



Agenda
City Council Work Session
March 5th, 2024
6:30pm

Baldwin Municipal Court, 155 Willingham Avenue, Baldwin, GA 30511

Call Meeting to Order

Public Hearing

Baldwin Court Apartments Variance Ordinance #2024-02139Z

Old Business

New Business

1. Installation of Lights in Downtown City Park
2. GACP Grant for Police Department

Announcements

- a. Homestead exemption affidavits for city property taxes are due April 1st. Please stop by City Hall with your driver's license or other government-issued ID to complete the affidavit.
- b. Join us for the 25th Baldwin Clean Up Day on Saturday, April 20th from 9:00 am – 12:00 pm at the Baldwin Farmers' Market! Celebrate Earth Day by cleaning up Baldwin roads and planting a tree. Free T-shirt and lunch provided for pre-registered participants. Register with your T-shirt sizes at baldwinevents@cityofbaldwin.org by April 5th!

Adjournment

***The City of Baldwin will provide reasonable accommodations whenever needed for those participating in a City Council meeting. Please notify the City Clerk as early as possible prior to a meeting to ensure such accommodations can be made in a smooth and timely fashion.*



2/2/24
Date Received

Application for Variance or Zoning Change

Application Creation Date 2/2/24
Published Date 2/14/2024

First Reading Date 2/26/24
Second Reading Date 3/11/24

Applicant Information

Name	<u>TOM WRIGHT</u>
Address	<u>P.O. Box 2456</u>
City/State/Zip	<u>RICHMOND HILL, GA 31324</u>
Phone	<u>404.626.6637</u>
Fax	
Email	<u>lwmarc@pc@bellsouth.net</u>

Property Owner Information

Name	<u>JIM ROZATI</u>
Address	<u>793 N. MAIN ST</u>
City/State/Zip	<u>ALPHARETTA, GA 30009</u>
Phone	<u>770.652.2999</u>
Fax	
Email	<u>Jim@homes-fashion-center.com</u>

Status of Applicant

<input checked="" type="checkbox"/>	Current Property Owner
<input type="checkbox"/>	Option to Purchase
<input type="checkbox"/>	Area Resident
<input type="checkbox"/>	Other (Explain)

Variance Request(s)

Describe Type Variance(s) Requested	<u>10</u>
<u>ALLOW THE ADDITION OF AN ADDITIONAL 8 UNITS OF APARTMENTS - IN AREA WHERE OLD OFFICE IS LOCATED (THIS BLDG IS NOT USED) EXISTING 44 UNITS ON SITE</u>	
Vary From	<u>IS LOCATED (THIS BLDG IS NOT USED) EXISTING 44 UNITS ON SITE</u>
Vary To	<u>WITH ADDITIONAL UNITS EACH UNIT WILL HAVE 1.5 PARKING AND UNITS WILL BE SET ASIDE FOR POLICE/FIRE</u>

Zoning Information

Current Zoning Classification(s)	
----------------------------------	--

Parcel Information

Tax Parcel Number(s)	<u>LL152/10th DIST / HABERSHAM CO, GA</u>	Acreage	<u>4.0 AC</u>
Location (Street Address)	<u>A. WILBANKS ROAD</u>		
Existing Structure(s)			
Description of Proposed Use	<u>APARTMENTS</u>		

Fee Information

Variance Fee	If work not in progress	\$ 625.00
	If work in progress	\$
Amount Due	Include all fees required	\$

Supporting Documents Required

<input checked="" type="checkbox"/>	Concept Plan - Prepared by a Professional Engineer, Registered Land Surveyor, Architect, or Landscape Architect. One full scale (folded to 8.5 x 11 size) and One- 8.5 x 11 size
<input checked="" type="checkbox"/>	Plat One full scale and One reduced to 8.5 x 11 size
<input type="checkbox"/>	Statement of Hardship
<input type="checkbox"/>	Architectural Rendering <u>Emailed</u> One full scale (folded to 8.5 x 11 size) and One- 8.5 x 11 size
<input type="checkbox"/>	Other Explain

Method of Payment

<input type="checkbox"/>	Paid by Check	Check No.	
<input type="checkbox"/>	Paid Cash	Receipt No.	

Applicant's Certification: I hereby certify the above information, and all attached information, is true and correct; and that I have read, understand, and have received a copy of the Public Notice Requirements.

Signature of Applicant [Signature]

Date 2/2/2024

Application Taken By [Signature]

Date 2/2/2024

Application WITHDRAWAL Notification: I/we hereby withdraw the above application.

Signature of Applicant _____

Date _____

PROPERTY OWNER AUTHORIZATION

Instructions: Each property owner must complete and sign a Property Owner Authorization page and provide the information requested under the Owner Information Certification section. In the event there is more than one property owner, a separate Property Owner Authorization page must be completed by each property owner.

OWNER INFORMATION CERTIFICATION

I swear that I am the owner of the property which is the subject matter of this application, as shown in the records of Habersham or Banks County, Georgia:

Name of Owner	JIM ROZATI
Owner's Address	793 N MAIN ST
City / State / Zip Code	ALPHARETA, GA 30009
Owner's Phone Number	
Owner's Cell Phone Number	770-652-2999
Print Owner's Name	JIM ROZATI

As the owner of the subject property I hereby authorize the person named below to act on my behalf as Applicant in the pursuit of this Variance request to be heard by the City of Baldwin Planning and Zoning Board during public hearing.

NOTARY PUBLIC CERTIFICATION

Instructions: All Property Owner Authorization sheets must be complete, signed and duly notarized.

NOTARY PUBLIC CERTIFICATION

Personally appeared before me the following

[Signature]
Signature of Owner

who swears that the information contained in this authorization is true and correct to the best of his or her knowledge and belief.

[Signature]
Notary Public

7/27/22
Date



Please describe briefly your reason for requesting this variance:

APPLICANT INFORMATION CERTIFICATION

Instructions: If the Owner and the Applicant are the same, the Applicant Information Certification section of this document is not required. If the Owner and the Applicant are not the same, each applicant must complete and sign the Applicant Information Certification section of a separate Property Owner Authorization page. The signature of each applicant must be notarized.

Name of Applicant	Tom WRIGHT
Applicant's Address	
City / State / Zip Code	P.O. Box 2456 RICHMOND HILL, GA 31324
Applicant's Phone Number	
Applicant's Cell Phone Number	404 626 6637
Print Applicant's name	Tom WRIGHT

NOTARY PUBLIC CERTIFICATION

Instructions: All Property Owner Authorization sheets must be complete, signed and duly notarized.

NOTARY PUBLIC CERTIFICATION

Personally appeared before me the following



Signature of Applicant

who swears that the information contained in this authorization is true and correct to the best of his or her knowledge and belief.

Notary Public

Date

CAMPAIGN CONTRIBUTIONS DISCLOSURE FORM

NOTE: This form is required for all annexation and/or zoning actions

(a) When any applicant for rezoning action has made, within two years immediately preceding the filing of that applicant's application for the rezoning action, campaign contributions aggregating \$250.00 or more to a local government official who will consider the application, it shall be the duty of the applicant to file a disclosure report with the governing authority of the respective local government showing:

- (1) The name and official position of the local government official to whom the campaign contribution was made; and
- (2) The dollar amount and description of each campaign contribution made by the applicant to the local government official during the two years immediately preceding the filing of the application for the rezoning action and the date of each such contribution.

(b) The disclosures required by subsection (a) of this Code section shall be filed within ten days after the application for the rezoning action is first filed.

(c) When any opponent of a rezoning action had made, within two years immediately preceding the filing of the rezoning action being opposed, campaign contributions aggregating \$250.00 or more to a local government official of the local government which will consider the application, it shall be the duty of the opponent to file a disclosure with the governing authority of the respective local government showing:

- (1) The name and official position of the local government official to whom the campaign contribution was made; and
- (2) The dollar amount and description of each campaign contribution made by the opponent to the local government official during the two years immediately preceding the filing of the application for the rezoning action and the date of each such contribution.

(d) The disclosure required by subsection (c) of this Code section shall be filed at least five calendar days prior to the first hearing by the local government or any of its agencies on the rezoning application.

APPLICANT'S CERTIFICATION

I hereby certify that I have read the above campaign disclosure information and declare that (select have or have not)

<input type="checkbox"/>	I have within the two years immediately preceding this date (See * below)
<input checked="" type="checkbox"/>	I have not within the two years immediately preceding this date

made any campaign contribution(s) aggregating \$250.00 or more to any local government official involved in the review or consideration of this application.

***NOTE:** If you are an applicant and you have made any such contribution(s), you must provide the information required in subsection (a) above within ten (10) days after the rezoning action is first filed. If you are an opponent and you have made a contribution, you must provide the information required in subsection (c) above at least five (5) calendar days prior to the first hearing by the City Council or any of its agencies on the rezoning application.

(1) _____
(Name and official position of the City Council Member and/or Planning or Zoning Commission of the City of Baldwin, Georgia to whom campaign contribution was made)

(2) Amount: \$ _____ Date: _____

STATEMENT OF HARDSHIP

Where the Mayor and Council find that strict compliance with the provisions of this ordinance would result in practical difficulty or unnecessary hardship, the Mayor and Council may, upon application from the property owner, grant a variance from the terms of this ordinance so that the spirit and intent of this ordinance shall be observed, public safety and welfare secured, and substantial justice done. Such variance may be granted in such individual cases of unnecessary hardship upon consideration by the Mayor and Council of the standards for considering zoning decisions as set out in Article VXIII of the City of Baldwin Zoning Ordinance and finding that one or more of the following conditions exist:

Describe how each situation listed below relates to your application.

- 1) There are extraordinary and exceptional conditions pertaining to the particular piece of property in question because of its size, shape or topography; CON SITE OFFICE IS NOT USED - THIS IS LOCATION OF SITE WAS PREPARED FOR ADDITIONAL UNITS ADDITIONAL UNITS
- 2) The application of this ordinance to the particular piece of property would create an unnecessary hardship; NUMBER OF APT PER AC ARE FAR BELOW CURRENT STANDARDS
- 3) Such conditions are peculiar to the particular piece of property involved;
- 4) Relief, if granted, would not cause substantial detriment to the public good or impair the purposes and intent of this ordinance, provided, however, that no variance may be granted for a use of land or building or structure that is prohibited by this ordinance.

The procedure by which the Mayor and Council will consider any request for a variance shall be governed by the provision of Article VXIII.

I hereby certify that the above information and all attached information is true and correct.

Signature of Applicant



Date

2/6/2024

PUBLIC NOTICE REQUIREMENTS

City of Baldwin zoning regulations require public notice be given on all zoning applications, as follows:

1. A legal advertisement shall be published no less than fifteen (15) days and no more than forty-five (45) days prior to the public hearing. (This requirement is covered by the Planning Department staff.)
2. A public notice sign shall be placed in a conspicuous location on the property which is subject to the zoning application. The original public notice sign will be posted by Planning Department staff.

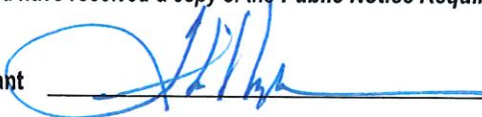
As the applicant, you are responsible for ensuring the public notice sign remains on the site during the entire zoning process. The Planning Department staff will prepare and place a sign (or signs) for you. If any problem arises with regard to the sign, notify the City of Baldwin Department of Planning and Development immediately by calling 706-778-6341 so the sign can be replaced. Failure to report problems with the sign during the entire period of the hearings will also result in a delay.

The purpose of the public notice sign is to inform the surrounding property owners that an application has been filed. Placement of the sign in a manner that is not clearly visible violates the requirements. Failure to place the sign in a conspicuous location will result in your request being tabled until the sign is posted as required. Failure to ensure the sign remains posted on the site during the entire zoning process means there will be a delay in the hearing date set for your request. Legally, the City cannot consider a request until proper notice has been given. If it is determined at any time during the zoning process that the sign is not properly placed on the site, the City Council has no choice but to table the request, even if there is no opposition to the application. Many of the board members, as well as the planning staff, visit the sites and will be looking for the sign. Additionally, local citizens, particularly those who receive notice letters, often report when a sign is not visible. The City will not consider your request until it is satisfied that proper public notice has been given.

Multiple sign posting on a site may be required if it is so determined by the Planning Department staff to be necessary. Signs should be placed as near to the road as possible so they are clearly visible. The sign(s) cannot be obstructed by vegetation, etc.; may not be placed at an inappropriate distance from the road; or placed on something in such a manner so as to blend into the scenery.

Applicant's Certification: *I hereby certify the above information, and all attached information, is true and correct; and that I have read, understand, and have received a copy of the Public Notice Requirements.*

Signature of Applicant



Date

2/2/24

**JACKSON
LAND
SURVEYING
P.C.**

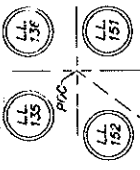
200
MARILYN DRIVE EAST
FAYETTEVILLE, GA.
30214
C 4 0 7 5 7 3 3 5 4 5 3
jacksonland@jacksonland.com



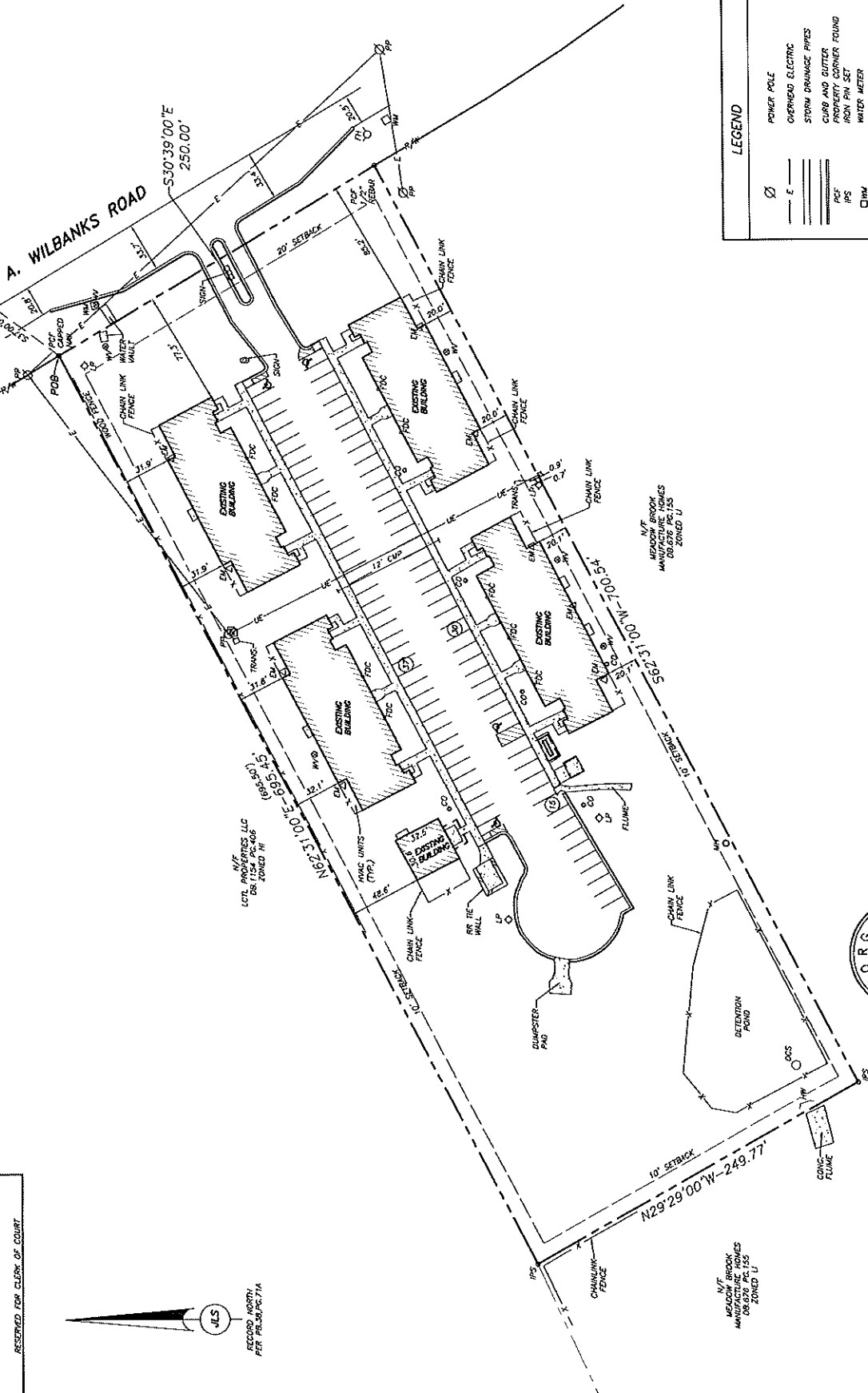
ALTA / NSPS LAND TITLE SURVEY
for
BALDWIN COURT APARTMENTS, LLC
AMERIS BANK
CHICAGO TITLE INSURANCE COMPANY

DATE	5/11/2018	DESIGNED BY	JAF
DATE	5/11/2018	DRAWN BY	JAF
DATE	5/11/2018	CHECKED BY	CHJ
DATE	5/11/2018	SUBMITTED BY	CHJ
DATE	5/11/2018	SURVEY DATE	5/13/2021

PROJECT NAME	411 BALDWIN COURT BIRMG W AIRPORT ROAD
SHEET TITLE	ALTA / NSPS LAND TITLE SURVEY
PROJECT NO.	AMB001
SHEET NO.	2
DATE	5/11/2018
ISSUE NO.	1

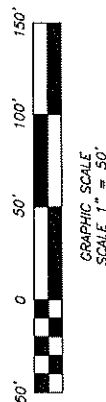


SITE SUMMARY
4.00 ACRES
174,231.60 S.F.
ZONED R-2



LEGEND

⊙	POWER POLE
—E—	OVERHEAD ELECTRIC
—	STORM DRAINAGE PIPES
—	CURB AND GUTTER
—	PROPERTY CORNER FOUND
—	IRON PIN SET
—	WATER METER
—	GAS METER
—	CRACK BASIN
—	DUMP INLET
—	JUNCTION BOX
—	ROW OR FORMERLY
—	CLEAR CUT
—	FLUME
—	ELECTRIC METER



Baldwin Court Apartments

West Airport Drive
Baldwin, Georgia

January 15, 2024

Council Members

The owner of these Apartments located on West Airport Drive wishes to add ~~8~~ Additional units to the Complex. This will bring the total units on the Site to ~~54~~ Units.

Presently the apartment mix is either a Two Bedroom w/ 1 bath w/ washer & dryer connections or a One Bedroom w/ 1 bath w/ washer & dryer connections.

To better serve the market the complex would like to add a new building of ~~8~~¹⁰ - Two Bedroom / 2 Bath w/ washer & dryer connections. This building would be located in the area that site office now exist. This space is not used as the property is managed by an off site group.

The design of the new building would be close to the design of the existing buildings, but using some more durable materials in certain areas.

The parking would be expanded to handle the required 1.5 parking spaces per unit plus 10% visitors parking spaces.

We thank you for this consideration.

Zoning Change Checklist

- ✓ Zoning application, legal description of property and Non-refundable zoning change application fee of \$ 625.00, at least thirty (30) days in advance of the next regularly scheduled public hearing of the City Council.
- ✓ Upon the filing of the application the Zoning Administrator shall schedule a Public Hearing upon said application for review and final action by the Mayor and Council.

Date of Public Hearing: 3/5/24

- ✓ Zoning request will be published in a local newspaper at least fifteen (15), but no more than forty-five (45) days prior to the date of the public hearing.

Date of Publication: 2/14/24

- ✓ If application is submitted by a party other than the Mayor and Council, the Zoning Administrator shall place or cause to be placed on the subject property, a Public Notice Sign in a conspicuous location not less than fifteen (15) days prior to the Public Hearings.

Date Sign is Posted: 2/14/24

- ✓ First Reading Scheduled:

First Reading: 2/26/24

- ✓ Second Reading Scheduled:

Second Reading: 3/11/24

- ✓ *Public Hearing results:*

 Adopted as presented.

 Adopted as revised or supplemented by conditions of approval.

See attached Conditions.

 Denied.

 Proposal tabled.

The decision by the Mayor and Council regarding the proposed amendment shall be deemed to be final. * No amendment, supplement, change or repeal of the final action shall become effective unless said amendment, supplement, change or repeal is approved after a Public Hearing.

Return Recorded Document To:
Hunt & Taylor Law Group, LLC
1001 Riverside Drive, Suite A
Gainesville, GA 30501
HT20-0077

Habersham County, Georgia
Real Estate Transfer Tax

PAID 3,000
DATE 11/4/2021
David C. Wall
Clerk of Superior Court
088-20000 2074

LIMITED WARRANTY DEED

THIS INDENTURE, made this 30th day of December, 2020, between **MJ Meeks Investments, LLC**, a Georgia limited liability company, as party of the first part (hereinafter referred to as "Grantor"), and **Baldwin Court Apartments LLC**, a Georgia limited liability company, as party of the second part (hereinafter referred to as "Grantee") (the words "Grantor" and "Grantee" to include their respective heirs, successors, successors-in-title and assigns where the context requires permits).

WITNESSETH THAT:

Grantor, for and in consideration of the sum of Ten and No/100 dollars (\$10.00) in hand paid at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto the said Grantee all that tract or parcel of land lying and being in Habersham County, Georgia, together with all improvements located thereon, and as more particularly described on Exhibit "A" attached hereto and made a part hereof.

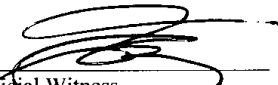
TO HAVE AND TO HOLD the said tract or parcel of land, with all and singular the rights, members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, to the only proper use, benefit and behoof of the said Grantee forever in **FEE SIMPLE**.

AND THE SAID Grantor will warrant and forever defend the right and title to the above-described property unto the said Grantee against the claims of the Grantor and all persons holding or claiming by, through, or under the said Grantor, except as expressly set forth in the permitted title encumbrances described in Exhibit "B" attached hereto and made a part hereof.

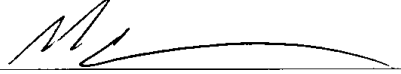
IN WITNESS WHEREOF, the Grantor has signed and sealed this Limited Warranty Deed, the day and year first above written.

Signed, sealed and delivered
in the presence of:

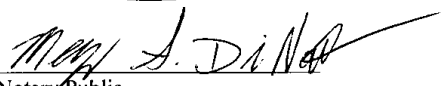
MJ MEEKS INVESTMENTS, LLC, a
Georgia limited liability company



Unofficial Witness

By: 

Matthew J. Meeks
Its: Sole Member



Notary Public
My Commission Expires: ~~02/20~~ 02/20/2020

(NOTARY SEAL)

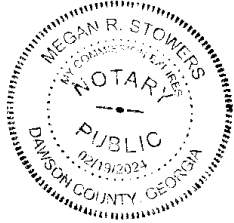


EXHIBIT "A"
(Legal Description)

All that tract or parcel of land lying and being in Land Lot 152 of the 10th Land District of Habersham County, Georgia, and being shown on a plat of survey prepared for Baldwin Court by Hubert Lovell, Georgia RLS #1553, dated February 21, 1994, filed for record on August 11, 1995 in Plat Book 38, Page 71A, Habersham County, Georgia Records, and being more particularly described as follows:

TO FIND THE TRUE POINT OF BEGINNING, COMMENCE at the common corner of Land Lots 135, 136, 151 and 152 of the 10th Land District of Habersham County, Georgia; thence South 47 degrees 00 minutes East a distance of 1,273.3 feet to an iron pin on the southwesterly right of way of A. Wilbanks Road, and THE TRUE POINT OF BEGINNING; THENCE FROM SAID TRUE POINT OF BEGINNING, South 30 degrees 39 minutes East along the southwesterly right of way line of A. Wilbanks Road a distance of 250.0 feet to an iron pin; thence South 62 degrees 31 minutes West a distance of 700.54 feet to an iron pin; thence North 29 degrees 29 minutes West a distance of 249.77 feet to an iron pin; thence North 62 degrees 31 minutes East a distance of 695.50 feet to an iron pin on the southwesterly right of way line of A. Wilbanks Road and THE TRUE POINT OF BEGINNING, said tract containing approximately 4.00 acres.

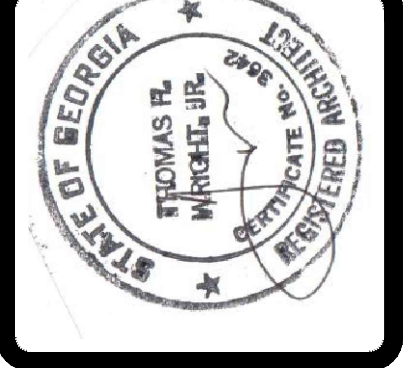
Subject to all existing easements for public utilities, restrictions and covenants of record.

Tax Parcel #088 016

EXHIBIT "B"
(Permitted Exceptions)

1. All general and special taxes and assessments for the year 2020 and subsequent years, liens not yet due and payable and any additional taxes, interest and/or penalties which may be assessed for prior tax years by virtue of adjustment, re-appraisal, re-assessment, appeal or other amendment to the tax records of the city or county in which the subject property is located.
2. Any and all matters as shown on plat recorded in Plat Book 38, Page 71A, Habersham County, Georgia Records.
3. Easement and Right of Way from A. F. Wilbanks and Frank Garrison to Carwood Manufacturing Company, a Division of Chadbourn, Inc., a North Carolina Corporation, dated August 20, 1969, filed for record on August 28, 1969 in Deed Book 111, Page 398, Habersham County Records.
4. Sewer Line Easement dated September, 1994, recorded in Deed Book 324, Page 393, Habersham County Records.

BALDWIN COURT APARTMENTS
A WILBANKS DRIVE
BALDWIN, GA

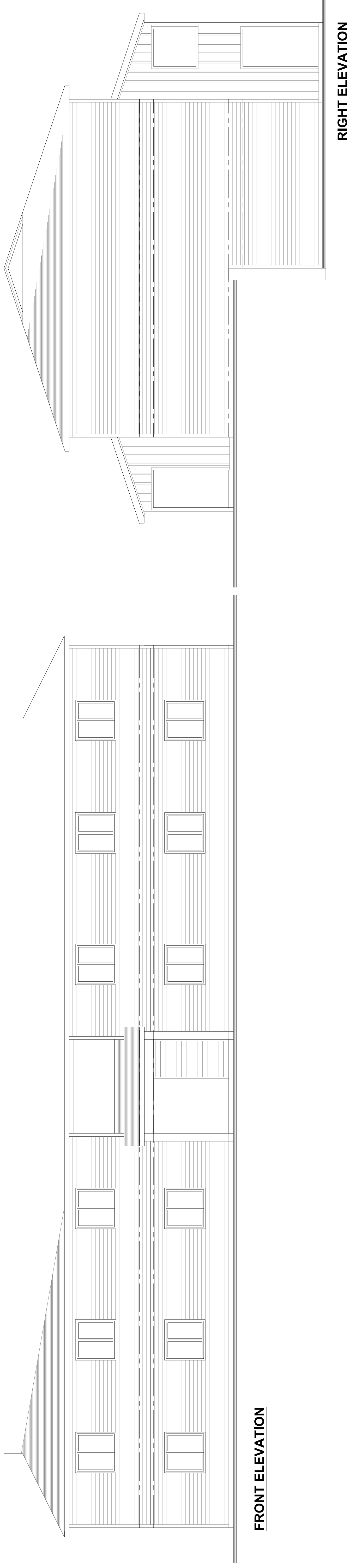


Tom H Wright Jr
Architect
PO BOX 2456 RICHMOND HILL, GA 31324
404.626.6637 • tomwrightarchitect@yahoo.com

Revisions

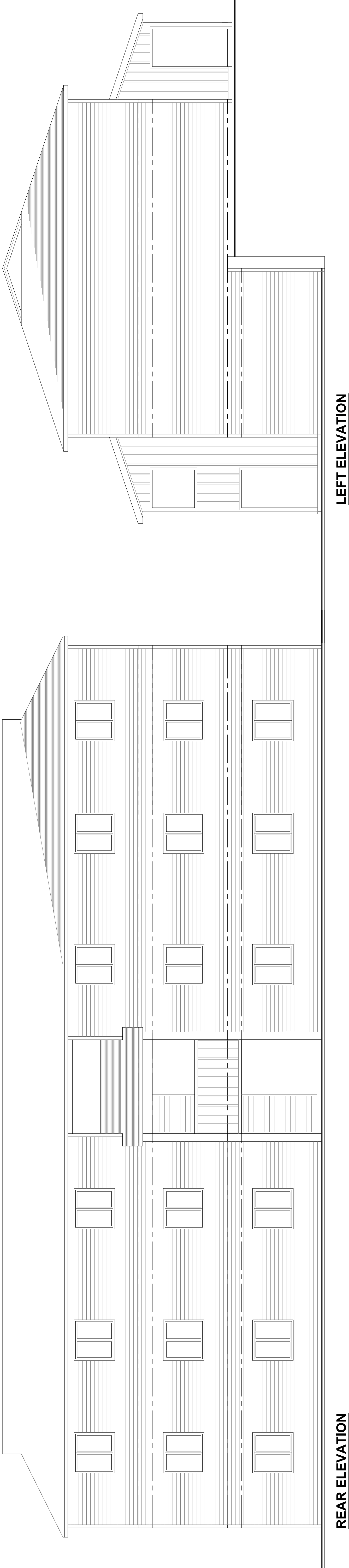
Drawn	thw
Checked	T WRIGHT
Date	02.22.2024
Project	22.012
Sheet Number	A-1
Of	Sheets

Date Printed: 02/23/24 10:46 PM



FRONT ELEVATION

RIGHT ELEVATION



REAR ELEVATION

LEFT ELEVATION

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FIRST READING: 02/26/2024

PUBLISHED: 02/14/2024

ZONING HEARING: 03/05/2024

PASSED: _____

AN ORDINANCE NO. 2024-02139Z

AN ORDINANCE AMENDING THE ZONING MAP OF THE CITY OF BALDWIN, GEORGIA, BY GRANTING VARIANCES TO ONE TRACT OR PARCEL OF LAND WITHIN THE CITY OF BALDWIN, GEORGIA, AND OWNED BY BALDWIN COURT APARTMENTS LLC., AND BEING PARCEL 088 016 OF HABERSHAM COUNTY, GEORGIA, AND BEING MORE PARTICULARLY DESCRIBED ON PLATS, WHICH ARE ATTACHED HERETO AND, WHICH ARE INCORPORATED BY REFERENCE INTO THIS ORDINANCE, AND PROVIDING THAT THE ZONING CLASSIFICATION UPON SAID PROPERTY SHALL BE SUBJECT TO CERTAIN VARIANCES; REPEALING CONFLICTING ORDINANCES TO THE EXTENT OF THE CONFLICT; TO PROVIDE FOR SEVERABILITY; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

BE IT ORDAINED by the City Council of Baldwin, Georgia as follows:

Section 1. VARIANCE ALLOWED.

(a) That from and after passage of this ordinance, the following described lands within the City of Baldwin shall be granted to the variances, as hereafter specifically described within this ordinance, and shall be so designated on the zoning map of the City of Baldwin as having said variance regarding the property.

(b) The following variance is hereby granted to said property, after the City Council has considered the factors for the grant of the variance pursuant to the zoning ordinance of the City of Baldwin, Georgia, and the City Council having found that said factors have been met:

- 36 (1) an increase to the maximum density from 11 units per acre to 13.5 units per acre and;
37 (2) allow 118 parking spaces.

38 (c) The legal description for the subject property that has been granted a variance or
39 variances pursuant to this ordinance as follows:

40 All that tract or parcel of land lying and being in Land Lot 152 of the 10th Land District
41 of Habersham County, Georgia, and being shown on a plat of survey prepared for Baldwin Court
42 by Hubert Lovell, Georgia RLS #1553, dated February 21, 1994, filed for record on August 11,
43 1995 in Plat Book 38, Page 71A, Habersham County, Georgia Records.

44 **Section 2. REPEAL OF CONFLICTING ORDINANCES.**

45 All ordinances and parts of ordinances in conflict herewith are hereby repealed to the
46 extent of the conflict.

47 **Section 3. SEVERABILITY OF PARAGRAPHS.**

48 If any portion of this ordinance shall be invalid or unconstitutional, such invalidity or
49 unconstitutionality shall not affect or impair the remaining portions unless it clearly appears that
50 other parts are wholly and necessarily dependent upon the part held to be invalid or
51 unconstitutional.

52 **Section 4. AMENDMENT TO THE ZONING MAP.**

53 This ordinance is enacted as an amendment to the zoning map of the City of Baldwin.

54 **Section 5. EFFECTIVE DATE.**

55 The effective date of the variances imposed by this ordinance shall be on the date the
56 ordinance is approved by the City of Baldwin, by and through its City Council.

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SO ORDAINED this 11th day of March, 2024.

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BALDWIN CITY COUNCIL

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By: _____
Mayor Stephanie Almagno

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Council Member Erik Keith

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Council Member Joseph Satterfield

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Council Member Kerri Davis

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Council Member Maarten Venter

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Council Member Alice Venter

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Attest:

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City Clerk Erin Gathercoal

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CITY COUNCIL
Mayor Stephanie Almagno
Erik Keith, Post 1
Joseph Satterfield, Post 2
Kerri Davis, Post 3
Maarten Venter, Post 4
Alice Venter, Post 5



Emily Woodmaster, CAO
Erin Gathercoal, City Clerk
Bubba Samuels, City Attorney

186 Hwy 441 Bypass
Baldwin, GA 30511
706-778-6341 ~ Cityofbaldwin.org

Council Action Form

Meeting Date: 3/5/24

Submitted By: Scott Brenner

Agenda Item: #1 INSTALLATION OF POWER IN DOWNTOWN CITY PARK

Classification (City Attorney must approve all ordinances, resolutions, and contracts):

- Ordinance (No.____) Contract Information Only Public Hearing
 Resolution (No.____) Ceremonial Discussion/Action Other

Background (Includes description, background, and justification)

Completion of DOWNTOWN PARK PROJECT - RUNNING ELECTRIC FOR OUTLETS

Budgeting & Financial Impact (Included project costs and funding sources)

SPLOST VI Parks 100-6200-522206-00

Capital Asset Cost \$31,800.- Useful Life 10 Years - 20 Years

Staff Recommendation (Include possible options for consideration)

Approve & INSTALL Per Request.

Department Head Approval [Signature] Date 3/5/24
City Attorney Approval [Signature] Date _____
CAO Approval [Signature] Date 3/5/24

Council Denial _____
Council Tabled Until _____
Council Approval _____

CITY OF BALDWIN

Post Office Box 247 • Baldwin, Georgia 30511-0247 • (706) 778-6341

February 29, 2024

Emily Woodmaster
City of Baldwin CAO

RE: Downtown Park Electric Service

Emily,

These are the companies that were contacted to submit bids on running a new electrical service at Downtown Park as well as the bids.

- | | |
|--------------------|-----------------|
| 1. Midway Electric | No Bid Received |
| 2. MPE | \$ 31,800.00 |
| 3. A&A Electric | No Bid Received |

Please let me know if you have any questions.

Regards,



Scott Barnhart

Public Works Director



Mechanical Pumping Electrical Services
 P.O. Box 579 Demorest, Georgia 30535
 Phone: 706-968-9216 www.mpes.biz

Quote

EST0064

Date

2/8/2024

Total

USD \$31,800.00

To: Scott Barnhart
 Public Works Director
 City of Baldwin
sbarnhart@cityofbaldwin.org

We are pleased to quote the following scope of work.

DESCRIPTION	AMOUNT
Baldwin Park Project: Per our meeting and site visit we propose the following:	
1 - 200amp 40 circuit main distribution panel	
14 - 120v dedicated circuits	
8 - 230v 50amp circuits	
14 - 20amp ground fault receptacles	
14 - 20amp duplex receptacles	
3000ft - 3/4" PVC conduit	
1000ft - 1" PVC conduit	
9000ft - #12 THHN	
3000ft - #6 THHN	
1000ft - #10 THHN	
Necessary misc. conduit fittings, 4x6x8 posts, 4x4 posts, and concrete	
Materials and Labor Total:	\$31,800.00
<i>*This price does not include excavation, boring, covering, sod/seeding (to be done by City of Baldwin)</i>	
<hr/>	
SUBTOTAL	\$31,800.00
TAX (0%)	\$0.00
<hr/>	
TOTAL	USD \$31,800.00

Respectfully Submitted,

Rick Barron

Rick Barron, Project Manager

**Memorandum of Understanding (MOU)
GACP & Baldwin Police Department
Crash Data Reporting System
Project ID: GA-2024-405cM3DA-027-R1
Grant Amount: \$10,000.00**

Recipient Department: Baldwin Police Department

Date: February 29, 2024

Purpose: To facilitate the electronic reporting of crash data by municipal, county and university law enforcement agencies to the Georgia Department of Transportation (GDOT) through LexisNexis, Inc.

Terms:

1. Recipient department does not have mobile data units, or the mobile units are over three (3) years old in their patrol vehicles for recording and reporting crash data electronically,
2. Recipient department must obtain and maintain internet service and a valid email address for 36 months from the date of receipt of any grant offer. Any cost associated with this service is the responsibility of the recipient department. In addition, recipient department is required to notify the Georgia Association of Chiefs of Police (GACP) of receipt of internet service and provide the email address by sending an email to operations@gachiefs.com. Should changes occur in the department's Internet service or With the department's email address, the recipient department shall notify GACP within 7 days.
3. Recipient department is responsible for the cost of air cards when and if needed.
4. Recipient department is responsible for the cost of access to the GCIC network (LIMS), when needed.
5. Recipient department agrees to submit crash data electronically to GDOT (via Georgia Electronic Accident Reporting System - GEARS) through LexisNexis, Inc. in a timely manner and to inform parties involved in a crash of the ability to purchase crash reports online at www.buycrash.com

NOTE: If your agency allows for the distribution of free accident reports; those reports may still be provided free as per your policy; however out-of-county or out-of-state individuals usually are not able to acquire copies of accident reports expeditiously, since the accident reports typically must be reviewed and approved by a supervisor. This agreement will allow individuals and insurance companies to obtain copies of accident reports electronically by contacting the Georgia Department of Transportation's selected vendor, LexisNexis. When LexisNexis sells electronic copies of accident reports Via their website (www.buycrash.com) the agency that originally submitted the accident report will be reimbursed up to the state allotted amount of \$5.00 per report. Consequently, this agreement will enable your administrative staff to focus on other duties without any loss of revenue.

6. Equipment provided is to be used solely for law enforcement purposes. Equipment cannot be transferred or otherwise re-assigned for non-law enforcement use. Equipment provided is the property of the **Baldwin Police Department** and not the property of the Chief/designee. The equipment is to be installed in marked law enforcement vehicles that are used for routine traffic enforcement and/or patrol.
7. Recipient department is responsible for maintaining equipment in good working order and shall not make any modification, alteration, or other changes to the equipment that would or could potentially void the warranty from the vendor for the equipment. (NOTE: Appropriate software packages are usually able to be provided free through LexisNexis for the purposes of this grant.) Recipient department agrees to provide the GACP with a spreadsheet showing the purchase of each individual item that is capable of storing data

regardless of cost. Recipient department also agrees to immediately notify the GACP of any computer that stops working and must be surplus or replaced.

8. Recipient departments agree to participate in programs and activities of their designated GOHS Traffic Enforcement Network, report enforcement data in a timely manner, provide updates and allow for equipment inspections as determined by the GACP and/or GOHS, by them or designated agents.
9. Equipment purchased by the recipient department must be of ruggedized construction and meet or exceed the following specifications: O/S Requirements:
 - Windows 7 or above
 - Memory Requirements:
 - 256 MB RAM minimum, 512 RAM recommended.
 - Storage Requirements:
 - 600 - 2 GB Storage, depending on above components selected.

Neither the GACP nor the GOHS are responsible for the repair or replacement of issued equipment: instead, the county, municipal or college police department (recipient department) is responsible for all repairs or replacement.

10. Consult a vendor regarding the equipment as specified in Section 8 of the MOU. The grant recipient department can choose any vendor to make their purchases and installations of equipment through. Should you have any questions regarding items eligible for reimbursement, please contact me. **The maximum reimbursement amount for the mobile data units, including all peripheral equipment, will be stated in your agency's MOU. Please note that you may not purchase any single item with a cost of \$5,000.00 or more for that one item. This is to be in compliance with Federal Grant guidelines. You must also provide individual information, in the provided spreadsheet, in reference to the purchase of any individual item that can store data.**

11. The terms of this agreement are valid for thirty-six (36) months from the date received.
12. Should the **Baldwin Police Department** wish to cancel this-agreement prior to the end of the thirty-six (36) months, the agency will refund GACP the entire grant award of **\$10,000.00**.
13. Recipient department's CEO, or designee, is responsible for providing GACP, via email, with confirmation that the equipment has been delivered and installed within the timeframe specified. Any violation of these terms, or if it is determined that the equipment is not being used for the purposes intended, will result in the department forfeiting the equipment and being held responsible for any damages.

By signing below, you acknowledge that you are the recipient department's CEO and have read, understood, to abide by the terms of this. agreement.

Signature: _____ Date: _____

Printed Name/ Title: _____, **Baldwin Police Department**