.00 (Non-Refundable).**

Date of Application: 7/31/20

### Property Owner Authorization

I (We) Mike Lee the

owner(s) of the following property located at: 172 North Avenue

Jonesboro, Ga 30236

Tax Parcel Number: 13240A A002 Size of Property: 1/2 Acre

Located in Zoning District O4I do hereby request permission for a

conditional use for the above described property under the Zoning Ordinance zoned for

the following purposes:

Pet Care, Grooming, & Pet Sitting

Attachment: Application (1715 : 172 North Avenue Pet Grooming)

## Property Owner Information

Name: Mike Lee  
 Mailing Address: 2160 Marion Lane  
 City: Morrow State: Ga Zip: 30260  
 Phone: (Day) 1-617-642-6955 (Evening) same

## Applicant's Information

(If Different from Owner's Information)

Name: Bobby Harmon  
 Mailing Address: 172 North Avenue  
 City: Jonesboro State: Ga Zip: 30236  
 Phone: (Day) 678-698-1227 (Evening) same

## Jonesboro Property Information

Existing Uses and Structures: To back of building front/Existing Commercial Building  
 Property address: 172 North Avenue, Jonesboro Ga 30236  
 Surrounding Uses and Structures: (See Official Zoning Map): C-2, O+I, C-1, R-2  
 Surrounding Zoning:  
 North: C-2/R-2 South: O+I East: R-2 West: C-2  
 Details of Proposed Use: Pet Care & Grooming, Pet Sitting  
 Public Utilities: Georgia Power, Water Authority, Comcast Business  
 Access, Traffic and Parking: North Ave (Access & Traffic) Parking in long driveway/bo  
 Special Physical Characteristics: Handicap parking in back

Attachment: Application (1715 : 172 North Avenue Pet Grooming)

The City may require submission of additional information as may be useful in understanding the proposed use and development of the property.

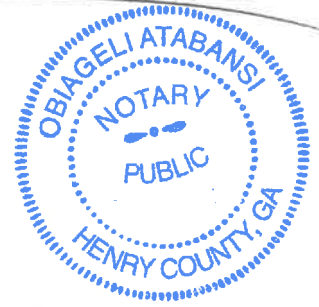
I HEREBY CERTIFY THAT THE ABOVE INFORMATION AND ALL ATTACHED INFORMATION IS TRUE AND CORRECT:

Date: 8/03/2020

Signed: [Signature]

Notary: Ogaga A. Ataba

SEAL



exp 7/24/24

**FOR OFFICE USE ONLY:**

Date Received:     /     / 20     Received By:           

Fee Amount Enclosed: \$           

Public Notice Sign Posted (Date)           

Legal Ad Submitted (Date)           

Legal Ad Published (Date)           

Date Approved:     /     / 20    

Date Denied     /     / 20    

Permit Issued     /     / 20    

Comment:

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Attachment: Application (1715 : 172 North Avenue Pet Grooming)

## PROPERTY OWNER'S AUTHORIZATION

The undersigned below, or as attached, is the owner of the property which is subject of this application. The undersigned does duly authorize the applicant named below to act as applicant in the pursuit of an amendment to the property.

I swear that I am the owner of the property which is the subject matter of the attached application, as it is shown in the records of Clayton County, Georgia.

I hereby depose and say that all above statements and attached statements and/or exhibits submitted are true and correct, to the best of knowledge and belief.

PROPERTY OWNER:

Mike Le  
PRINT NAME

7/2  
SIGNATURE/DATE

APPLICANT:

Bob Harmon  
PRINT NAME

[Signature]  
SIGNATURE/DATE

NOTARY:

Obiageli Atabansi  
SIGNATURE/DATE

exp 7/24/24



Attachment: Application (1715 : 172 North Avenue Pet Grooming)





**CITY OF JONESBORO**  
 124 North Avenue  
 Jonesboro, Georgia 30236  
 City Hall: (770) 478-3800  
 Fax: (770) 478-3775  
 www.jonesboroga.com

## ZONING VERIFICATION REQUEST

### Important Notice:

BEFORE leasing, purchasing, or otherwise committing to a property you are **STRONGLY ADVISED** to confirm that the zoning and physical layout of the building and site are appropriate for the business use intended and will comply with the City's Zoning Ordinance. This includes having a clear understanding of any code restrictions, limitations or architectural guidelines that may impact your operation and any building and site modifications that may be necessary to open your business. This document does not authorize a business to conduct business without an Occupational Tax Certificate. This could result in closure and/or ticketing.

### Applicant's Information

Name of Applicant: Deanna Harrison  
 Name of Business: Harmon's Grooming & Boarding Services  
 Property's Address: 172 North Avenue, Jonesboro, Ga 30236  
 Email Address: divadeedee0603@gmail.com  
 Phone: (Day): 510-228-6314 (Evening): 510-228-6314

### Property Information

Current Use of Property: Empty  
 Proposed Use of Property (Please provide in great detail the intended use of the property):  
For grooming & boarding dogs

Deanna Harrison 07-10-2020  
 Applicant's Signature Date

### FOR OFFICE USE ONLY:

Current Zoning: O+1

NAICS Code: 81291 812910

Required Zoning: C2M-1

Conditional Use Needed? ☒ Yes or ☐ No

Comments:

☐ APPROVED

DENIED ☒

DENIED FOR BOARDING AND OUTDOOR RUNS - GROOMING REQUIRES  
CONDITIONAL USE PERMIT AND MUST COMPLY WITH SEC. 86-174

DH  
 Zoning Official Signature

7/27/20  
 Date

**Applicant – Deanna Harrison**  
**Name of Business – Harmon's Grooming & Boarding Services**  
**Address - 172 North Avenue**  
**Zoning District – O&I**  
**NAICS – 81291, 812910**

**Proposed Use: Grooming and Boarding Dogs**

NAICS Code	USES	R-2	R-4	R-C	R-A	RM	H-1	H-2	O&I	MX	C-1	C-2	M-1	Code Section
81291	Pet Care, Grooming, Training, Pet Sitting (except Veterinary Services)	N	N	N	N	N	N	C	C	N	C	P	P	Sec. 86-174
812910	Animal Kennels / Boarding	N	N	N	N	N	N	N	N	N	N	N	C	Sec. 86-556

Use is permitted "by right" in the district indicated = P; Use is permitted as a conditional use (section indicated) = C; Use is not permitted = N



**Sec. 86-174. - NAICS 81291 Pet care, grooming, training, pet sitting (except veterinary services).**

**The following conditions are assigned in the H-2, O&I, and C-1 districts:**

- (1) No outdoor runs shall be permitted.**

David D. Allen, Community Development Director / Zoning Administrator

July 27, 2020

# Real Property Records Search

[New Search](#)
[Current Year Assessment Notice](#)
[Sales Data](#)
[Previous Parcel](#)
[Next Parcel](#)

## Clayton County Property Card For Year 2020

MMM LLC  
2160 MARION LN  
MORROW, GA 30260

PARCEL ID . . 13240A A002  
LOCATION . . 172 NORTH AVE

LEGAL DESC      DISTRICT 4      JONESBORO  
LOT 6  
NBRHOOD JB023 JONESBORO 2NDRY INT LOT

DESCRIPTION NOT IN SUBDIVISION - ALL UTILITIES

DESCRIPTION PAVED ROAD  
ROAD FRONT . . . 78.0

SINGLE OFFICE CLASS C

PLAT BOOK/PAGE . . . 1      264

### SALES HISTORY

DEED BOOK	PAGE	SALE DATE	SALES INSTRUMENT	DISQUALIFIED	SALE AMT	DEED NAME
11652	316	9/30/19	WARRANTY DEED	OTHER	124,000	MMM LLC
2910	205	12/13/96	WARRANTY DEED	QUALIFIED	90,000	SERRITELLA DANIEL A PHD PC
1743	841	10/01/91	WARRANTY DEED	QUALIFIED	50,000	OAKES RAYMOND C

### LAND SEGMENTS

LND#	ZONE	LAND TYPE/CODE	LAND QTY
1	C	SF 1	24,297.000

MAP ACRES . . .560

### IMPROVEMENT # 1 MISC IMPR-Y

GROUND FLOOR AREA . .

ACT/EFF YR/AGE . . 1965 1992 28

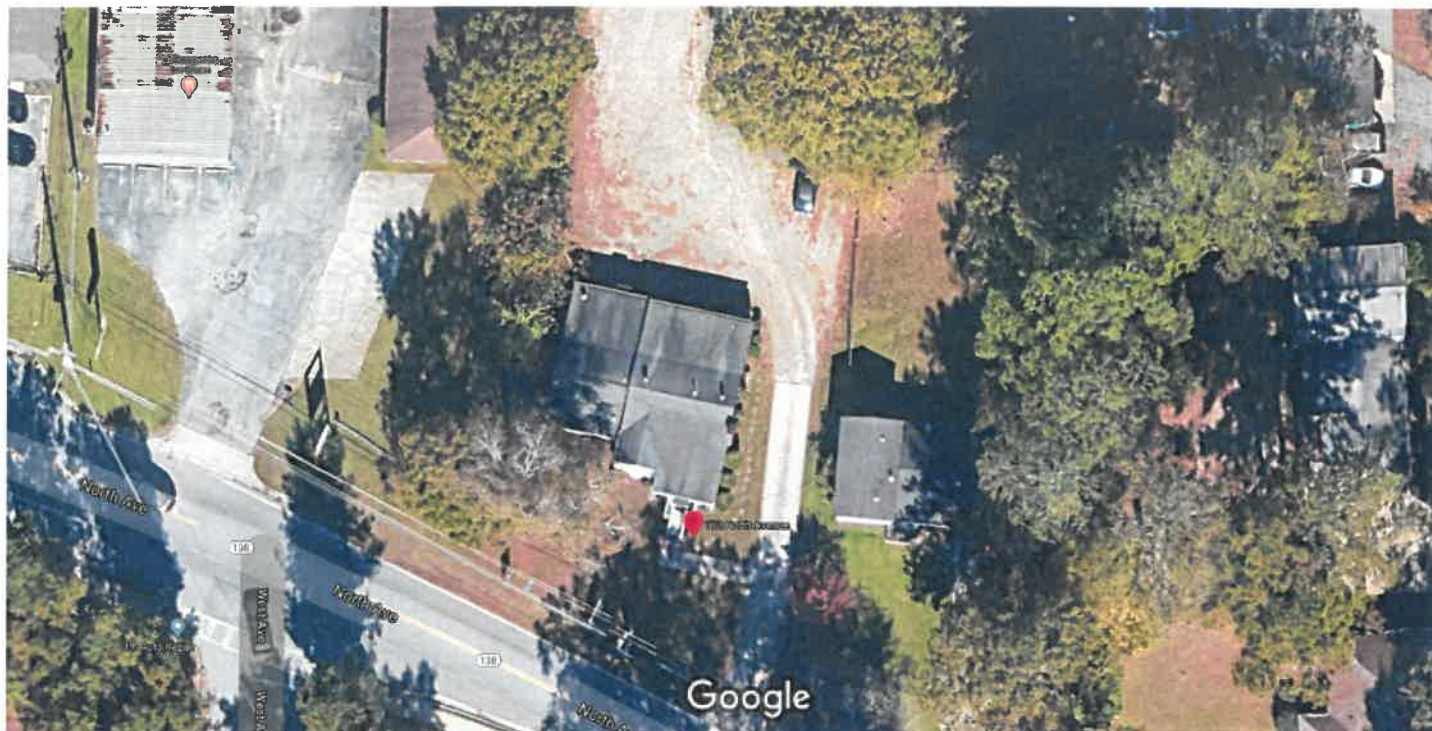
DESCRIPTION . . . NORTH AVE PROF BLDG

	% COMP	SQ FOOTAGE	STORY
BUILDINGS	100	2016.00	

TOTAL PARCEL VALUES	LAND / OVR	IMPROVEMENTS / OVR	2020 VALUE	2019 VALUE
APV . . . . .	48,500	73,000	121,500	93,500

Attachment: Property Info (1715 : 172 North Avenue Pet Grooming)





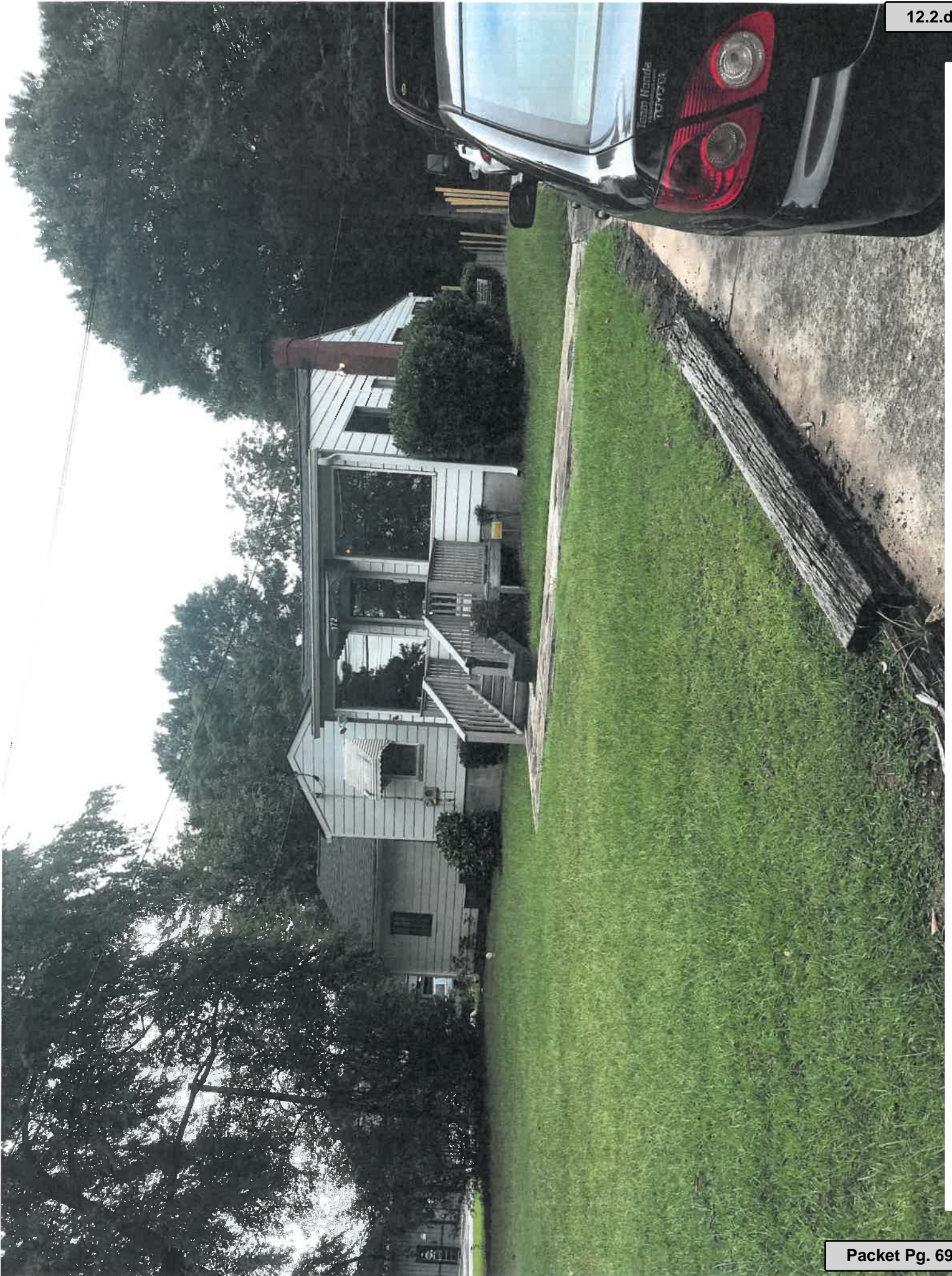
A photograph of a white, single-story house with a porch, surrounded by large trees and a green lawn. A sign in the foreground reads "SOUTH AFRICA" and "NATIONAL ARCHIVE". The house has a small porch with a set of stairs leading up to it. There are large trees on the left and right sides of the house. The lawn is green and well-maintained. The sign is white with black text and is placed on a small patch of grass.

Jonesboro, GA 30236



## Photos





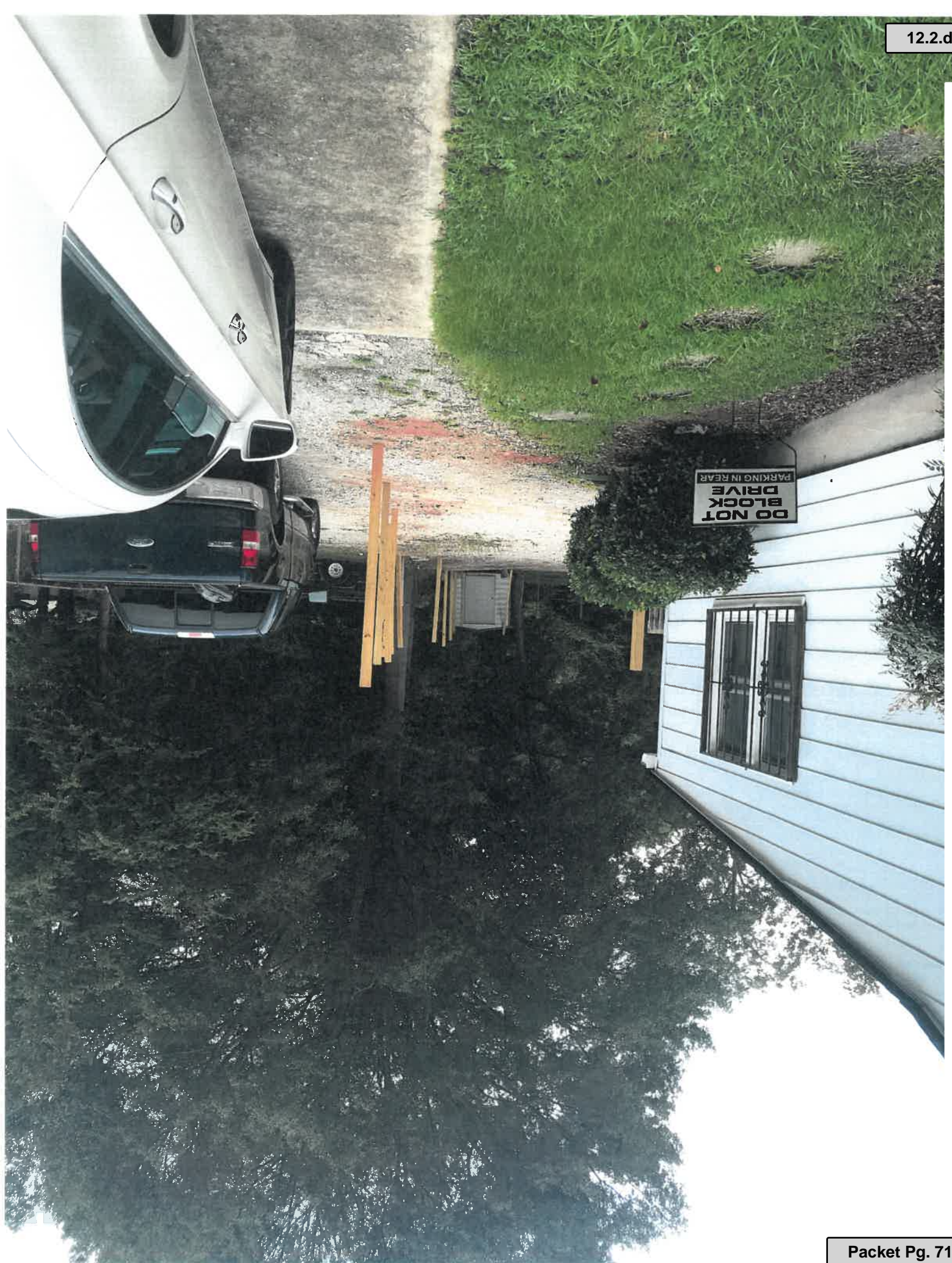
Attachment: Site Pictures (1715 : 172 North Avenue Pet Grooming)





Attachment: Site Pictures (1715 : 172 North Avenue Pet Grooming)





Attachment: Site Pictures (1715 : 172 North Avenue Pet Grooming)





Attachment: Site Pictures (1715 : 172 North Avenue Pet Grooming)









Attachment: Site Pictures (1715 : 172 North Avenue Pet Grooming)





Attachment: Site Pictures (1715 : 172 North Avenue Pet Grooming)





Attachment: Site Pictures (1715 : 172 North Avenue Pet Grooming)



## Legal Notice

Public Hearing will be held by the Mayor and Council of the City of Jonesboro at 6:00 P.M. on September 14, 2020 in the chambers of the Jonesboro Municipal Court facility, 170 South Main Street, Jonesboro, GA, to consider a Conditional Use Permit Application for a pet care, grooming, and pet sitting business, by Mike Lee, property owner, and Bobby Harmon, applicant, for property at 172 North Avenue (Parcel No. 13240A A002), Jonesboro, Georgia 30236. Mayor & Council will first discuss the item at their Work Session, also to be held on September 14, 2020 at 6 pm.

David Allen  
Community Development Director

Publish 8/19/20

**CITY OF JONESBORO, GEORGIA**  
PUBLIC HEARING FOR:  
CONDITIONAL USE PERMIT FOR PET CARE, PET  
GROOMING, AND PET SITTING BUSINESS BY MIKE LEE, OWNER,  
AND BOBBY HARMAN, APPLICANT FOR PROPERTY AT 172 NORTH  
AVENUE (PARCEL No. 13240A Area): JONESBORO GA 30236  
LOCATION  
170 SOUTH MAIN STREET, JONESBORO, GEORGIA 30236  
DATE: 9-14-20 TIME: 6:00 P.M.  
FOR MORE INFORMATION, PLEASE CONTACT CITY HALL AT 770-478-3800



# CITY OF JONESBORO, GEORGIA

PUBLIC HEARING FOR

CONDITIONAL USE PERMIT FOR PET CARE,  
GROOMING, AND PET SITTING BUSINESS BY MIKE LE  
AND BOBBY HARMON, APPLICANT. FOR PROPERTY AT 172  
AVENUE (PARCEL No. 13240A APP2) JONESBORO GA 30236

LOCATION

170 SOUTH MAIN STREET, JONESBORO, GEORGIA 302

DATE: 9-14-20

TIME: 6:00 P.M.

FOR MORE INFORMATION, PLEASE CONTACT CITY HALL AT 770-478-38

Attachment: Zoning Signs (1715 : 172 North Avenue Pet Grooming)





## MEMORANDUM

**To:** Bobby Harmon  
172 North Avenue  
Jonesboro, GA 30236

**From:** David D. Allen  
City of Jonesboro  
124 North Avenue  
Jonesboro, GA 30236

**Date:** August 24, 2020

**Re:** Notification of Request for Conditional Use – Pet Care and Grooming, 172 North Avenue; Tax Map Parcel No. 13240A A002

---

Dear Applicant,

This letter is to serve as notification that the City of Jonesboro has received your request for the following requested conditional use for the above referenced property:

- Pet Care, Grooming, Pet Sitting

A combined Work Session / Public Hearing has been scheduled for Monday, September 14, 2020 at 6:00 p.m. before the Jonesboro Mayor and City Council to consider the request as described above. The meeting will be conducted in the chambers of the Jonesboro Municipal Court facility, 170 South Main Street, Jonesboro, Ga. If you have any questions, please do not hesitate to contact me at 770-570-2977 or at [dallen@jonesboroga.com](mailto:dallen@jonesboroga.com).

Sincerely,

David D. Allen  
Community Development Director / Zoning Administrator

**Cc:** MMM LLC  
2160 MARION LN  
MORROW, GA 30260

Attachment: Acceptance Letter (1715 : 172 North Avenue Pet Grooming)

## David Allen

---

**From:** DeAnna Harris <divadeedee0603@gmail.com>  
**Sent:** Wednesday, September 2, 2020 5:46 PM  
**To:** David Allen  
**Subject:** Re: 172 North Avenue

Hello David

Our hours of operation will be from 10am to 6:30pm by appointment only  
 We will be starting off with 2 employees (myself and a groomer that I plan on hiring)  
 The outdoor area will be for exercise and training purposes only

Thank you in advance  
 Deanna

Sent from my iPhone

On Sep 2, 2020, at 10:01 AM, David Allen <dallen@jonesboroga.com> wrote:

Hello,

I need from you a short letter of explanation, talking about your days and hours of operation, number of employees, and more specifics about your business (any outdoor boarding, exercise areas, etc.) I would need it by Thursday (tomorrow), if possible.

<image001.jpg>

**David Allen | Community Development Director | City of Jonesboro, GA**  
 tel: [770-478-3800](tel:770-478-3800) | cell: [770-570-2977](tel:770-570-2977) | [dallen@jonesboroga.com](mailto:dallen@jonesboroga.com) |  
 124 North Avenue | Jonesboro, Georgia 30236 | [www.jonesboroga.com](http://www.jonesboroga.com)  
[Like Us On Facebook](#) [Like Us on Twitter](#)

Attachment: Letter of Explanation (1715 : 172 North Avenue Pet Grooming)



CITY OF JONESBORO, GEORGIA COUNCIL  
**Agenda Item Summary**

Agenda Item #

12.3

- 3

COUNCIL MEETING DATE  
September 14, 2020

Requesting Agency (Initiator)

Office of the City Manager

Sponsor(s)

Community Development Director Allen

**Requested Action** (Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)

Council to consider Conditional Use Permit Application 20-CU-010 for a wellness center offering massage, Reiki, and facials, by the Downtown Development Authority, property owner, and Regina Richardson, applicant, for property at 166 South Main Street (Parcel No. 05241B B010), Jonesboro, Georgia 30236.

**Requirement for Board Action** (Cite specific Council policy, statute or code requirement)

Section 86-103 H2 Historic District Standards; Additional Conditional Uses, Article XVII, Sec. 86-533

**Is this Item Goal Related?** (If yes, describe how this action meets the specific Board Focus Area or Goal)

Yes Economic Development, Community Planning, Neighborhood and Business Revitalization

**Summary & Background**

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)

Agency recommendation – **Approval of Conditional Use application**; Recently, 166 South Main Street (next to the Jonesboro Police Department) was purchased by the City of Jonesboro Downtown Development Authority for use as a business rental. The building then went through some minor exterior repairs and was repainted. The property has parking on the southern side and the back (west side). The property is zoned H-2 Historic District.

In August, the applicant completed a zoning verification form for a “wellness center”, for massage therapy, Reiki, and facials. (Reiki is a healing technique based on the principle that the therapist can channel energy into the patient by means of touch, to activate the natural healing processes of the patient's body and restore physical and emotional well-being.) The Table of Uses requires a conditional use permit for this particular kind of use, with the following conditions:

*Sec. 86-533. NAICS 812199 – Massage Therapy, State Licensed Only*

*The following conditions are assigned in the H-1, H-2, O&I, M-X and C-1 districts:*

*(1) Off-street parking and/or drop-off space adequate to meet the needs of the proposed facility shall be provided.*

*(2) All individuals performing massage therapy must be licensed by the State of Georgia.*

- The State license of the person that will do the massage is enclosed in the agenda packet.  
**Nikki Fisher, License Number MT010401**
- The closest parking category for this type of use is *personal service establishments such as barber shops and hair salons shall provide two spaces per customer station* (Section 86-410(16)).  
**The rear parking has approximately 14 spaces and the side parking has two spaces, for a total of 16 parking spaces available for customers and employees. With 3 to 4 customer stations inside the business, a maximum of 8 spaces are required, also giving room for employee parking.**

**If approved, this would be the first renter in the DDA owned property. The use would not be too active for nearby residential areas, in terms of noise. There would be no walk-in traffic, and the business would be closed on Sundays and after 6 pm other days of the week. State licensing would need to be kept current.**

**FOLLOW-UP APPROVAL ACTION (City Clerk)**

Typed Name and Title

Ricky L. Clark, City Manager

Date

September, 14, 2020

Signature

City Clerk's Office

**Fiscal Impact***(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)*

Private Funds

**Exhibits Attached** *(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)*

- Application
- Zoning Info
- Letter of Explanation
- Site Pictures
- State License
- Conditional Use - 166 South Main Street Wellness Center - Legal Notice
- Zoning Signs
- Acceptance Letter

**Staff Recommendation** *(Type Name, Title, Agency and Phone)***Approval**





**CITY OF JONESBORO**  
 124 North Avenue  
 Jonesboro, Georgia 30236  
 City Hall: (770) 478-3800  
 Fax: (770) 478-3775  
 www.jonesboroga.com

## CONDITIONAL USE PERMIT APPLICATION

ATTACH ADDITIONAL PAGES IF NECESSARY. ALL ATTACHMENTS MUST BE NUMBERED. INDICATE THE PAGE NUMBER OF ATTACHMENT IN THE SPACES PROVIDED FOR EACH RELEVANT ANSWER.

ANY MISSTATEMENT OR CONCEALMENT OF FACT IN THIS APPLICATION SHALL BE GROUNDS FOR REVOCATION OF THE LICENSE ISSUED AND SHALL MAKE THE APPLICANT LIABLE TO PROSECUTION FOR PERJURY. PLEASE DO NOT LEAVE ANY AREAS UNANSWERED.

**APPLICATION FEE: \$700.00 (Non-Refundable).**

Date of Application: 8-5-2020

### Property Owner Authorization

I (We) Downtown Development Authority the

owner(s) of the following property located at: 1166 S. Main St  
Jonesboro GA 30236

Tax Parcel Number: 05241B B016 Size of Property: 0.82 AC.

Located in Zoning District H-2 HISTORIC DISTRICT hereby request permission for a conditional use for the above described property under the Zoning Ordinance zoned for the following purposes:

Wellness Center offering Reiki, Massage & facials.

Attachment: Application (1714 : 166 South Main Street Wellness Lounge)

## Property Owner Information

Name: Downtown Development Authority  
 Mailing Address: 124 NORTH AVE.  
 City: JONESBORO State: GA Zip: 30236  
 Phone: (Day) \_\_\_\_\_ (Evening) \_\_\_\_\_

## Applicant's Information

(If Different from Owner's Information)

Name: Regina Richardson / OM Wellness Lounge  
 Mailing Address: 1743 Jarrard Ave  
 City: Jonesboro State: GA Zip: 30236  
 Phone: (Day) 6787546239 (Evening) \_\_\_\_\_

## Jonesboro Property Information

Existing Uses and Structures: G. OFFICE / RESIDENCE  
 Property address: 166 S. Main  
 Surrounding Uses and Structures: (See Official Zoning Map): OFFICE / INSTITUTIONAL  
 Surrounding Zoning:  
 North: H2 South: H2 East: H2 West: R2  
 Details of Proposed Use: Facials & Massage  
 Public Utilities: CCWA, GA. POWER, ATLANTA GAS LIGHT  
 Access, Traffic and Parking: YES  
 Special Physical Characteristics: CEMENTARY MARKER AT BACK

Attachment: Application (1714 : 166 South Main Street Wellness Lounge)

The City may require submission of additional information as may be useful in understanding the proposed use and development of the property.

I HEREBY CERTIFY THAT THE ABOVE INFORMATION AND ALL ATTACHED INFORMATION IS TRUE AND CORRECT:

Date:

8-7-2020

Signed:

*[Signature]*

Notary:

*[Signature]*



**FOR OFFICE USE ONLY:**

Date Received:

8-07-2020

Received By:

*[Signature]*

Fee Amount Enclosed: \$

100.00

Public Notice Sign Posted (Date) \_\_\_\_\_

Legal Ad Submitted (Date) \_\_\_\_\_

Legal Ad Published (Date) \_\_\_\_\_

Date Approved: \_\_\_\_/\_\_\_\_/20\_\_\_\_

Date Denied \_\_\_\_/\_\_\_\_/20\_\_\_\_

Permit Issued \_\_\_\_/\_\_\_\_/20\_\_\_\_

Comment:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attachment: Application (1714 : 166 South Main Street Wellness Lounge)



## PROPERTY OWNER'S AUTHORIZATION

The undersigned below, or as attached, is the owner of the property which is subject of this application. The undersigned does duly authorize the applicant named below to act as applicant in the pursuit of an amendment to the property.

I swear that I am the owner of the property which is the subject matter of the attached application, as it is shown in the records of Clayton County, Georgia.

I hereby depose and say that all above statements and attached statements and/or exhibits submitted are true and correct, to the best of knowledge and belief.

**PROPERTY OWNER:**

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
SIGNATURE/DATE

**APPLICANT:**

Regina Richardson  
PRINT NAME

\_\_\_\_\_  
SIGNATURE/DATE

**NOTARY:**

\_\_\_\_\_  
SIGNATURE/DATE



Attachment: Application (1714 : 166 South Main Street Wellness Lounge)



**CITY OF JONESBORO**  
 124 North Avenue  
 Jonesboro, Georgia 30236  
 City Hall: (770) 478-3800  
 Fax: (770) 478-3775  
 www.jonesboroga.com

MARIA

## ZONING VERIFICATION REQUEST

### Important Notice:

BEFORE leasing, purchasing, or otherwise committing to a property you are **STRONGLY ADVISED** to confirm that the zoning and physical layout of the building and site are appropriate for the business use intended and will comply with the City's Zoning Ordinance. This includes having a clear understanding of any code restrictions, limitations or architectural guidelines that may impact your operation and any building and site modifications that may be necessary to open your business. This document does not authorize a business to conduct business without an Occupational Tax Certificate. This could result in closure and/or ticketing.

### Applicant's Information

Name of Applicant: Regina Richardson  
 Name of Business: Om Wellness Lounge  
 Property's Address: 166 S Main  
 Email Address: regina@omwellnesslounge.com  
 Phone: (Day): 678-754-6239 (Evening): \_\_\_\_\_

### Property Information

Current Use of Property: \_\_\_\_\_  
 Proposed Use of Property (Please provide in great detail the intended use of the property):  
Admin & Wellness Center - massage, aesthetics & healing  
arts (Reiki)

Applicant's Signature: [Signature] Date: 8/3/2020

### FOR OFFICE USE ONLY:

Current Zoning: H-2 NAICS Code: 812199  
 Required Zoning: H-1, H-2, H-1.5, H-2, C1, C2 Conditional Use Needed? Yes Yes or No No

Comments: MASSAGE THERAPY REQUIRES CONDITIONAL USE PERMIT.  
MUST COMPLY WITH SEC 86-533  
 Zoning Official Signature: [Signature] Date: 8/3/20

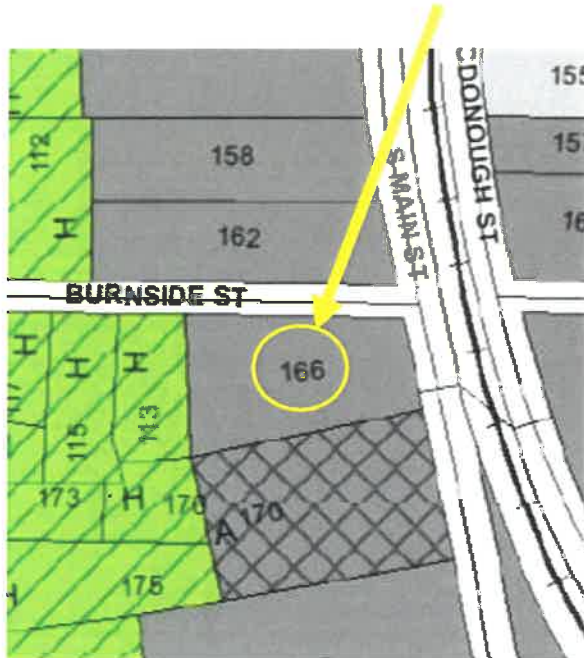
Attachment: Zoning Info (1714 : 166 South Main Street Wellness Lounge)

Applicant – Regina Richardson  
 Name of Business – OM Wellness Lounge  
 Address - 166 South Main Street  
 Zoning District – H2  
 NAICS – 812199

**Proposed Use: Wellness Center (Massage, Reiki Healing Arts)**

Use is permitted "by right" in the district indicated = P; Use is permitted as a conditional use (section indicated) = C; Use is not permitted = N

NAICS Code	USES	R-2	R-4	R-C	R-A	RM	H-1	H-2	O&I	MX	C-1	C-2	M-1	Code Section
812199	Massage Therapy, State Licensed Only	N	N	N	N	N	C	C	C	C	C	N	N	Sec. 86-109 ©(5); 86-533



**Sec. 86-533. NAICS 812199 – Massage Therapy, State Licensed Only**

The following conditions are assigned in the H-1, H-2, O&I, M-X and C-1 districts:

- (1) Off-street parking and/or drop-off space adequate to meet the needs of the proposed facility shall be provided.
- (2) All individuals performing massage therapy must be licensed by the State of Georgia.

David D. Allen, Zoning Administrator / Community Development Director  
 August 3, 2020

Attachment: Zoning Info (1714 : 166 South Main Street Wellness Lounge)



September 1, 2020

Regina Richardson  
166 S Main Street  
Jonesboro, GA 30236

To Whom It May Concern

Om Wellness Lounges hours of operation are Monday-Friday 8am-6pm and Saturday 8am-4pm. The facility will be closed on Sundays. All clients must make appointments and no walk ins are permitted. There will be three-four employees one licensed massage therapist and one Esthetician also my Office manager and their assistant will also be on location. We will also offer healing arts therapy such at Reiki attunements, a non invasive healing treatment provided my a trained massage therapist/Reiki master. The following is an example of the history and explanation.

## Reiki

Reiki (pronounced Ray-Key) is an ancient hands-on healing art designed to create a deeply meditative and healing experience for body, mind and spirit. It is an art that was re-discovered by Dr. Mikao Usui in Japan in the early 1900s and is passed from Master to student with the intent to bring Universal healing energy into the body for deep relaxation and a sense of well-being. In Japan, the energy is termed Ki and it's from this word that Reiki is named. In the life force energy of Reiki, the person who is attuned as a Reiki healer has had the body's energy channels opened and cleared of obstructions by Reiki attunements.

## What happens in an Reiki session?

One receives Reiki fully clothed through a series of gentle, yet powerful hand placements on the body, at various points from head to toe. Tension, stress and discomfort can melt away under the warm, nurturing touch of a Reiki Practitioner.

In a crystal Reiki session, rare crystals from all over the world help to amplify the Reiki to create balance and promote healing in the body. Every session is different and curated for the individual but can include the laying on of stones, crystal grids or guiding the flow of energy with crystals.

Warm Regards  
Regina Richardson  
Owner-Operator  
Om Wellness Lounge Inc.

Attachment: Letter of Explanation (1714 : 166 South Main Street Wellness Lounge)









Attachment: Site Pictures (1714 : 166 South Main Street Wellness Lounge)





Attachment: Site Pictures (1714 : 166 South Main Street Wellness Lounge)





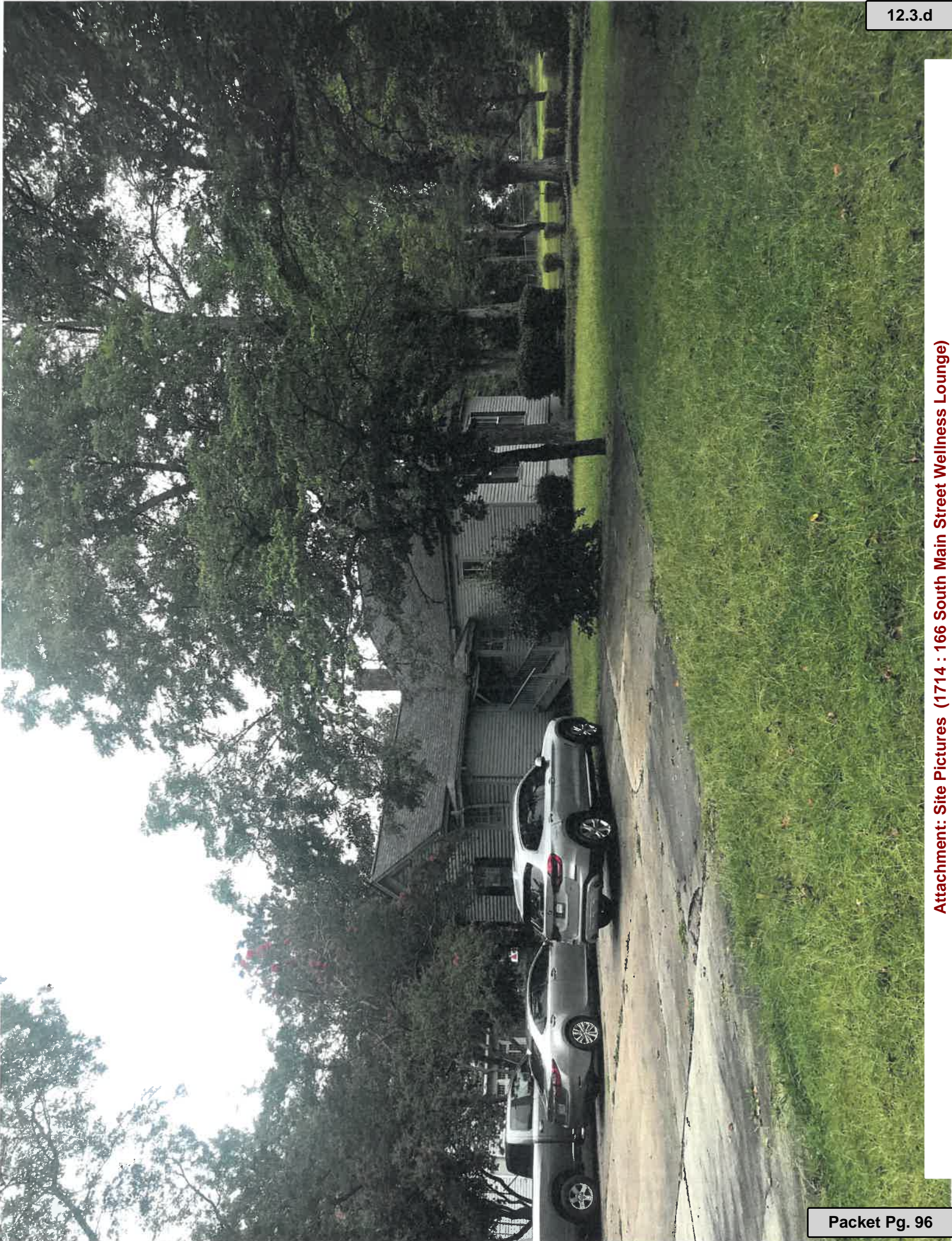
Attachment: Site Pictures (1714 : 166 South Main Street Wellness Lounge)





Attachment: Site Pictures (1714 : 166 South Main Street Wellness Lounge)





**David Allen**

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**From:** Regina Richardson <regina@omwellnesslounge.com>  
**Sent:** Tuesday, September 1, 2020 5:26 PM  
**To:** David Allen  
**Subject:** Re: Conditional Use - 166 South Main Street  
**Attachments:** joneboro letter copy.docx

I have attached a copy of the letter and Nikki Fisher's State License.

Please let me know is this what you are looking for.

Attachment: State License (1714 : 166 South Main Street Wellness Lounge)





# PROFESSIONAL LICENSING

GEORGIA SECRETARY OF STATE BRAD RAFFENSPERGER

CORPORATIONS • ELECTIONS • LICENSING • CHARITIES

## Licensee Details

### Licensee Information

**Name:** Nikki T Fisher

**Address:** 8520 Bowen Ct

Jonesboro GA 30238

### Primary Source License Information

<b>Lic #:</b> MT010401	<b>Profession:</b> Massage Therapy	<b>Type:</b> Massage Therapist
<b>Secondary:</b>	<b>Method:</b> Application	<b>Status:</b> Active
<b>Issued:</b> 4/6/2015	<b>Expires:</b> 10/31/2020	<b>Last Renewal Date:</b> 9/6/2016

### Associated Licenses

No Prerequisite Information

### Public Board Orders

Please see Documents section below for any Public Board Orders

### Other Documents

No Other Documents

Data current as of: September 2, 2020 8:48:27

This website is to be used as a primary source verification for licenses issued by the Professional Licensing Boards. Paper verifications are available for a fee. Please contact the Professional Licensing Boards at 844-753-7825.

Attachment: State License (1714 : 166 South Main Street Wellness Lounge)

### Legal Notice

Public Hearing will be held by the Mayor and Council of the City of Jonesboro at 6:00 P.M. on September 14, 2020 in the chambers of the Jonesboro Municipal Court facility, 170 South Main Street, Jonesboro, GA, to consider a Conditional Use Permit Application for a wellness center offering massage, Reiki, and facials, by the Downtown Development Authority, property owner, and Regina Richardson, applicant, for property at 166 South Main Street (Parcel No. 05241B B010), Jonesboro, Georgia 30236. Mayor & Council will first discuss the item at their Work Session also to be held on September 14, 2020 at 6 pm.

David Allen  
Community Development Director

Publish 8/19/20





**CITY OF JONESBORO, GEORGIA**  
PUBLIC HEARING FOR:  
**Conditional Use Permit for WELLNESS**  
CENTER (MASSAGE THERAPY, FACIALS) BY THE JONESBORO  
DEVELOPMENT AUTHORITY AND REGINA RICHARDSON FOR PROPERTY  
AT 166 SOUTH MAIN STREET (PARCEL 052418 B016)  
JONESBORO, GA 30236  
**LOCATION**  
170 SOUTH MAIN STREET, JONESBORO, GEORGIA 30236  
DATE: 9-14-20 TIME: 6:00 PM  
FOR MORE INFORMATION, PLEASE CONTACT CITY HALL AT 770-478-3800



# CITY OF JONESBORO, GEORGIA

PUBLIC HEARING FOR:

Conditional Use Permit for WELLNESS  
CENTER (MASSAGE THERAPY, FACIALS) BY THE JONESBORO  
DEVELOPMENT AUTHORITY AND REGINA RICHARDSON FOR PROPERTY  
AT 166 SOUTH MAIN STREET (PARCEL 052418 B010)  
JONESBORO, GA. 30236

## LOCATION

166 SOUTH MAIN STREET, JONESBORO, GEORGIA 30236

DATE: 9-14-20 TIME: 6:00 P.M.

FOR MORE INFORMATION, PLEASE CONTACT CITY HALL AT 770-478-3800





## MEMORANDUM

**To:** Regina Richardson  
OM Wellness Lounge  
1743 Jarrard Avenue  
Jonesboro, GA 30236

**From:** David D. Allen  
City of Jonesboro  
124 North Avenue  
Jonesboro, GA 30236

**Date:** August 24, 2020

**Re:** Notification of Request for Conditional Use – Wellness Center, 166 South Main Street; Tax Map Parcel No. 05241B B010

---

Dear Applicant,

This letter is to serve as notification that the City of Jonesboro has received your request for the following requested conditional use for the above referenced property:

- Wellness Center (Massage Therapy, Reiki, Facials)

A combined Work Session / Public Hearing has been scheduled for Monday, September 14, 2020 at 6:00 p.m. before the Jonesboro Mayor and City Council to consider the request as described above. The meeting will be conducted in the chambers of the Jonesboro Municipal Court facility, 170 South Main Street, Jonesboro, Ga. If you have any questions, please do not hesitate to contact me at 770-570-2977 or at [dallen@jonesboroga.com](mailto:dallen@jonesboroga.com).

Sincerely,

David D. Allen  
Community Development Director / Zoning Administrator

**Cc:** Jonesboro Downtown Development Authority  
124 North Avenue  
Jonesboro, Ga. 30236

Attachment: Acceptance Letter (1714 : 166 South Main Street Wellness Lounge)



CITY OF JONESBORO, GEORGIA COUNCIL  
**Agenda Item Summary**

Agenda Item #

12.4

- 4

COUNCIL MEETING DATE  
September 14, 2020

Requesting Agency (Initiator)

Public Works

Sponsor(s)

**Requested Action** (Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)

Council to consider approval of the replacement of two 7 ½ ton Carrier RTU gas package air conditioner units for the Police Department.

**Requirement for Board Action** (Cite specific Council policy, statute or code requirement)

Approval

**Is this Item Goal Related?** (If yes, describe how this action meets the specific Board Focus Area or Goal)

Yes Safety, Health and Wellbeing

**Summary & Background**

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)

The two current units that are there now were installed early part of 2000. The one unit that runs the Chief's office side of the top floor is completely rusted out and has been repaired many times. The other one that runs courtroom side and lobby is showing the same signs that the other one did before it finally quit for good. Replacing both of them at the same time will save money in the long run due to the crane charge of only one time and labor charges.

We put out two separate RFP'S and only received this one bid back. Wilson's Maintenance is our regular HVAC company that we use now for all our needs.

**Fiscal Impact**

(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)

\$16,500.  
00

**Exhibits Attached** (Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)

- HVAC Quote - Wilson's Maintenance
- RFP 20-001 - Replace HVAC Units for Police Department

**Staff Recommendation** (Type Name, Title, Agency and Phone)

Approval

**FOLLOW-UP APPROVAL ACTION (City Clerk)**

Typed Name and Title

Ricky L. Clark, City Manager

Date

September, 14, 2020

Signature

City Clerk's Office



Proposal prepared by : Wilson's Maintenance, Inc.  
2634 Concord Rd  
Shady Dale, GA 31085

Proposal for: City of Jonesboro  
Police Department (Chief's Office)  
Courtroom

We hereby submit specifications and estimates for replacing (2) 7 1/2 ton RTU, old equipment removed, tie new units to existing low and high voltage and duct work.

EQUIPMENT: (2) 7 1/2 ton Carrier RTU gas package units

MISC:Crane  
Labor

Start up of systems.  
1 year parts and labor warranty

We propose to furnish materials and labor-complete in accordance with above specifications for the amount of \$16,500.00

Thank you for your consideration.  
Allen Wilson  
Wilson's Maintenance, Inc.

Attachment: HVAC Quote - Wilson's Maintenance (1718 : HVAC Unit - Police Department)



**City of Jonesboro  
Office of the City Manager  
Invitation to Bid  
(Bid No. 20-0001)**

**Replacement of HVAC Units for  
Jonesboro Police Department**

**Issue Date: May 11, 2020**





**CITY OF JONESBORO  
OFFICE OF THE CITY MANAGER  
124 North Avenue  
Jonesboro, GA 30236**

**(770) 478-3800**

**FAX (770) 478-3775**

**Date Issued: May 11, 2020  
Bid Number: 20-0001**

**INVITATION FOR BIDS  
Bid -20-0001  
Replacement of HVAC Units  
at**

**Jonesboro Police Department 170 South Main Street  
Jonesboro, Georgia 30236**

**To Whom It May Concern:**

Notice is hereby given that the City of Jonesboro, Georgia proposes to let a Contract to the lowest responsive, responsible bidder, upon sealed bids, for the furnishing of all labor, tools, material, equipment and other things necessary to:

**PROVIDE ALL LABOR, TOOLS, EQUIPMENT AND MATERIALS TO REPLACE 1 HVAC UNITS  
AT THE FOLLOWING LOCATION:**

**The scope of work for each project is as follows:**

**1. Jonesboro Police Department  
Replace a total of 2 units**

Bids will be received until **2:00PM (local time), on Friday, May 29, 2020**, at the office of the **City Manager located in the City of Jonesboro City Hall, 124 North Avenue, Jonesboro, GA 30236**. Bids will then and there be publicly read aloud via Zoom Meeting in the office of the City Hall. Late bids will not be accepted. The project is described in the Scope of work provided generally as follows: **"Replace HVAC Units at the Jonesboro Police Department"**.

**SITE VISIT** Equipment at the Police Department is located on the roof and due to social distancing requirements bidders should schedule a site visit by emailing [cbrooks@jonesboroga.com](mailto:cbrooks@jonesboroga.com). Bidders should verify the equipment to be replaced. **A site visit is highly suggested. A pre-bid meeting is scheduled via zoom on May 15, 2020 at 10:00 a.m.** Those interested in participating should email [mwetherington@jonesboroga.com](mailto:mwetherington@jonesboroga.com) to join. All interested bidders should be there.

The work is to be let in one contract, and shall conform in all respects to the Specifications contained in this bid package which are available for review in the office of the City Manager of City of Jonesboro, which is also the office of the undersigned, and said specifications, general conditions are open to the inspection of the public.

**bid. Including, but not necessarily limited to, compliance with the Georgia Security and Immigration Compliance Act OCGA 13-10-90 et. seq. Contractor must complete and submit with bid, the Contractor Affidavit under OCGA 13-10-91(b)(1) included with contract documents.**

Complete sets of documents and information may be downloaded from the City of Jonesboro Website, [www.jonesboroga.com](http://www.jonesboroga.com). All questions regarding this bid must be sent via email to **Ricky L. Clark, Jr.**, at [rclark@jonesboroga.com](mailto:rclark@jonesboroga.com).

The right is reserved to the City of Jonesboro Mayor & Council to delay the award of the Contract for a period not to exceed sixty (60) days from the date of opening of bids, during which time bids shall remain open and not subject to withdrawal. The right is also reserved to the Mayor & City Council to reject any and all bids and to waive any and all technicalities or informalities. Any contract executed pursuant to this notice shall be binding upon the City of Jonesboro, as such, but will not create a liability expressed or implied, against any members of the City Council of City of Jonesboro, the City Mayor, or employee of said City, in his or her individual capacity.

Equal Opportunity Employer



**FULL BID PACKAGE MUST BE RETURNED IN SEALED PACKAGE CLEARLY MARKED SEALED  
BID or EMAILED TO: RICKY L. CLARK, JR. at: [rclark@jonesboroga.com](mailto:rclark@jonesboroga.com)**

**REPLACEMENT of HVAC UNITS AT THE POLICE  
DEPARTMENT CITY OF JONESBORO GEORGIA**

**May 29, 2020 at 2:00PM  
BID # 20-0001**

**By, Ricky L. Clark, Jr.  
CITY MANAGER**

**Attachment: RFP 20-001 - Replace HVAC Units for Police Department (1718 : HVAC Unit - Police Department)**

## **INSTRUCTIONS TO BIDDERS**

### 1.1 PROJECT LOCATION AND WORK SCHEDULE

The Work will be performed at the following location: 170 South Main Street Jonesboro, Georgia 30236

Equipment and material for the project will be stored at contractor's site, or owner designated location on site, until such time that equipment is to be installed.

### 1.2 BID SUBMISSION

- A. See Invitation to Bid for information on when and where bids will be received.
- B. Amendments to submitted Bids will be permitted when received in writing prior to bid closing and when endorsed by the same party or parties who signed and sealed the Bid.
- C. Bidders may withdraw their Bid by written request at any time before bid closing.

### 1.3 INTENT

- A. The intent of this Bid request is to obtain an offer to perform the work as described in the Invitation to Bid.

### 1.4 CONTRACT TIME

- A. Identify Contract Time in the Bid Form. The completion date in the Agreement shall be the Contract Time added to the commencement date.

### 1.5 DEFINITIONS

- A. Bidding Documents: Specifications supplemented with Invitation to Bid, Instructions to Bidders, Bid Form, and bid securities identified, if any. Bidding documents may also include additional stipulations required by City of Jonesboro included in the Invitation to Bid Package such as, but not limited to, Contractor Affidavit (E-Verify), and W-9.
- B. Contract Documents: Those items so designated in the Agreement. Only printed or hard copies of the items listed in the Agreement are Contract Documents. Approved Shop Drawings, other Contractor submittals, and the reports and drawings of subsurface and physical conditions are not Contract Documents.
- C. Bid: Executed Bid Form and required attachments submitted in accordance with these Instructions to Bidders.
- D. Bid Price: Monetary sum identified by the Bidder in the Bid Form for completion of the work as outlined in the Contract Documents.

### 1.6 BIDDING DOCUMENTS IDENTIFICATION

- A. The Bid Documents are identified as:
  - 1. Invitation to Bid with required forms
  - 2. Instructions to Bidders
  - 3. Bid Form (with supplements)
  - 4. Project specifications



## 1.7 AVAILABILITY OF DOCUMENTS

- A. Bidding Documents may be obtained as stated in Invitation to Bid.
- B. Partial sets of Bidding Documents will not be issued.
- C. Bidding Documents are made available only for the purpose of obtaining offers for this Project. Their use does not grant a license for other purposes.

## 1.8 EXAMINATION OF DOCUMENTS

- A. Upon receipt of Bidding Documents verify documents are complete. Notify Purchasing Department if documents are incomplete. Immediately notify Purchasing Department Engineer upon finding discrepancies or omissions in Bidding Documents.

## 1.9 INQUIRIES AND ADDENDA

- A. Direct questions in writing to Ricky L. Clark, Jr. at the office of the City Manager; email questions to [rclark@jonesboroga.com](mailto:rclark@jonesboroga.com) Verbal answers are not binding on any party.
- B. Submit questions no **later than 9:00 AM, May 15, 2020**, questions received after this time may or may not be addressed. Replies will be made by Addenda. Addenda may be issued at any time during bidding period. Addenda will be sent to all known Bidders and Owner. Addenda become part of the Contract Documents. Include resultant costs in the Bid Price.

## 1.10 PRODUCT SUBSTITUTIONS

- A. See Section 01000 "General Requirements" for Product substitution procedures.

## 1.11 SITE EXAMINATION

- A. Site visit is highly suggested. Location is **170 South Main Street Jonesboro, GA 30236**

## 1.12 SUBMISSION PROCEDURE

- A. Submit one copy of executed offer on Bid Forms provided, signed and sealed with required security deposit (if required) in a closed opaque envelope, clearly identified with Bidder's name, Project name, and Owner's name on the outside.

## 1.13 BID INELIGIBILITY

- A. Bids that contain irregularities of any kind may be declared unacceptable at Owner's discretion.

## 1.14 SECURITY DEPOSIT

- A. Bid Bond – None Required

## 1.15 PERFORMANCE ASSURANCE

- A. None Required

## 1.16 CONTRACTOR QUALIFICATIONS

- A. Bidders must submit the following information to qualify:
  1. List of comparable projects completed within the last 3 years to include contact information.
  2. Proof of general liability insurance policy.
    - a. The Contractor shall secure and maintain in force throughout the duration of this contract comprehensive general liability insurance with a minimum coverage of \$500,000 per occurrence and \$2,000,000 aggregate for personal injury and \$500,000 per occurrence/aggregate for property damage.
    - b. Said general liability policy shall name City of Jonesboro as an additional named insured and shall include a provision prohibiting cancellation of said policy except upon 30 days prior written notice to the Owner. Certificates of coverage as required by this section shall be delivered to the Owner within 14 days of execution of contract.

## 1.17 BID FORM SIGNATURE

- A. Sign Bid Form as follows:
  1. Sole Proprietorship: Signature of sole proprietor in the presence of a witness who will also sign. Insert the words "Sole Proprietor" under the signature. Affix seal.
  2. Partnership: Signature of all partners in the presence of a witness who will also sign. Insert the word "Partner" under each signature. Affix seal to each signature.
  3. Corporation: Signature of duly authorized signing officers in their normal signatures. Insert the officer's capacity in which the signing officer acts, under each signature. Affix the corporate seal. If the Bid is signed by officials other than the president and secretary of the company, or the president/secretary/treasurer of the company, submit a copy of the by-law resolution of their board of directors authorizing them to do so, with the Bid Form in the bid envelope.
  4. Joint Venture: Signature of each party of the joint venture under their respective seals in a manner appropriate to such party as described above, similar to requirements for Partnerships.

## 1.18 ADDITIONAL BID INFORMATION

- A. Bidders are required to complete the following Bid Form Appendices and submit with Bid.
  1. Appendix A - List of Subcontractors: Include names of all Subcontractors and portions of the Work each Subcontractor will perform.
  2. Contractor is responsible for all required permits and licenses.

## 1.19 BID OPENING

- A. Bids will be opened immediately after time for receipt of Bids. Bidders may be present, but attendance is not required.

## 1.20 DURATION OF OFFER

- A. Bids shall remain open to acceptance and shall be irrevocable for a period of 60 calendar days after bid closing date.

## 1.21 ACCEPTANCE OF OFFER

- A. The Owner reserves the right to accept or reject any or all offers.

END OF DOCUMENT

**CITY OF JONESBORO**  
**Office of the City Manager**  
**124 North Ave ,**  
**Jonesboro, GA 30224**  
**PHONE (770) 478-3800 FAX (770) 478-3775**  
**BIDDERS INFORMATION**

**Date of Bid: 05/29/2020**

**Bid Name: #20-0001 Replacement of HVAC**

The undersigned agrees, if this bid is accepted within S (60) calendar days after date of opening, to furnish all supplies and/or services in strict accordance with provisions of this Invitation for Bid at the price in the BID SCHEDULE.

Time Discounts: Discounts allowed for prompt payment as follows: Discounts of less than Fifteen (15) days will not be used in determining the award of a bid but may be used when paying invoices.

\_\_\_\_\_ % Discount \_\_\_\_\_ Calendar Days net \_\_\_\_\_ (discounts will apply if Procurement Card is accepted).

Procurement Card: Will you accept the VISA Procurement Card for this order? \_\_\_\_\_

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same materials, supplies, or equipment, and is in all respects fair and without collusion or fraud. I understand that collusive bidding is a violation of State and Federal law and can result in fines, prison sentences, and Civil Damage Awards. I agree to abide by all Conditions of this bid and certify that I am authorized to sign this bid for the bidder.

This \_\_\_\_\_ Day of \_\_\_\_\_, 202\_\_\_\_\_

Prices to remain firm for Sixty (60) calendar days or \_\_\_\_\_ calendar days after date of opening. Vendor MUST initial here: \_\_\_\_\_.

Bidder Information  
(Type or Print)

Name and Mailing Address  
of where to send payments

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State Zip Code

\_\_\_\_\_  
City, State Zip Code

( ) \_\_\_\_\_  
Phone Number

( ) \_\_\_\_\_  
Phone Number

Email \_\_\_\_\_

\_\_\_\_\_  
Name and Title of Person authorized to Sign

\_\_\_\_\_  
Signature

Attachment: RFP 20-001 - Replace HVAC Units for Police Department (1718 : HVAC Unit - Police Department)



**CITY OF JONESBORO GEORGIA  
GENERAL TERMS AND CONDITIONS  
INVITATION TO BID**

**1. CHANGES:** No change will be made to this invitation except by written modification by the City Manager's Office. **Requests for interpretation or changes must be in writing,** [rclark@jonesboroga.com](mailto:rclark@jonesboroga.com) directed to the City of Jonesboro and received at least (5) Five Calendar Days prior to the time set for opening of the bids.

**2. FOB POINT:** Bid Price to include shipping, packing, crating, and unloading at address in BID INSTRUCTIONS. Title to remain with vendor until fully accepted by the City. Goods damaged or not meeting specifications will be rejected and removed at vendor's expense. Concealed damaged goods to remain the property of vendor until replaced or removed at City's direction.

**3. RISK OF LOSS:** Vendor agrees to bear all risk of loss, injury, and destruction of goods and materials ordered herein which occur prior to delivery to include concealed damage; and such loss, injury, or destruction shall not release vendor from any obligation.

**4. BID ACCEPTANCE TIME:** Bids requiring acceptance by the City in less than sixty (60) calendar days could be rejected, unless so stated on **BIDDER'S RESPONSE PAGE** and accepted by the City.

**5. BID IDENTIFICATION:** All bids submitted as a result of this invitation must be identifying the Name, Bid #, Date and Time of opening.

**6. WITHDRAWAL OF BIDS:** Bids may be withdrawn by written request only, if the request is received prior to the time and date set for the opening of bids. Negligence on the part of the bidder in preparing his bid confers no right of withdrawal or modification of his bid after bid has been opened. No bid may be withdrawn for a period of Sixty (60) days after time has been called on the date of opening.

**7. BONDS:** None Required

**8. SITE INSPECTIONS:** (If Applicable) Bidders should inspect the sites to ascertain the nature and location of work and the general conditions which could affect the work of the cost thereof. The City will assume no responsibility for representations or understandings concerning conditions made by its officers or employees unless included in this Invitation for Bid. While site inspections are not a mandatory requirement to submit a proposal, vendors are urged to schedule inspections to ascertain all the requirements of this invitation.

**9. AWARD OF CONTRACT:** Award will be made to that responsible bidder whose bid, conforming to the Invitation for Bid, will be most advantageous to the City; Price and other factors considered. The City reserves the right to waive compliance by any applicant with any provision contained in this request whenever the City in its sole discretion believes such waiver is in the City's best interests. A written award, mailed (or otherwise furnished) shall be deemed to result in a binding contract without further action by either party. Contract (s), if awarded, will be on a lump sum basis **or** individual item basis, whichever is found to be in the best interest of CITY OF JONESBORO.

**9.1:** The vendor, in accepting this contract, attests that he is in compliance with the Nondiscrimination Clause contained in Section 202 of Executive Order 11246, as amended, relative to equal employment opportunity for all persons without regard to race, color, religion, sex, or national origin, and the implementing rules and prescribed by the Secretary of Labor, which is incorporated herein by reference.

**10. EXCEPTIONS TO SPECIFICATIONS:** Any award resulting from this invitation shall bind the bidder to all Terms, Conditions, and Specifications set forth in this invitation. Bidders whose bids do not conform should so note on separate page if necessary and/or on the **BID SCHEDULE**. While the City reserves the right to make an award

to a nonconforming bidder, when in the best interest of the City, such awards will not be readily made, and bidders are urged to conform to the greatest extent possible. No exceptions will be considered to have been taken by bidder unless it is properly set out as provided above. No exception will be deemed to have been taken by the City unless incorporated in an award resulting from this invitation and so stated.

**11. BID RESULTS:** Interested parties may review and/or print **BID TABULATION** @ [www.jonesboroga.com](http://www.jonesboroga.com) **24 hours after bid opening** or request a tabulation from Ricky Clark at [rclark@jonesboroga.com](mailto:rclark@jonesboroga.com).

**12. PAYMENT:** Payments will be made upon all items completed each month or completion of all work and acceptance by City on invoices submitted and approved by the proper City representative within (30) thirty- days receipt of invoice unless paragraph 14 applies. Invoices are to be submitted to: City of Jonesboro Bids, 124 North Avenue, Jonesboro, GA 30236

**12.1** Itemize all invoices in full. Mail the original invoice to the address above. A shipping or receiving ticket will be signed and a copy left with each delivery. Each invoice including receiving/shipping ticket is to include the following minimum information:

- |                               |   |
|-------------------------------|---|
| 1. Date invoice is submitted; | 5. City department;                                     |
| 2. Purchase order number;     | 6. Item(s) or service                                   |
| 3. Payment terms;             | 7. Quantity of each item or service                     |
| 4. Date of transaction;       | 8. Bid price of each item or service with any discounts |

**Invoices received with any of the required information listed above missing may not be considered as a "correct invoice". All invoices submitted will be closely monitored for accuracy. Any invoice found to be incorrect will be returned to vendor for correction.**

**12.2** Vendor must furnish delivery receipt with invoice identifying that this order has been delivered in accordance with Specifications, Quantities, and Price as set forth on the purchase order. A City of Jonesboro employee's signature must appear on the delivery receipt or invoice.

**12.3** Items on this order are exempt from Federal Excise Tax and Georgia Sales and Use Tax. . A certificate will be furnished if requested. CITY OF JONESBORO is exempt from taxes but the successful bidder shall pay all taxes required of him by law and CITY OF JONESBORO cannot exempt others from tax.

**12.4** Payment terms and provisions herein or otherwise found within the contract documents supersede all provisions of the Georgia Prompt Pay Act (House Bill 837; 13 O.C.G.A. Chapter 11 **ET. SEQ.**).

**13. INQUIRIES REGARDING PAYMENT:** All inquiries regarding payment of invoices are to be directed to Accounts Payable (770) 478-3800.

**14. DISCOUNTS:** Prompt payment discounts offered for a period of less than Fifteen (15) Days will not be considered in determining the low bidder on this invitation. However, such discounts, when offered, will be taken provided payment is made within the time specified. Time, in connection with discounts for prompt payments, will be computed from the date of acceptance of work for which payment is claimed, or the date the correct invoice is received by the City, whichever is later.

**15. EXECUTION OF CONTRACT:** Subsequent to the award, the successful bidder will be presented with a contract which may be in the form of a purchase order. Contract is to be executed within Ten (10) calendar days of "NOTICE OF AWARD" together with the required payment and performance bonds prescribed in Paragraph 7B. If the contract document is mailed, the date of presentation shall be deemed to be the postmark date. The successful bidder's proposal and this Invitation for Bid shall be incorporated into the contract, except to the extent that this invitation conflicts with the contract, in which case the provisions of the contract shall take precedent.

**16.CERTIFICATE OF INSURANCE:** Successful bidder will be required to furnish a Certificate of Liability insurance in an amount not less than Five Hundred Thousand Dollars (\$500,000.00) per occurrence to protect the City throughout the life of the contract against “**ALL RISKS**”. Coverage to include but not limited to General Liability: Comprehensive Form, Premises/Operations, Products/Completed Operations, Broad Form Property Damage, Personal Injury, and Automobile/Vehicle Liability. Worker’s compensation and Employer’s Liability are to be statutory amounts. On all contracts for vehicle repair of any kind, the successful shall provide at least Five Hundred Thousand Dollars (\$500,000.00) of Garage Liability insurance in addition to the insurance stated above. The Certificate must be furnished within Ten (10) calendar days of a “**NOTICE OF AWARD**” being issued.

**17.INCLUSION:** All items and/or services standard, expected, necessary, and/or routine to such a project as this and not actually stated in this Invitation for Bid will be the responsibility of the successful bidder to provide at no other cost to the City unless so stated on the successful bidder’s proposal as additional cost items and accepted by the City at the time of the award and/or contract.

**18.REGULATORY AGENCIES:** Successful bidder will be responsible for all required permits or license required by regulatory agency of the City, City, State, or Federal Governments. Further, successful bidder will be responsible for meeting all requirements of any regulation (s) or guideline (s) of any of the said Governments or any independent agency recognized by said Governments as publisher of any such regulation (s) or guideline (s).

**19.INDEPENDENT CONTRACTORS:** The bidder represents to CITY OF JONESBORO that he is fully experienced and properly qualified to perform the functions provided herein and that he is properly equipped, organized, and financed to perform such functions. The bidder shall finance his own operations hereunder, shall operate as an independent contractor and not as an agent of CITY OF JONESBORO and nothing contained in this Invitation for Bid or a contract resulting from same shall be construed to constitute the bidder or any of his employees, servants, agents, or subcontractors as a partner, employee, servant, or agent of the City nor shall either party have any authority to bind the other in any respect; it being intended that each shall remain an independent contractor.

**20.ASSIGNMENT OF CONTRACTUAL RIGHTS:** It is agreed that the successful bidder will not assign, transfer, convey, or otherwise dispose of a contract that results from this invitation or his right, title, or interest in or to the same, or any part thereof, without written consent of the City.

**21.STARTING TIME:** Work will commence within stated calendar days after being issued a “**NOTICE TO PROCEED**” on the project and commence in a routine, orderly manner until completion and acceptance by the City.

**22.INDEMNITY:** Successful bidder agrees, if entering into a contract as a result of this invitation, to defend, indemnify, and hold harmless the CITY OF JONESBORO from any and all courses of action or claims of damages arising out of or related to bidder’s performance or actions or those of his employees or agents, under said contract.

**23.TERMINATION:** Pursuant to O.C.G.A. 36-60-13, if applicable, any contract resulting from this Invitation for Bid, if not sooner terminated pursuant to the provisions of termination contained herein, is terminable by the Mayor & City Council of the CITY OF JONESBORO, Georgia on December 31 of each calendar year during the term of said contract, except that said contract shall be renewed automatically on such date, and without any lapse, unless positive action is taken to terminate said contract by the Board in a public meeting and such action entered in the Official Minutes of the CITY OF JONESBORO Commission.

**24.APPROPRIATION OF FUNDS:** Initial contract and any continuation contract (s) will terminate immediately and absolutely at any such time as there are no appropriated and otherwise unobligated funds available to satisfy the City’s obligations under said contract (s).

**25.CANCELLATION FOR CAUSE:** Should either party fail to comply with the Terms and Conditions of this contract, the aggrieved party must give, in writing, to the other party any complaint for non-compliance to the Terms and Conditions of this contract. The other party shall have Fifteen (15) calendar days to correct the matter. If corrected



to the satisfaction of both parties within the Fifteen (15) calendar days and stated in writing, then the contract will continue uninterrupted. Failure to correct the matter will result in termination of this contract at the end of Thirty (30) calendar days following the date of the initial letter of complaint.

**26. LIQUIDATED DAMAGES:** NONE

**27. ANTI-DISCRIMINATION CLAUSE:** "CITY OF JONESBORO does not discriminate against any person because of race, color, religion, national origin, or handicap in employment or service provided."

**28. COMMODITY STATUS:** It is understood and agreed that materials delivered shall be new, of latest design, and in first quality condition, that all bags, containers, etc., shall be new and suitable for storage; unless otherwise stated by CITY OF JONESBORO.

**29: CONTRACT ITEMS:** Items or services not listed in this contract are to be purchased according to purchasing rules and regulations of the City.

- ✓ City departments are not authorized to order any item or service not listed without satisfying said rules and regulations and having a separate purchase order issued to cover such a purchase.
- ✓ Vendors receiving contracts as a result of this invitation will be expected to consider this when accepting orders.
- \* Payment will not be made for any item not covered by this contract unless stated Purchasing Rules and Regulations have been met.

**30: CHANGES TO CONTRACT:** No change will be made to this contract except by written modification by the City Manager whose name appears on the cover page. Additional items of same brand and similar product required during the course of the contract, will be provided at like discounts to similar items on contract.

**31: LOCATION FOR DELIVERY OF GOODS OR EQUIPMENT:** Per Purchase Order, Contract or as noted below:

**32: Bid Submissions:** Complete and return all forms attached with Bid Documents.

\_\_\_ Bidder Declaration Page

\_\_\_ Certificate of Non Discrimination

\_\_\_ Certificate of Non-Collusion

\_\_\_ Drug Free Work Place Certificate

\_\_\_ Contractor Affidavit (AKA E-Verify)

\_\_\_ W-9

\_\_\_ Specification Acknowledgment

\_\_\_ Bid Page(s)

\_\_\_ Addendum Acknowledgements (If Issued)



## BIDDERS DECLARATION

The bidder understands, agrees and warrants:

- ✓ That the bidder has carefully read and fully understands the full scope of the specifications.
- ✓ That the bidder has the capability to successfully undertake and complete the responsibilities and obligations in said specifications.
- ✓ That this bid may be withdrawn by requesting such withdrawal in writing at any time prior to **2:00 PM, May 29, 2020** but may not be withdrawn after such date and time.
- ✓ That City of Jonesboro reserves the right to waive compliance by any applicant with any provision contained in this request whenever the City in its sole discretion believes such waiver is in the City's best interests
- ✓ That by submission of this quote the bidder acknowledges that City of Jonesboro has the right to make any inquiry or investigation it deems appropriate to substantiate or supplement information supplied by the bidder.
- ✓ That the accompanying bid is not the result of or affected by, any act of collusion with another person or company engaged in the same line of business or commerce, or any other fraudulent act punishable under Georgia or United States law.

BIDDER:

Company Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Name Print: \_\_\_\_\_

Signature: \_\_\_\_\_

Email: \_\_\_\_\_

Date: \_\_\_\_\_



### CERTIFICATE OF NON-DISCRIMINATION

In connection with the performance of work under this contract, the bidder agrees as follows:

The bidder agrees not to discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin, ancestry or disability. The vendor shall take affirmative action to insure that employees are treated without regard to their race, creed, color, sex, national origin, ancestry or disability. Such action shall include, but not be limited to the following: employment, upgrading, demotion, transfer, recruiting, or recruitment, advertising, lay-off or termination, rates of pay or other compensation and selection for training, including apprenticeship.

In the event of the bidder's non-compliance with this non-discrimination clause, the contract may be canceled or terminated by City of Jonesboro City Council. The bidder may be declared, by City of Jonesboro, ineligible for further contracts with City of Jonesboro until satisfactory proof of intent to comply shall be made by the vendor.

The bidder agrees to include this non-discrimination clause in any sub-contracts connected with the performance of this agreement.

BIDDER \_\_\_\_\_

SIGNATURE \_\_\_\_\_

TITLE \_\_\_\_\_





### CERTIFICATE OF NON-COLLUSION

By responding to this solicitation, the supplier understands and agrees to the following:

1. That the submitted response constitutes an offer, which when accepted in writing by City of Jonesboro, and subject to the terms and conditions of such acceptance, will constitute a valid and binding contract between the undersigned and City of Jonesboro; and
2. That the supplier has read the specifications and requirements shown or referenced in the solicitation and that the supplier's response is made in accordance with the provisions of such specifications and requirements except as expressly stated otherwise in the supplier's response; and
3. That the supplier guarantees and certifies that all items included in the supplier's response meet or exceed any and all such stated specifications and requirements of the solicitation except as expressly stated otherwise in the supplier's response; and
4. That, if awarded a contract, the supplier will deliver goods and or services that meet or exceed the specifications and requirements of the solicitation except as expressly stated otherwise in the supplier's response, and
5. That the response submitted by the supplier shall be valid and held open for a period of one hundred and twenty (120) days (or such other time period as identified in the solicitation) from the final solicitation closing date and that the response may be held open for an additional period of time subject to the supplier's consent; and
6. That the supplier's response is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a response for the same materials, supplies, equipment, or services and is in all respects fair and without collusion or fraud. The supplier understands and agrees that collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards; and
7. That the provisions of the Official Code of Georgia Annotated, Sections 36-91 have not been violated and will not be violated in any respect.

DO NOT MODIFY THE BID/PROPOSAL CERTIFICATION TERMS IN ANY WAY. THIS FORM MUST BE COMPLETED, SIGNED AND SUBMITTED WITH YOUR RESPONSE.

Contractor's Full Legal Name: (PLEASE TYPE OR PRINT)	
Authorized Signature:	
Printed Name and Title of Person Signing:	
Date:	
Company Address:	
FAX Number:	
Email Address:	



## CITY OF JONESBORO BOARD OF COMMISSIONERS DRUG-FREE WORKPLACE CERTIFICATE

By signature on this certificate, the Vendor certifies that the provisions of O.C.G.A. Section 50-24-1 through 50-24-6 related to the “Drug-Free Workplace Act” have been complied with in full. The Vendor further certifies that:

1. A drug-free workplace will be provided for the Vendor’s employees during the performance of the contract; and
2. Each Vendor who hires a sub-Vendor to work in a drug-free workplace shall secure from that sub-vendor the following written certification: “As part of the subcontracting agreement with (Vendor’s name), (sub-Vendor’s name) certifies to the Vendor that a drug-free workplace will be provided for the sub-Vendor’s employees during the performance of this contract pursuant to O.C.G.A. Section 50-24-3(b)(7).”

By signature on this certificate, the Vendor further certifies that it will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of this contract.

Vendor: \_\_\_\_\_

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

Name Printed: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



### Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of City of Jonesboro Georgia has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

\_\_\_\_\_  
Federal Work Authorization User Identification Number

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Name of Contractor

\_\_\_\_\_  
Address of Contractor

\_\_\_\_\_  
Name of Project

\_\_\_\_\_  
CITY OF JONESBORO GEORGIA  
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.  
Executed on \_\_\_\_\_, \_\_\_\_\_ in 202\_\_ in \_\_\_\_\_ (city), \_\_\_\_\_ (state).

\_\_\_\_\_  
Signature of Authorized Officer or Agent

\_\_\_\_\_  
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME  
ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 202\_\_ .

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires:

\_\_\_\_\_  
(Notary Seal or Stamp Required)





# SAVE COMPLIANCE AFFIDAVIT

## O.C.G.A § 50-36-1(e) (2) Affidavit

By executing this affidavit under oath, as an applicant for a (n) Contract or Services, as referenced O.C.G.A. C. § 50-36-1, from the City of Rome, Georgia, the undersigned applicant verifies one of the following with respect to my application for a public benefit:

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

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

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

\_\_\_\_\_.

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of O.C.G.A. § 16-10-20, and face criminal penalties as allowed by such criminal statute.

Executed in \_\_\_\_\_(city), \_\_\_\_\_(state).

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Printed Name of Applicant

SUBSCRIBED AND SWORN

BEFORE ME ON THIS THE

\_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires:



### **Summary/Background**

Two (2) HVAC Units for the Jonesboro Police Department are due for replacement.

**Provide all labor, tools, equipment and materials necessary to replaces all units as listed in this document.**

**Bidders should provide a complete turnkey system that include, thermostatic controls similar to as is currently installed and all unit components that provide a complete operating system.**

1. At a minimum, work hours will be available from 8-5 daily
2. All building are accessible and steps should be taken to insure that work zones are clearly marked with barrier tape so that employees/visitors cannot enter the work areas.
3. The Bidders must provide the brand name, model number and technical specifications of all products being supplied as part of this bid.
4. The contractor should provide a copy of warranty information for each unit. provided.
5. The contractor should provide all technical data and maintenance information for the units to be provided.
6. Work area must be kept clean at all times.
- 7. Terms are Net 30**



## BID FORM

To: City of Jonesboro, Georgia  
124 North Avenue  
Jonesboro, Georgia 30236

Project: Replacing and installing HVAC Units for Various Buildings

Date: \_\_\_\_\_

Submitted by: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(Full Name and Address)

### 1.22 OFFER

Having examined the Place of The Work and all matters referred to in the Instructions to Bidders, Bid Documents and Contract Documents prepared by City of Jonesboro for the above mentioned project, we the undersigned, hereby offer to enter into a Contract to perform the Work for the Contract Price of:

**PROVIDE ALL LABOR, TOOLS, EQUIPMENT AND MATERIALS TO REPLACE HVAC SYSTEMS FOR VARIOUS LOCATIONS AROUND THE CITY.**

**TOTAL COST: \$ \_\_\_\_\_**

**Individual Unit cost must be entered on the Spread Sheet Provided.**

### 1.23 ACCEPTANCE

This offer shall be open to acceptance and is irrevocable for 60 days from the bid closing date. If this bid is accepted by the Owner within the time period stated above, we will:

- Execute the Agreement within fourteen (14) days of receipt of Notice of Award.
- Commence work within fourteen days after written Notice to Proceed. If this bid is accepted within the time stated, and we fail to commence the Work or we fail to provide the required Bond(s), the security deposit shall be forfeited as damages to the Owner by reason of our failure, limited in amount to the lesser of the face value of the security deposit or the difference between this bid and the bid upon which a Contract is signed.

### 1.24 CONTRACT TIME

If this bid is accepted, we will complete the Work according to the stated Work Schedule.

## 1.25 ADDENDA

The following Addenda have been received. The modifications to the Contract Documents noted therein have been considered and all costs thereto are included in the Bid Price.

Addendum #\_\_\_\_Dated \_\_\_\_\_

Addendum #\_\_\_\_Dated \_\_\_\_\_

Addendum #\_\_\_\_Dated \_\_\_\_\_

## 1.26 APPENDICES

A List of Subcontractors is appended hereto and identified as Appendix A.

## 1.27 BID FORM SIGNATURES

The Corporate Seal of

\_\_\_\_\_  
(Bidder - print the full name of your firm)

was hereunto affixed in the presence of:

\_\_\_\_\_  
(Authorized signing officer Title)

(Seal)

\_\_\_\_\_  
(Authorized signing officer Title)

(Seal)

If the bid is a joint venture or partnership, add additional forms of execution for each member of the joint venture in the appropriate form or forms as above.

Please Attach a Business Card for Contact:

Attachment: RFP 20-001 - Replace HVAC Units for Police Department (1718 : HVAC Unit - Police Department)

CURRENTLY INSTALLED	TYPE INSTALLED	BRAND & MODEL NUMBER BIDDING	TONAGE	PRICE
Jonesboro Police Department				
Carrier RTU	GAS PACKAGE		7 1/2	\$
Carrier RTU	GAS PACKAGE		7 1/2	\$

TOTAL BID PRICE: \$ \_\_\_\_\_

EXPECTED INTSALLATION DATE: \_\_\_\_\_

Attachment: RFP 20-001 - Replace HVAC Units for Police Department (1718 : HVAC Unit - Police Department)



APPENDIX A - LIST OF SUBCONTRACTORS


The following is the list of Subcontractors referenced in the Bid Form submitted by:

(Bidder) \_\_\_\_\_

Dated \_\_\_\_\_ and which is an integral part of the Bid Form.

The following work will be performed (or provided) by Subcontractors and coordinated by us:

WORK SUBJECT	NAME

	<b>CITY OF JONESBORO, GEORGIA COUNCIL</b> <b>Agenda Item Summary</b>	<b>Agenda Item #</b> <span style="background-color: #cccccc; padding: 2px 5px;"><b>12.5</b></span> <span style="color: red;">- 5</span>
		<b>COUNCIL MEETING DATE</b> September 14, 2020
<b>Requesting Agency (Initiator)</b> Office of the City Manager	<b>Sponsor(s)</b>	
<b>Requested Action</b> <i>(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)</i> Council to consider Fee Waiver and Partnership Request for a Unity Day event to be held at Lee Street Park on September 19, 2020 for the purpose of promoting the Census.		
<b>Requirement for Board Action</b> <i>(Cite specific Council policy, statute or code requirement)</i>		
<b>Is this Item Goal Related?</b> <i>(If yes, describe how this action meets the specific Board Focus Area or Goal)</i> <b>Yes</b> <span style="margin-left: 50px;"><b>Community Planning, Neighborhood and Business Revitalization</b></span>		
<b>Summary &amp; Background</b> <span style="float: right; font-size: small;"><i>(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)</i></span> <p>In recent weeks, City Staff has been in communication with Debra Antney and her team regarding a possible partnership event to help promote participation in the Census. Mrs. Antney is seeking to utilize the Park on September 19, 2020 from 10:00 a.m. until 5:00 p.m. for an event to promote participation in the Census and to give away shoes and food to those that attend.</p> <p>As many of you may recall, we initially had a "Census Day" event planned for April 1<sup>st</sup> in partnership with Slutty Vegan. Due to the unforeseen pandemic caused by COVID-19, we were forced to cancel. This event will allow us the opportunity to increase participation in the Census. If approved, we will enlist the assistance of the County Census Team to provide electronic devices necessary for completion.</p> <p>The organization is also looking to provide COVID testing once details are worked out.</p> <p>The last day for completion of the census is September 30<sup>th</sup> and we are still under 60% participation.</p> <p>The Organization has advised that they will provide a \$2M dollar certificate of liability insurance listing the City of Jonesboro as additional insured.</p>		
<b>Fiscal Impact</b> <span style="float: right; font-size: small;"><i>(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)</i></span>		
<b>Exhibits Attached</b> <i>(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)</i> <ul style="list-style-type: none"> <li>Lee Street Park - Unity Day Event 09192020</li> </ul>		
<b>Staff Recommendation</b> <i>(Type Name, Title, Agency and Phone)</i> <b>Approval</b>		

FOLLOW-UP APPROVAL ACTION (City Clerk)		
<b>Typed Name and Title</b> Ricky L. Clark, City Manager	<b>Date</b> September, 14, 2020	
<b>Signature</b>	<b>City Clerk's Office</b>	



# CITY OF JONESBORO

124 North Avenue  
Jonesboro, Georgia 30236  
[www.jonesboroqa.com](http://www.jonesboroqa.com)

## APPLICATION FOR USE OF LEE STREET PARK

"OFFICE OF THE CITY MANAGER"

- ✓ Please print legibly or type and fill out form completely.
- ✓ Submit application and pay all fees at least 30 days prior to use.
- ✓ Make payment by Credit Card, Cash or Cashier's Check payable to *City of Jonesboro*.
- ✓ If applicable, attach a copy of the Certificate of Liability naming the City as an additional Insured, Temporary Sales License, Liquor Liability Insurance, Food Handlers Permit.

### Area(s) Requested (Please Check)

Large      Amphitheater  
Small      Amphitheater  
Market Area      \_\_\_\_\_  
Pavilion      \_\_\_\_\_

### APPLICANT INFORMATION

Organization Name (If Applicable) Debra Antney c/o NI RIP	Person Responsible for Reservation Debra Antney
Address: 120 Bay Berry Hills	Home Phone #: _____ Other Phone #: _____
City/Zip Code: McDonough, GA 30253	Email Address: Debraantneyceo@gmail.com

### RESERVATION INFORMATION

Day of Week (circle): M   T   W   TH   F   **S**   SU      REQUESTED DATE: Saturday September 19, 2020

Reservation - START TIME: 10:00 am AM/PM (including set-up)      END TIME: 5:00 pm AM/PM (Including clean-up)

Event Name: Unity Day      Total Expected Attendance: \_\_\_\_\_

Contact Person on Day of Event: Dera Antney      Contact # on Day of Event: 678-357-2715

Type of Activity:

☐ Birthday Party    ☐ Company Picnic    ☐ Concert    ☐ Fundraiser    ☐ Wedding    ☐ Other \_\_\_\_\_

This event will be: (check all that apply)

☐ Closed to the public/invited guest only    ☐ Open to the public    ☐ Generating Sales (i.e. admission fees, concessions, or entry fees)

☐ Use of Electricity

Please indicate any other special assistance from our Public Works Department you will need (ex. Extra garbage receptacles, etc.):

Garbage Bins, Tables, Electrical, chairs

\_\_\_\_\_

\_\_\_\_\_

Attachment: Lee Street Park - Unity Day Event 09192020 (1720 : Lee Street Park Rental - Unity Day)



Are there any entertainment features related to your event? ☒ No ☐ Yes\*

\* Number of Performers: \_\_\_\_\_ Performer Name(s) \_\_\_\_\_ Performance Type: \_\_\_\_\_

Will sound amplification be used? ☐ No ☒ Yes\*

\* Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_ Describe Sound equipment used: \_\_\_\_\_

Will you be erecting and using any tents or other temporary equipment? ☐ No ☒ Yes\*

\*Describe Equipment used: \_\_\_\_\_

Will you request any street closures or alterations? ☒ No ☐ Yes\* (Time of Closure or Alteration: \_\_\_\_\_ AM/PM to \_\_\_\_\_ AM/PM)

\*Location/Affected Street: \_\_\_\_\_

Does your event involve the use of alcoholic beverages? ☐ No ☒ Yes\*

\*Please check all that apply: ☐ Free/Host Alcohol ☐ Alcohol Sales ☐ Host & Sales ☐ Beer ☐ Wine

Provide the name of the licensed bartender/caterer to serve the alcoholic beverages.

\*Name of Caterer/Licensed Bartender: \_\_\_\_\_ Liquor License #: \_\_\_\_\_

*If your event includes the use of alcohol on City Property, Host Liquor Liability Insurance of at least \$1,000,000 per occurrence is required. For alcohol sales, you must also obtain a City of Jonesboro Temporary Sales License and an approved City Alcohol Permit. To serve alcohol, you must also obtain an approved City Alcohol Permit.*

Will Food and/or refreshments be served? ☐ No ☐ Yes\* (Not sure)

\*What type of food and/or refreshments will be served? \_\_\_\_\_

Will you be hiring a caterer to serve food? ☐ No ☐ Yes\*

\*Caterer Name: \_\_\_\_\_ Address: \_\_\_\_\_ Contact #: \_\_\_\_\_

Will food and/or refreshments be sold? ☐ No ☐ Yes\*

\*What type of food and/or refreshments will be sold? \_\_\_\_\_

Who will prepare the food being served? ☐ Caterer\* ☐ Other: \_\_\_\_\_

\*Does the caterer have a current Food Handlers Permit? ☐ No ☐ Yes

#### FOR OFFICE USE ONLY

A copy of the following supplement documents are required:

<input type="checkbox"/> Proof of Liability Insurance -	Due Date: _____	Received On: _____
<input type="checkbox"/> Proof of Host Liquor Liability Insurance -	Due Date: _____	Received On: _____
<input type="checkbox"/> City Approved Alcohol Permit -	Due Date: _____	Received On: _____
<input type="checkbox"/> Jonesboro Temporary Sales License -	Due Date: _____	Received On: _____
<input type="checkbox"/> Current Food Handlers Permit -	Due Date: _____	Received On: _____

NOTE: All required documents must be submitted to the City at least 30 days prior to reservation date for the reservation to be confirmed.

## FOR OFFICE USE ONLY

Fee Computation: *Office Use Only*

Refundable Deposit: \$ \_\_\_\_\_

Cleaning Fee: \$ \_\_\_\_\_

Security Fee: \$ \_\_\_\_\_

Amphitheatre: \_\_\_\_\_ hrs. @ \$ \_\_\_\_\_ per hour: \$ \_\_\_\_\_

Small Amph.: \_\_\_\_\_ hrs. @ \$ \_\_\_\_\_ per hour: \$ \_\_\_\_\_

Pavilion: \_\_\_\_\_ hrs. @ \$ \_\_\_\_\_ per hour: \$ \_\_\_\_\_

Market Area : \_\_\_\_\_ hrs. @ \$ \_\_\_\_\_ per hour: \$ \_\_\_\_\_

Other \_\_\_\_\_ : \$ \_\_\_\_\_

**Total Amount Due: \$ \_\_\_\_\_**Payment Information: *Office Use Only*☐ Cash ☐ Check # \_\_\_\_\_ ☐ Visa ☐ M/C ☐ Discover

Cardholders Name: \_\_\_\_\_

Card Number: \_\_\_\_\_ Expires: \_\_\_\_\_

☐ Refundable Deposit paid on: \_\_\_\_\_☐ Remaining amount of \$ \_\_\_\_\_ is due by: \_\_\_\_\_☐ All Fees paid on: \_\_\_\_\_

I have evaluated the application and in accordance with the City of Jonesboro's policies, this application is:

☐ Approved for use☐ Denied for Use

Comments/Notes: \_\_\_\_\_

Authorized by : \_\_\_\_\_ Title: \_\_\_\_\_ Date of Approval: \_\_\_\_\_

Attachment: Lee Street Park - Unity Day Event 09192020 (1720 : Lee Street Park Rental - Unity Day)

# LEE STREET PARK AMPHITHEATRE / PAVILION RENTAL PACKET

"OFFICE OF THE CITY MANAGER"

## STATEMENT OF USER RESPONSIBILITY

For Lee Street Park Rental

### PARK USE

**In consideration for the use of the City of Jonesboro Park Areas and Facilities, all users agree to the following:**

1. The user assumes entire responsibility and liability for losses, damages and claims arising out injury or damage to the user's display, equipment and other property brought onto the premises of the City facility reserved and shall indemnify and hold harmless the City from any and all such losses, damages and claims arising out of such use.
2. Any group sponsoring or using a City-owned facility assumes all liability for any accidents that occur during the scheduled reservation time of the facility.
3. The user shall be responsible for the conduct of the participants attending the activity/event, with regard to the control and containment of litter, and for any damage to the premises beyond ordinary wear and tear.
4. Amplified music or other amplified sound is not allowed to be played at a volume that causes a nuisance for the area. No sound shall be permissible after 10:30 pm.
5. The user shall conduct all activities on the premises in accordance with any applicable federal, state, or local laws, ordinances and rules, including all park regulations, and shall comply with the requirements stated in the "Lee Street Park Amphitheater Rental Packet."
6. If approval is granted to the user to bring in any special portable devices (i.e., Bounce House) for use in conjunction with the reservation, the reserving party must submit a letter releasing the City of liability and must also post a sign at the device during the reservation time that the device is not the City's and the City is not responsible. However, if your event consists of more than 100 people, the authorized user shall submit a Certificate of Liability insurance in the amount of at least \$1,000,000 per occurrence, naming the City of Jonesboro as an additional insured, no later than 30 days prior to the event.
7. It is unlawful for any person to use fireworks, firecrackers, explosives of any kind in any park.
8. The park rules require that you promptly remove any dog waste deposited on public or private property.
9. The park rules require that all dogs be leashed and barking must not become a nuisance.
10. No motorized vehicles are allowed in the park except in areas approved for such use.
11. No person may move any City owned equipment and/or supplies without written permission from the Director of Public Works.

The undersigned hereby makes application to the City of Jonesboro for use of the facility described above and certifies that the information given in the application is correct. The undersigned further states that he/she has the authority to make this application for the applicant and agrees that the applicant will observe the rules/regulations & policies/procedures of the City of Jonesboro. The applicant agrees to exercise the utmost care in the use of the premises and property and to defend and hold the City of Jonesboro harmless from all liability resulting from the use of said facilities. The applicant further agrees to reimburse the City of Jonesboro for any damage arising from the applicant's use of said facilities. The applicant signing this agreement will be considered the responsible party in case of damage, theft, or disturbances during the usage period. Applicant further agrees to pay any and all court costs, attorney fees and other fees related to the collection of damages for said facility including insufficient funds payment, stop payment or any other refusal to pay.

I have read, understand, and accept all procedures and regulations placed upon me for the rental of the listed rental location. I further acknowledge that I am 21 years of age or older and I understand that failure to comply with the established facility use guidelines (and within the established time frames), puts my meeting or event at risk of cancellation.

Debra Antney \_\_\_\_\_ (Print Name) \_\_\_\_\_ (Sign Name) \_\_\_\_\_ (Date)

\_\_\_\_\_  
(Notary Public)





**CITY OF JONESBORO, GEORGIA COUNCIL**  
**Agenda Item Summary**

**Agenda Item #**

**12.6**

**- 6**

**COUNCIL MEETING DATE**  
September 14, 2020

**Requesting Agency (Initiator)**

Office of the City Manager

**Sponsor(s)**

**Requested Action** *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Council to consider approval of Special Events Permit as requested by Alfred Dixon for a March to the Polls event to be held on October 16, 2020.

**Requirement for Board Action** *(Cite specific Council policy, statute or code requirement)*

**Is this Item Goal Related?** *(If yes, describe how this action meets the specific Board Focus Area or Goal)*

**Summary & Background**

*(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)*

Staff has received the attached Special Events Application for a March to the Polls event to be held on October 16, 2020. The applicant is Alfred Dixon and the event is proposed to last from 4:00 p.m. until 7:00 p.m.

According to the application, walkers will meet at Lee Street Park at 4:00 p.m. and march to the Courthouse. The proposed route is Smith Street, Right on Main Street, Left on College Street and a Right on South McDonough .

**Fiscal Impact**

*(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)*

**Exhibits Attached** *(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)*

- Special Events Permit - March to the Polls 101620

**Staff Recommendation** *(Type Name, Title, Agency and Phone)*

**Discussion**

**FOLLOW-UP APPROVAL ACTION (City Clerk)**

**Typed Name and Title**

Ricky L. Clark, City Manager

**Date**

September, 14, 2020

**Signature**

**City Clerk's Office**



## CITY OF JONESBORO

124 North Avenue  
Jonesboro, Georgia 30236  
[www.jonesboro.org](http://www.jonesboro.org)

## APPLICATION FOR SPECIAL EVENTS

OFFICE OF THE CITY CLERK

This permit application is to be submitted to the City Clerk Officer with a clearly marked map of the event and/or route along with your Certificate of Insurance. Once reviewed, your permit will be forwarded to the Chief of Police, then to the Mayor for final approval. Please be sure to submit your paperwork to allow time for this process.

Certificate of Insurance requirement: General Liability/Bodily Injury/Property Damage with a \$1,000,000 aggregate listing the City of Jonesboro as additional insured.

Administrative Fee - \$50.00

## Applicant Information:

Name: Alfred Dixon III Address: 190 North McDonough St.Town/State/Zip: Jonesboro, Ga 30236 Phone: 678-622-6503Email: ardixon05@gmail.com

## Organization Information:

Name: Teens4Justice, Clayton Young Dem- CCNAACP Address: 190 North McDonough St.  
Clayton High School Dems.Town/State/Zip: Jonesboro, Ga 30236 Phone: 678-622-6503Describe Activity: March to the PollsDate of Activity: October 16, 2020 Time of Activity: 4:00 pm - 7:00 pmAlfred Dixon

Signature

9-11-2020

Date

MARKING THE ROAD AND/OR SIDEWALK WITH PAINT, TAPE, ETC. IS PROHIBITED. YOU ARE RESPONSIBLE FOR PICKING UP ANY SIGNS AND/OR LITTER AFTER THE EVENT.

APPLICATION FOR A SPECIAL EVENT

**APPLICATION REQUIREMENTS**

Applicants must include full event details and clearly marked map of the event and/or route.

March to the Polls - Meet at Lee Street Park at 4:00 pm

March to the Courthouse at 4:30 pm [Route (Smith St, Right on Main St,  
Left on College St, Right on South #

**APPLICATION DEADLINE**

Applications must be delivered to the Jonesboro City Hall at least eighteen (18) days preceding the event.

This permit is issued to the representative/organization listed on this permit for the purpose indicated on this permit. This permit shall be valid for said representative/organization only during the time and dates indicated on this permit.

Date Received by City Clerk \_\_\_\_\_

\_\_\_\_\_  
**City Clerk Approval**

Date Received by Chief of Police \_\_\_\_\_

\_\_\_\_\_  
**Chief of Police Approval**

Date Received by Mayor \_\_\_\_\_

\_\_\_\_\_  
**Mayor's Approval**

Permit # \_\_\_\_\_





CITY OF JONESBORO, GEORGIA COUNCIL  
**Agenda Item Summary**

Agenda Item #

12.7

- 7

COUNCIL MEETING DATE  
September 14, 2020

**Requesting Agency (Initiator)**

Office of the City Manager

**Sponsor(s)**

**Requested Action** (Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)

Council to consider approval of mid-year Budget Amendments.

**Requirement for Board Action** (Cite specific Council policy, statute or code requirement)

Budget Amendments Require Boards Approval

**Is this Item Goal Related?** (If yes, describe how this action meets the specific Board Focus Area or Goal)

**Summary & Background**

(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)

Sandra Meyers, Finance Officer has prepared the attached mid-year budget amendments.

**Fiscal Impact**

(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)

**Exhibits Attached** (Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)

- Mid-Year Budget Amendments - Sandra
- 2020 General Fund Budget Amendments 091220

**Staff Recommendation** (Type Name, Title, Agency and Phone)

A

**FOLLOW-UP APPROVAL ACTION (City Clerk)**

**Typed Name and Title**

Ricky L. Clark, City Manager

**Date**

September, 14, 2020

**Signature**

City Clerk's Office

**CITY OF JONESBORO  
FY 2020 BUDGET AMENDMENT**

Amendment Number

**DEPARTMENT:** Public Works Budget Amendment - CDBG **DATE:** 08/31/20

**FUND:** 100

Revenues	Account Number	Account Name	Original Budget	Amended Budget	Net Change
100	33.4350	CDBG State Grant	\$500,000.00	\$953,106.00	\$453,106.00
					\$453,106.00

Expense	Account Number	Account Name	Original Budget	Amended Budget	Total Change
4100	54.1200	Site Improvements	\$0.00	\$731,879.00	\$731,879.00
4100	54.1405	CDBG Other Direct Expense	\$500,000.00	\$221,227.00	\$278,773.00
					\$453,106.00

**JUSTIFICATION:** Fund amounts increased with CDBG-Broad Street Project

Revenues	Account Number	Account Name	Original Budget	Amended Budget	Net Change
					\$0.00

Revenues	Account Number	Account Name	Original Budget	Amended Budget	Net Change
					\$0.00

Department Director: Ricky L. Clark, Jr.	City Manager _____	Mayor _____	City Council Meeting Date: _____	_____
Date:	Recommend Approval: Yes / No Date:	Yes / No	Action: Staff:	_____

**CITY OF JONESBORO**  
**FY 2020 BUDGET AMENDMENT**

Amendment Number

**DEPARTMENT:** Mayor & Council  
**FUND:** 100

**DATE:** 08/31/20

**BUDGET AMENDMENT**

Dept.	Account Number	Account Name		Original Budget	Amended Budget	Net Change	Remaining Budget	
1300	53.2001	Special Initiatives-Messick		\$250.00	\$0.00		\$0.00	
1300	53.2004	Special Initiatives- Sebo-Hand		\$250.00	\$0.00		\$0.00	
<b>TOTAL</b>				<b>\$500.00</b>	<b>\$0.00</b>		<b>\$0.00</b>	

**TRANSFER TO:**

Dept.	Account Number	Account Name		Original Budget	Amended Budget	Expenses to Date	Current Balance	Amended Balance
1300	53.2003	Special Initiatives - Sartor		\$250.00	\$750.00	\$673.35	-\$269.34	\$76.65
				\$250.00		\$673.35	-\$269.34	

**JUSTIFICATION:**

Department Director:	City Clerk	Mayor	City Council
Ricky L. Clark, Jr.			Meeting Date: _____
Date:	Recommend Approval: Yes / No	Recommend Approval: Yes / No	<b>Action:</b> _____
	Date:	Date:	City Clerk: _____



**CITY OF JONESBORO  
FY 2020 BUDGET AMENDMENT**

Amendment Number

**DEPARTMENT:** Code Enforcement  
**FUND:** 100

**DATE:** 08/31/20

**BUDGET AMENDMENT RECOMMENDATION**

Dept.	Account Number	Account Name	Original Budget	Amended Budget	Net Change Budget	Remaining Budget		
7450	52.2200	Repairs & Demolitions	\$2,500.00	\$1,500.00	\$1,000.00	\$1,500.00		
<b>TOTAL</b>								

**TRANSFER TO:**

Dept.	Account Number	Account Name	Transfer Amount	Original Budget	Amended Budget	Expenses to Date	Current Balance	Amended Balance
7450	53.1140	Vehicle/Equipment	\$1,000.00	\$0.00	\$1,000.00	\$558.79	-\$558.79	\$441.21
				\$0.00		\$558.79	-\$558.79	

**JUSTIFICATION:** To cover cost on equipment on truck purchased during 2020

Department Director:	City Clerk	Mayor	City Council
Date:	Recommend Approval: Yes / No Date:	Recommend Approval: Yes / No Date:	Meeting Date: _____ <b>Action:</b> _____ City Clerk:

**CITY OF JONESBORO**  
**FY 2020 REVENUE BUDGET AMENDMENT**

Amendment Number

**DEPARTMENT:** General Fund Revenue/Expense  
**FUND:** 100+

**DATE:** 08/31/20

Dept.	Account Number	Account Name	Original Budget	Amended Budget	Net Change			
0.0000	33.4110	Cares Act-Covid 19	\$0.00	\$259,749.00	\$259,749.00			
		Contribution From CCWA	\$0.00	\$250,000.00	\$250,000.00			
<b>TOTAL</b>								

Dept.	Account Number	Account Name	Original Budget	Amended Budget	Net Change			
3200	51.1100	Salaries - Police Department	1,550,000.00	\$1,809,749.00	\$259,749.00			
100	11.1122	Georgia One Fund	\$0.00	\$250,000.00	\$250,000.00			
						\$0.00	\$0.00	

**JUSTIFICATION:** Amendment to the General Fund Budget for the funds received through the Cares Act - Covid 19. The funds received from the Clayton County Water Authority will be transferred to the Georgia One Fund Account.

Department Director:	City Clerk	Mayor	<b>City Council</b>
			Meeting Date: _____
	Recommend Approval: Yes / No	Recommend Approval: Yes / No	<b>Action:</b> _____
Date:	Date:	Date:	City Clerk: _____

**CITY OF JONESBORO  
FY 2020 BUDGET AMENDMENT**

Amendment Number

DEPARTMENT: General Fund Revenue/ExpensesDATE: 08/31/20FUND: 100**Budget Amendment Revenue**

Dept.	Account Number	Account Name	Transfer Amount	Original Budget	Amended Budget	Expenses to Date	Current Balance	Amended Balance
	33.4351	CDBG Special Grant		\$0.00	\$200,000.00	\$0.00		\$200,000.0
	33.5352	CDBG Small Business Grant		\$0.00	\$200,000.00	\$0.00		\$200,000.0
<b>TOTAL</b>			.					

**Budget Amendment Expense**

Dept.	Account Number	Account Name	Transfer Amount	Original Budget	Amended Budget	Expenses to Date	Current Balance	Amended Balance
1500	63.1100	Special Grant - CDBG	\$0.00	\$0.00	\$200,000.00	\$0.00	\$0.00	\$200,000.0
1500	63.1210	Small Business Grant	\$0.00	\$0.00	\$200,000.00	\$0.00	\$0.00	\$200,000.0

**JUSTIFICATION:** This budget amendment allows for the recently acquired CDBG Funds to be amended to the General Fund Budget as a revenue and expense.

Department Director:	City Clerk	Mayor	City Council
Date:	Recommend Approval: Yes / No Date:	Recommend Approval: Yes / No Date:	Meeting Date: _____ <b>Action:</b> _____ City Clerk:

Attachment: Mid-Year Budget Amendments - Sandra (1719 : Mid Year - Budget Amendments)



	A	B	C	E	F
1	<b>General Fund Revenue</b>				
2					
3	<b>Acct#</b>	<b>Account Name</b>	<b>2020 Budget</b>	<b>Amended 2020</b>	
4	31.1000	General Property Taxes			
5	31.1100	Real Property - Current Year	311,000.00	\$400,900.00	
6	31.1110	Public Utility	13,000.00	17,900.00	
7	31.1200	Real Property Prior Years	0.00	0.00	
8	12.1300	Personal Property - Current	40,000.00	59,000.00	
9	31.1310	Motor Vehicle	11,000.00	4,000.00	
10	31.1315	TAVT Tax	70,000.00	110,000.00	
11	31.1390	Tax Sales - Other	0.00	0	
12	31.1400	Personal Property Tax Prior Years	0.00	0.00	
13	31.1600	Real Estate Intangible	2,500.00	1,500.00	
14	31.1610	Recording Transfer Tax	500.00	500.00	
15	31.1710	Electric Franchise	244,083.00	244,083.00	*
16	31.1730	Gas Franchise	20,000.00	20,000.00	*
17	31.1750	Television Cable	40,000.00	40,000.00	*
18	31.1760	Telephone Franchise	30,000.00	30,000.00	*
19	31.3100	Local Option Sales & Use Taxes	1,500,000.00	1,500,000.00	*
20	31.3190	Vacant Property Fees	130.00	130.00	*
21	31.4200	Alcoholic Beverage Excise Tax	85,000.00	85,000.00	*
22	31.4301	Alcohol Beverage Tax	40,000.00	40,000.00	*
23	31.6100	Business License Occupation Tax	325,000.00	350,000.00	
24	31.6200	Insurance Premium	350,000.00	350,000.00	
25	31.6300	Financial Institution Tax	45,000.00	48,000.00	
26	31.9110	Real Property	\$1,000.00	2,000.00	
27	31.9120	Personal Property-	100.00	300.00	
28	31.9500	FiFa	100.00	100.00	*
29	31.9600	Fee For Tax Advertising	500.00	500.00	*
30	32.1101	Alcohol Application Fee	2,500.00	500.00	
31	32.1102	Alcohol Background Check Fee	1,000.00	1,000.00	*
32	32.1103	Alcohol Identification Fee	7,000.00	7,000.00	*
33	32.1110	Beer/Wine License	32,000.00	27,000.00	
34	32.1130	Alcohol Pouring License Fee	21,000.00	23,000.00	
35	32.1140	Alcohol - Temp Consumption License	1,500.00	0.00	
36	32.2210	Zoning and Land Use Fees	8,000.00	9,000.00	
37	32.2230	Sign Permits	5,000.00	6,000.00	
38	32.3110	Certificate of Occupancy	7,000.00	5,000.00	
39	32.3120	Building Permits	55,000.00	55,000.00	*
40	32.3130	Plumbing Permits	1,500.00	8,000.00	
41	32.3140	Electrical Permits	5,000.00	7,000.00	
42	32.3150	Demolition Permit	200.00	400.00	
43	32.3160	Heating and Air Permits	3,000.00	7,000.00	
44	32.3170	Certificate of Appropriateness	500.00	500.00	*
45	32.3201	Filming Fees	500.00	0.00	
46	32.3900	Other	100.00	100.00	*
47	32.3910	Yard Sales	\$200.00	100.00	
48		<b>Total of Tax, License &amp; Fees</b>	<b>3,279,913.00</b>	<b>3,460,513.00</b>	
49					
50	33.4110	Cares Act 2020	\$0.00	259,747.00	
51	33.4350	CDBG State Grant	500,000.00	797,540.00	
52	33.0000	CDBG Grant- Small Business	\$0.00	200,000.00	
53			0.00		
54		<b>Total Intergovernmental</b>	<b>500,000.00</b>	<b>1,257,287.00</b>	
55					
56	34.1120	Probation Fees	900,000.00	200,000.00	

	A	B	C	E	F
57	34.1910	Election Qualifying Fee	0.00	0.00	
58	34.1930	Plan Review Fees	11,000.00	23,000.00	
59	34.2120	Accident Reports - Misc Other	16,000.00	10,000.00	
60	34.2902	DEA Overtime Reimbursement	17,500.00	27,000.00	
61	34.4110	Refuse Collection Charge	0.00	0.00	
62	34.5410	Parking Fee (A T & T)	14,400.00	14,400.00	*
63	34.6910	Sale of Cemetery Lots	3,000.00	3,000.00	*
64	34.6920	Bural Fees	\$500.00	300.00	
65	34.9300	Return Check Fee	100.00	100.00	*
66	34.9500	Convenience Fee	\$1,000.00	1,000.00	*
67		Charge For Services	<b>63,500.00</b>	<b>78,800.00</b>	
68					
69	35.1170	Municipal Court Fee	<b>500,000.00</b>	<b>700,000.00</b>	
70	Total Fines & Forfeitures				
71		Investment Income			
72	36.1020	Interest Revenues-Cemetery	100.00	0.00	
73	36.1030	Interest Ga. One Fund	15,000.00	10,000.00	
74	36.1050	Interest Revenues-Payroll	30.00	0.00	
75	36.1070	Interest Revenues-General Fund	12,000.00	5,100.00	
76	36.1080	Interest Revenues-Municipal	300.00	0.00	
77	38.1090	Interest Revenue- Firehouse Museum	\$0.00	0	
78		<b>Total Investment Income</b>	<b>27,430.00</b>	<b>15,100.00</b>	
79					
80	37.1025	Concert Sponsors	40,000.00	0.00	
81	37.1025	Contributions to Veteran Markers	200.00	100.00	
82		Contribution Frm CCWA	0.00	250,000.00	
83		<b>Total Contributions &amp; Donations</b>	<b>40,200.00</b>	<b>250,100.00</b>	
84					
85					
86		Miscellaneous Revenue			
87	38.1010	Park Pavillion Rental	2,010.00	1,000.00	
88	38.1011	Lee Street Park Rental	13,000.00	2,000.00	
89	38.1020	Fire Station Rental	74,000.00	74,000.00	*
90	38.1030	Event Vendors	10,000.00	0.00	
91	38.1100	Rental Property (Cloud Street)	9,000.00	9,000.00	*
92	38.2001	Disposal Fees	1,500.00	1,000.00	
93	38.2003	Golf Cart Fee	200.00	200.00	*
94	38.3100	Re-imbusement Damage Property	10,000.00	13,000.00	
95	38.9000	Miscellaneous Revenue	2,000.00	2,000.00	*
96	38.9100	Transfer of Reserves	0.00	0.00	
97	38.9300	Towing Fees	\$24,000.00	15,000.00	
98	38.9500	Transfer For Ga. One Account	0.00	0.00	
99	Total Miscellaneous Revenue		<b>145,710.00</b>	<b>117,200.00</b>	
100		Revenue - Capital Projects			
101	39.2100	Sale of Assets	195,000.00	195,000.00	
102	39.3200	Capital Lease (GMA Revenue)	\$0.00	0.00	
103					
104		<b>Othe Financing Sources</b>	<b>\$195,000.00</b>	<b>\$195,000.00</b>	
105					
106		<b>Total Revenues</b>	<b>5,651,753.00</b>	<b>6,274,000.00</b>	
107					
108					
109		* Denotes No Change In Line Item			

## Dept 1500 Administration Department

Acct#	Account Name	2020 Budget	Amended 2020
<b>51.1000</b>	<b>Personal Services - Salaries &amp; Wages</b>		
51.1100	Regular Employees	414,000.00	414,000.00 *
51.1300	Overtime	6,000.00	2,000.00
<b>51.2000</b>			
51.2100	Group Insurance	79,500.00	79,500.00 *
51.2200	Social Security (FICA) Contributions	24,500.00	24,500.00 *
51.2300	Medicare	5,900.00	5,900.00 *
51.2400	Retirement Contributions	30,000.00	30,000.00 *
51.2600	Unemployment Insurance	1,000.00	1,000.00 *
51.2700	Worker's Compensation	8,000.00	8,000.00 *
<b>Total Personal Services and Employee Benefits</b>		<b>568,900.00</b>	<b>564,900.00</b>

<b>52.1000</b>	<b>Purchased Professional &amp; Tech Services</b>		
<b>52.1200</b>	<b>Professional</b>		
52.1210	Legal Expense	70,000.00	90,000.00
52.1220	Audit	45,000.00	45,000.00 *
52.1230	Engineering & Planning	38,000.00	10,000.00
52.1240	Inspections	10,000.00	40,000.00
52.1290	Other Professional Services	30,000.00	30,000.00 *
52.1300	IT Services	32,300.00	32,300.00 *
52.1310	Payroll Processing	16,000.00	16,000.00 *
52.1320	Bank Fees for Credit Cards	2,000.00	3,000.00
52.1330	Software Support	17,000.00	17,000.00 *
<b>Total Professional Services</b>		<b>260,300.00</b>	<b>283,300.00</b>

<b>52.2200</b>			
52.2250	Pest Control	1,800.00	1,800.00 *
<b>52.2300</b>			
52.2310	Rental of Land	3,100.00	4,800.00



52.2321	City Events	64,000.00	10,000.00	
52.2330	Rental of Copiers/Maintenance	8,000.00	8,000.00	*
<b>52.3000</b>				
52.3100	Insurance, other than employee benefits	50,470.00	52,000.00	
<b>52.3200</b>				
52.3210	Telephone	5,000.00	5,000.00	*
52.3211	Telephone Firehouse Museum	0.00	0.00	
52.3230	Cellular Phones	3,500.00	3,500.00	*
52.3260	Postage	4,000.00	5,000.00	
52.3290	Other	0.00	0.00	
<b>52.3300</b>	<b>Advertising</b>			
52.3310	Legal Notices	5,000.00	5,000.00	*
52.3330	Advertising	15,000.00	10,000.00	
<b>52.3400</b>	<b>Printing &amp; Binding</b>			
52.3410	Elections	0.00	0.00	
52.3420	Newletter	0.00	0.00	
52.3500	Travel	6,000.00	3,000.00	
52.3600	Dues and Fees	12,000.00	10,000.00	
52.3700	Education & Training	8,000.00	3,000.00	
52.3701	Wellness Program	1,000.00	1,000.00	*
52.3851	Poll Workers	0.00	0.00	
52.3905	Special Events	14,000.00	7,000.00	
<b>Total Purchased/Contracted Services</b>		<b>200,870.00</b>	<b>129,100.00</b>	
<b>53.1000</b>	<b>Supplies</b>			
<b>53.1100</b>	<b>General Supplies &amp; Material</b>			
53.1110	Office and Building Supplies	15,000.00	17,000.00	
53.1111	Supplies for Firehouse Museum	0.00	150.00	
53.1150	Supplies for Neighborhood Watch	0.00	0	
53.1171	Building Maintenance	5,000.00	5,000.00	*
<b>53.1200</b>				
53.1210	Water/Sewerage	1,000.00	1,000.00	*

53.1211	Water/Sewerage Firehouse Museum	0.00	0.00
53.1212	Water/Sewerage Cloud Street	700.00	1,000.00
53.1220	Natural Gas	3,500.00	3,500.00
53.1230	Electricity	6,000.00	5,000.00
53.1231	Electricity Firehouse Museum	0.00	1,000.00
53.1232	Natural Gas Firehouse Museum	0.00	500.00
53.1610	Computer Equip/Maint (less than \$5000)	8,000.00	6,000.00
53.1620	Furniture/Fixtures	1,000.00	0.00
53.1620	Beautification Commission	2,500.00	2,000.00
53.1700	Other Supplies/Lee St Park	0.00	0.00
<b>Total Supplies/Energy/Small Equipment</b>		<b>42,700.00</b>	<b>42,150.00</b>
54.1101	Property Purchased - Taxes	0.00	1,000.00
54.1300	Property Purchased	0.00	0.00
54.2301	Furniture/Fixtures	0.00	0.00
54.2200	Vehicle Purchase	0.00	0.00
<b>Total Capital Outlay</b>			<b>1,000.00</b>
<b>Intergovernmental</b>			
57.2100	Payments to Downtown Develop. Authority	10,000.00	10,000.00
57.2200	Small Business Grant - CDBG	0.00	200,000.00
57.3100	Georgia One Fund -	0.00	250,000.00
57.4001	Returned Checks	500.00	101.00
57.9000	Contingencies	25,000.00	18,800.00
57.9100	Tuition Reimbursement	10,000.00	0.00
<b>Total</b>		<b>45,500.00</b>	<b>478,801.00</b>
<b>58.1000</b>	<b>Debt Service Principal</b>		
<b>58.1200</b>	<b>Capital Lease - Principle</b>		
58.1212	Vehicle Lease Enterprise	8,700.00	10,677.00
58.1230	Other Debt - Fire Station	0.00	0.00
58.1301	Lee Street Park URD payment	0.00	0.00

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58.2301	Interest Lee Street Park URD	0.00	0
Total Debt Service		8,700.00	10,677.00
Total Expenditures		\$1,126,970.00	1,510,027.00

\* Denotes No Change In Line Item



## Dept 2500 Court Services

Acct#	Account Name	2020 Budget	Amended 2020
<b>51.1000</b>	<b>Personal Services - Salaries &amp; Wages</b>		
51.1100	Regular Employees	65,000.00	65,000.00 *
51.2100	Group Insurance	0.00	0.00
51.2200	Social Security (FICA) Contributions	4,000.00	4,000.00 *
51.2300	Medicare	100.00	950.00
51.2400	Retirement Contributions		
<b>Total Personal Services and Employee Benefits</b>		<b>69,100.00</b>	<b>69,950.00</b>
<b>52.1000</b>	<b>Purchased Professional &amp; Tech Services</b>		
<b>52.1200</b>	<b>Professional</b>		
52.1290	Judge Salary	40,114.00	40,114.00 *
52.1291	Solicitor Salary	34,813.00	34,813.00 *
52.1320	Court Reporter/Interpreter	2,000.00	2,000.00 *
<b>Total Professional Services</b>		<b>76,927.00</b>	<b>76,927.00</b>
52.3310	Legal Notices	200.00	0.00
52.3500	Travel	750.00	0.00
52.3600	Dues and Fees	750.00	0.00
52.3700	Education & Training	400.00	0.00
<b>Total Services</b>		<b>2,100.00</b>	<b>0.00</b>
53.1100	Office Supplies	1,900.00	1,000.00
53.1610	Computer Equipment	1,000.00	1,000.00
<b>Total Budget</b>		<b>151,027.00</b>	<b>148,877.00</b>

\* Denotes No Change In Line Item

## Dept 3200 Police Dept.

Acct#	Account Name	2020 Budget	Amended 2020
<b>51.1000</b>	<b>Personal Services - Salaries &amp; Wages</b>		
51.1100	Regular Employees	1,550,000.00	1,407,357.00
51.1300	Overtime	25,000.00	25,000.00
51.1310	Overtime (DEA)	17,500.00	25,000.00
<b>51.2000</b>			
51.2100	Group Insurance	401,000.00	281,000.00
51.2200	Social Security (FICA) Contributions	112,000.00	112,000.00
51.2300	Medicare	26,000.00	26,000.00 *
51.2400	Retirement Contributions	62,000.00	62,000.00 *
51.2600	Unemployment Insurance	3,000.00	3,000.00 *
51.2700	Worker's Compensation	54,000.00	54,000.00 *
<b>Total Personal Services and Employee Benefits</b>		<b>2,250,500.00</b>	<b>1,995,357.00</b>

<b>52.1000</b>	<b>Purchased Professional &amp; Tech Services</b>		
<b>52.1200</b>	<b>Professional</b>		
52.1330	Software Support	22,000.00	22,000.00 *
52.1340	Drug Testing	5,000.00	1,000.00
52.1350	Background Investigation(s)	4,000.00	4,000.00 *
<b>52.2000</b>	<b>Purchased-Property Services</b>		
<b>52.2200</b>	<b>Repairs &amp; Maintenance</b>		
52.2230	Computer	1,000.00	1,000.00 *
52.2250	Pest Control	1,000.00	1,000.00 *
<b>52.2300</b>			
52.2330	Rental of copiers/maintenance	4,200.00	4,200.00 *
<b>52.3000</b>	<b>Other Purchased Services</b>		
52.3100	Insurance, other than employee benefits	80,000.00	80,000.00 *
<b>52.3200</b>	<b>Communications</b>		
52.3210	Telephone	6,000.00	6,000.00 *
52.3230	Cellular Telephones	15,000.00	20,000.00
52.3260	Postage	2,500.00	1,500.00

52.3310	Legal Notices	0.00	0.00	*
52.3500	Travel	5,000.00	\$0.00	
52.3600	Dues and Fees	3,000.00	1,000.00	
52.3700	Education & Training	3,000.00	1,000.00	
<b>Total Purchased/Contracted Services</b>		<b>\$151,700.00</b>	<b>\$142,700.00</b>	

<b>53.1000</b>	<b>Supplies</b>			
53.1110	Office and Building Supplies	18,320.00	18,320.00	*
53.1120	Inmates Lunches	16,800.00	450.00	
53.1130	Uniforms	13,000.00	13,000.00	*
53.1140	Vehicles/Equipment Parts	25,000.00	25,000.00	*
53.1141	Equipment Parts	4,000.00	4,000.00	*
53.1151	Community Outreach	3,000.00	0.00	
53.1171	Building Maintenance	10,000.00	10,000.00	*
<b>Total Supplies</b>		<b>90,120.00</b>	<b>70,770.00</b>	

<b>53.1200</b>	<b>Energy</b>			
53.1210	Water/Sewerage	2,000.00	3,000.00	
53.1220	Natural Gas	3,000.00	3,000.00	*
53.1230	Electricity	16,000.00	16,000.00	*
53.1270	Gasoline/Diesel	64,300.00	64,300.00	*
<b>Total Energy</b>		<b>85,300.00</b>	<b>86,300.00</b>	

	<b>Small Equipment</b>			
53.1610	Computer Equip/Maint (less than \$5000)	5,000.00	5,000.00	*
53.1620	Furniture & Fixtures (less than \$5000)	2,000.00	0.00	
53.1690	Other Small Equipment (less than \$5000)	20,000.00	20,000.00	*
<b>Total Small Equipment</b>		<b>27,000.00</b>	<b>25,000.00</b>	

<b>54.1000</b>	<b>Property</b>			
54.1200	Site Improvements	1,000.00	0.00	
54.2000	Equipment	2,000.00	2,000.00	*
54.2200	Capital Outlay Vehicle	0.00	0.00	*



54.2201	Vehicle Equipment	0.00	0 *
54.2400	Computers	15,000.00	15,000.00 *
54.2410	Hardware	48,002.00	48,002.00 *
<b>Total Capital Outlay</b>		<b>66,002.00</b>	<b>66,002.00</b>

<b>58.1000</b>	<b>Principal</b>		
<b>58.1200</b>			
58.1210	Lease - Machinery		
58.1220	Lease Vehicles - Enterprise	70,000.00	70,000.00
58.2220	Other Debt -Vehicle Interest	1,979.00	1,979.00
58.1230	Lease Vehicles - GMA	24,112.00	24,112.00
<b>Total Debt Service</b>		<b>96,091.00</b>	<b>96,091.00</b>

<b>Total Expenditures</b>		<b>2,751,593.00</b>	<b>2,482,220.00</b>
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\* Denotes No Change In Line Item

## Dept 4100 Public Works

Acct#	Account Name	2020 Budget	Amended 2020
<b>51.1000</b>	<b>Personal Services - Salaries &amp; Wages</b>		
51.1100	Regular Employees	335,737.00	335,737.00 *
51.1300	Overtime	10,000.00	2,000.00
<b>51.2000</b>			*
51.2100	Group Insurance	107,700.00	107,700.00 *
51.2200	Social Security (FICA) Contributions	21,435.00	21,435.00 *
51.2300	Medicare	5,013.00	5,013.00 *
51.2400	Retirement Contributions	28,754.00	28,754.00 *
51.2600	Unemployment Insurance	1,000.00	1,000.00 *
51.2700	Worker's Compensation	23,613.00	23,613.00 *
<b>Total Personal Services and Employee Benefits</b>		<b>533,252.00</b>	<b>525,252.00</b>

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<b>52.1000</b>	<b>Purchased Professional &amp; Tech Services</b>		
<b>52.1200</b>	<b>Professional</b>		
<b>52.1300</b>	<b>Technical</b>		
<b>52.2000</b>	<b>Purchased-Property Services</b>		
<b>52.2100</b>	<b>Cleaning Services</b>		
52.2100	Disposal	9,000.00	10,000.00
52.2160	Tree Removal	7,000.00	8,000.00
<b>52.2200</b>			
52.2210	Street Maintenance	5,000.00	5,000.00 *
<b>52.3000</b>			
52.3100	Insurance, other than employees	35,000.00	35,000.00 *
<b>52.3200</b>			
52.3210	Telephone & Internet	1,400.00	1,500.00
52.3230	Cellular Phones	1,400.00	1,500.00
52.3500	Travel	1,000.00	0.00
52.3600	Dues and Fees	0.00	0.00
52.3700	Education & Training	1,300.00	0.00
<b>Total Purchased/Contracted Services</b>		<b>61,100.00</b>	<b>61,000.00</b>

<b>53.1000</b>	<b>Supplies</b>			
<b>53.1100</b>	<b>General Supplies &amp; Materials</b>			
53.1110	Office	1,000.00	1,000.00	*
53.1111	Tools	1,500.00	1,500.00	*
53.1130	Uniforms	5,000.00	5,000.00	*
53.1140	Vehicle/Equipment Parts	16,500.00	18,000.00	
53.1141	Equipment Parts	6,000.00	7,000.00	
53.1142	Safety Equipment	2,000.00	2,000.00	*
53.1143	Signs & Banners	15,000.00	15,000.00	*
53.1144	Christmas Supplies	5,000.00	5,000.00	*
53.1150	Landscapping	6,000.00	8,000.00	
53.1160	Park Supplies	7,500.00	8,000.00	
53.1171	Building Improvements	5,000.00	5,000.00	*
53.1180	Cemetery Equipment	0.00	0.00	
53.1190	Other Supplies	12,500.00	12,500.00	*
<b>53.1200</b>	<b>Energy</b>			
53.1210	Water/Sewerage	7,500.00	10,000.00	
53.1220	Natural Gas	4,500.00	5,000.00	
53.1230	Electricity	9,000.00	9,000.00	*
53.1231	Street Lights-Signals-etc	119,700.00	205,000.00	
53.1270	Gasoline/Diesel	10,000.00	10,000.00	*
<b>53.1600</b>	<b>Small Equipment</b>			
53.1610	Computer Equip/Maint (Less than \$5000)	0.00		
53.1690	Other Small Equipment (Less than \$5000)	3,500.00	3,500.00	*
<b>Total Supplies</b>		<b>237,200.00</b>	<b>331,500.00</b>	

<b>54.1000</b>	<b>Property</b>			
54.1101	CDBG Engineering Fees	0.00	0.00	
54.1200	Site Improvements	0.00	731,880.00	
54.1401	Infrastructure (Curb-cuts)	0.00	0.00	
54.1405	CDBG Other Direct Expense	500,000.00	221,230.00	
54.2102	Cemetery Equipment	0.00	0.00	



<b>Total Capital Outlay</b>		<b>500,000.00</b>	<b>953,110.00</b>
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<b>57.1000</b>	<b>Intergovernmental</b>		
<b>57.2000</b>	<b>Payments to Other Agencies</b>		
<b>Total Other Cost</b>		<b>0.00</b>	<b>0</b>

	<b>Debt Service</b>		
<b>58.1000</b>	<b>Principal</b>		
<b>58.1200</b>	<b>Capitla Lease - Principle</b>		
58.1210	Lease - Machinery	0.00	0
58.1220	Lease - Vehicles	6,160.00	6,160.00 *
58.2000	Interest	765.00	765.00 *
<b>Total Debt Service</b>		<b>6,925.00</b>	<b>6,925.00</b>
<b>Total Expenditures</b>		<b>\$1,338,477.00</b>	<b>1,877,787.00</b>

\* Denotes No Change in Line Item

	A	B	C	D	G	H
1			<b>DEPT 1300 City Council</b>		<b>Approved 2020</b>	<b>Amended 2020</b>
2			<b>Account Number</b>			
3			51.1100	Salaries	74,000.00	74,000.00
4			51.2200	Social Security	4,588.00	4,588.00
5			51.2300	Medicare	1,073.00	1,073.00
6				<b>Personnel Services</b>	<b>79,661.00</b>	<b>79,661.00</b>
7						
8			52.3420	Newsletter	15,000.00	15,000.00
9			52.3500	Travel Mayor Day	2,500.00	100.00
10			52.3501	Travel D Sartor	2,000.00	570.00
11			52.3502	Travel T. Messick	2,000.00	378.00
12			52.3503	Travel B Lester	2,000.00	121.00
13			52.3504	Travel N Powell	2,000.00	570.00
14			52.3505	Travel P Sebo-Hand	2,000.00	0.00
15			52.3506	Travel E Wise	2,000.00	0.00
16			52.3600	Dues & Fees	3,000.00	3,400.00
17			52.3700	Mayor - Training	3,500.00	0.00
18			52.3701	D Sartor Training	2,500.00	0.00
19			52.3702	T Messick Training	2,500.00	0.00
20			52.3703	B Lester- Training	2,500.00	0.00
21			52.3704	B Powell -Training	2,500.00	530.00
22			52.3705	P Sebo-Hand Training	2,500.00	0.00
23			52.3706	W Wise- Training	2,500.00	0.00
24				<b>Contract Services</b>	<b>50,000.00</b>	<b>20,669.00</b>
25						
26			53.1110	Office Supplies	2,000.00	2,000.00
27			53.1111	Misc Supplies	2,000.00	2,000.00
28			53.1130	Uniforms	600.00	0.00
29			53.2000	Special Initiative Lester	250.00	250.00
30			53.2001	Special Initiative Messick	250.00	250.00
31			53.2002	Special Initiative Powell	250.00	250.00
32			53.2003	Special Initiative Sartor	250.00	674.00
33			53.2004	Special Initiative Sebo-Ha	250.00	250.00

	A	B	C	D	G	H
34			53.2005	Special Initiative Wise	250.00	250.00
35				<b>Total Supplies</b>	<b>6,100.00</b>	<b>5,924.00</b>
36						
37				<b>Total Mayor &amp; Council</b>	<b>135,761.00</b>	<b>106,254.00</b>



## Dept 7450 Code Enforcement

Acct#	Account Name	2020 Budget	Amended 2020
<b>51.1000</b>	<b>Personal Services - Salaries &amp; Wages</b>		
51.1100	Regular Employees	87,000.00	87,000.00 *
51.2100	Group Insurance	26,000.00	26,000.00 *
51.2200	Social Security (FICA) Contributions	5,355.00	5,355.00 *
51.2300	Medicare	1,300.00	1,300.00 *
51.2400	Retirement Contributions	3,000.00	3,000.00 *
51.2700	Workers Compensation	4,000.00	4,000.00 *
<b>Total Personal Services and Employee Benefits</b>		<b>\$126,655.00</b>	<b>126,655.00</b>

	Services		
52.2200	Repairs & Demolitions	2,500.00	1,500.00
52.3260	Cellular Telephone	1,920.00	1,920.00 *
52.3500	Travel	1,000.00	1,000.00 *
52.3600	Dues and Fees	550.00	550.00 *
52.3700	Education & Training	1,000.00	1,000.00 *
<b>Total Services</b>		<b>\$6,970.00</b>	<b>5,970.00</b>

53.1130	Uniforms	1,000.00	1,000.00
53.1131	Computer & Equipment	4,800.00	4,800.00
53.1140	Vehicle/Equipment Parts	0.00	1,000.00
53.1270	Gasoline	3,000.00	3,000.00
58.1200	Vehicle Lease - Purchase	5,500.00	6,410.00
		<b>\$14,300.00</b>	<b>\$16,210.00</b>

<b>Total Budget</b>		<b>\$147,925.00</b>	<b>\$148,835.00</b>
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\* Denotes No Change In Line Item

## Solid Waste Revenue

Acct#	Account Name	2020 Approved	Amended 2020	
	<b>Sanitation Revenues</b>			
34.4110	Refuse Collection Fees	193,919.00		
34.4190	Return Cart Fee	0.00	0	
	Transfer From Reserves	0.00		
<b>Total Personal Services and Employee Benefits</b>		<b>193,919.00</b>	<b>\$0.00</b>	

## Dept 1500 Solid Waste

Acct#	Account Name	2020 Approved	Amended 2020	
<b>51.1000</b>	<b>Personal Services - Salaries &amp; Wages</b>			
51.1100	Regular Employees	53,015.00		
51.2200	Social Security (FICA) Contributions	3,286.00		
51.2300	Medicare	768.00		
51.2400	Retirement Contribution	1,000.00		
51.2700	Workers Compensation	11,000.00		
<b>Total Personal Services and Employee Benefits</b>		<b>69,069.00</b>		

	<b>Other Costs</b>			
52.2110	Disposal Landfill Fees	90,000.00		
52.3100	Insurance ( NonBenefit)	9,000.00		
53.1100	Supplies/Materials	6,355.00		
53.1130	Uniforms	650.00		
53.1140	Vehicle/Equipment Parts	13,845.00		
53.1270	Gasoline	5,000.00		
54.2200	Vehicle Purchase	0.00		
<b>Total Other Costs</b>		<b>124,850.00</b>		

<b>Total Budget</b>		<b>193,919.00</b>		
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