



CITY OF SOCIAL CIRCLE

APRIL 6, 2023

6:30 PM

City Community Room 138 East Hightower Trail

Mayor and Council

Work Session Agenda

WORK SESSION 6:30 PM

I. CALL TO ORDER

Roll Call

II. PLEDGE OF ALLEGIANCE

III. INVOCATION

IV. AGENDA ITEMS

1. Juniper Street Lateral Repair and Re-Location
2. Bid Award for Heritage Park/Town Park Drainage Project
3. Broadband Ready Community Ordinance
4. Update on UDC Process

V. EXECUTIVE SESSION

An Executive Session may be called:

- To discuss pending and/or potential litigation, settlement claims, administrative proceedings or other judicial actions, which is exempt from the Open Meetings Act pursuant to O.C.G.A. Section 50-14-2(1).
- To authorize negotiations to purchase, dispose of, or lease property; authorize the ordering of an appraisal related to the acquisition or disposal of real estate; enter into a contract to purchase, dispose of, or lease property subject to the acquisition or disposal of real estate; enter into a contract to purchase, dispose of, or lease property subject to approval in a subsequent public vote; or enter into an option to purchase, dispose of, or lease real estate subject to approval in subsequent public vote, which is excluded from the Open Meetings Act pursuant to Section 50-14-3(b)(1)(C).
- Upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee, which is excluded pursuant to O.C.G.A. 50-14-3(b)(2).

VI. ADJOURN



The City Of
SOCIAL CIRCLE

166 North Cherokee Road · Post Office Box 310 · Social Circle, Georgia 30025
 Office: 770-464-2380 · Fax: 770-464-2113

DATE: April 6, 2023

TO: Mayor and City Council

CC: Eric Taylor, City Manager

FROM: Robbie Groves, Public Works Director

SUBJECT: Sewer Lateral Repair/Relocate Juniper Street

Issue:

Sewer Lateral Repair/Relocate Juniper Street

Background:

The City's Sewer Use Ordinance states that the City is responsible for any pipe and sewer tap that is in the right-of-way. The lateral for 291 N. Cherokee Road is in the middle of Juniper Street and runs all the way to North Cherokee where the sewer tap is located. The City is responsible for this lateral. This existing sewer lateral is made from old Orangeburg pipe. That pipe was used in the 1950's and 1960's. It is basically compressed paper pipe that can egg shape and collapse. This lateral has collapsed.

The Staff recommends the City abandon this old pipe in place and have a new lateral installed using PVC pipe on the property owner's side of the right-of-way. This is the most inexpensive solution for lateral replacement. Replacing the existing pipe on Juniper would increase the cost drastically since the asphalt would have to be replaced. Additionally, if the pipe is replaced on the property owner's side, the property owner will be responsible for future issues with the lateral on his side since it would no longer be in the in the right-of-way.

Staff has asked four (4) contractors for quotes to replace the lateral and received two (2) quotes. JJA Enterprises has the lowest quote. They are already in our system as they have done satisfactory work for the city in the past.

JJA Enterprises, LLC	\$28,500
Ashlind Contracting	\$32,160.72

Recommendation:

Staff recommends Council approval for JJA Enterprises, LLC to do the work in the amount of \$28,500.00. This project can be funded in the current Wastewater Budget under Repairs and Maintenance.

"Georgia's Greatest Little Town"



The City Of
SOCIAL CIRCLE

166 North Cherokee Road · Post Office Box 310 · Social Circle, Georgia 30025
 Office: 770-464-2380 · Fax: 770-464-2113

DATE: April 6, 2023

TO: Mayor and City Council

CC: Eric Taylor, City Manager

FROM: Robbie Groves, Public Works Director

SUBJECT: Heritage Park – Town Park Drainage Improvements Project

Issue:

Heritage Park – Town Park Drainage Improvements Project

Background:

On Tuesday, February 28, 2023, the City of Social Circle issued a Request for Bids for furnishing all materials, labor, tools, equipment, and any other miscellaneous items necessary for the Heritage Park – Town Park Drainage Improvements.

The following bids were received on Thursday, March 30, 2023

Conner Grading and Landscaping	\$60,616.00
SH Creel contracting	\$120,400.00
D&L Contractors	\$132,897.00
Tri Scapes, Inc.	\$471,011.29

Recommendation:

Staff recommends Council award the bid to Conner Grading and Landscaping. This project is funded in the current budget under Capital Outlay – Storm Drainage.



April 3, 2023

City of Social Circle
 Ms. Robbie Groves, Public Works Director
 166 North Cherokee Road
 Social Circle, Georgia 30025

RE: Heritage Park – Town Park Drainage Improvements Project

Dear Robbie:

On Tuesday, February 28, 2023 the City of Social Circle issued a Request for Bids for furnishing all materials, labor, tools, equipment, and any other miscellaneous items necessary for the Heritage Park – Town Park Drainage Improvements.

The following bids were received on Thursday, March 30, 2023.

CONTRACTOR	LUMP SUM QUOTES
Conner Grading and Landscaping	\$60,616.38
SH Creel Contracting	\$120,400.00
D&L Contractors	\$132,897.00
Tri Scapes, Inc.	\$471,011.29

Based on our review of the bids received, it appears that the lowest and best bid is that of Conner Grading and Landscaping in the amount of SIXTY THOUSAND, SIX HUNDRED SIXTEEN DOLLARS AND 38/100 DOLLARS (\$60,616.38). We have worked with Conner Grading and Landscaping on past projects, and the quality of their work has been very good.

Please feel free to call or email me with any questions regarding our review of the quotes received.

Sincerely,

Jimmy Parker, P.E.
 Senior Vice President



The City Of
SOCIAL CIRCLE

166 North Cherokee Road · Post Office Box 310 · Social Circle, Georgia 30025
 Office: 770-464-2380 · Fax: 770-464-2113

Agenda Report

DATE: April 6, 2023

TO: Mayor and City Council

FROM: Ashley Davis, Community Development Director

SUBJECT: Broadband Ready Community

Issue:

The City of Social Circle becoming a Broadband Ready community.

Background:

In June of 2022, Mayor and Council adopted the Comprehensive Plan that is now in place for the City of Social Circle. Part of that Comprehensive Plan is becoming a Broadband Ready community (see STWP goal 30). There are two major benefits of being designated a Broadband Ready community: marketing for the city to incentivize broadband providers to expand into the city limits and having an advantage on grant applications for broadband expansion and services.

The Broadband Ready ordinance is required to be adopted in order to apply to be a Broadband Ready community. There is a model ordinance provided by the Department of Community Affairs (DCA) that we have used. The main intent of the ordinance is to create a streamlined and inexpensive permitting process for broadband providers.

Recommendation:

Staff recommends approval of the Broadband Ready Ordinance.

Attachment: Agenda Report - Broadband Ready Community (Broadband Ready Community Ordinance)

AN ORDINANCE FOR A BROADBAND READY COMMUNITY

As used in this ordinance, “broadband network project” means any deployment of broadband services.

As used in this ordinance, “political subdivision” means a county, municipal corporation, consolidated government, or local authority.

As used in this ordinance, “applicant” means a person applying for a permit for a broadband network project.

As used in this ordinance, “permit” means any local permit, license, certificate approval, registration, or similar form of approval required by policy, administrative rule, regulation, ordinance, or resolution with respect to a broadband network project.

(1) Single Point of Contact.

The City of Social Circle, Georgia shall appoint a single point of contact for all matters related to a broadband network project:

- a) The single point of contact documentation shall include;

City Manager

The City of Social Circle, GA

P.O. Box 310

Office: 770-464-2380

<https://www.socialcirclega.gov/departments/zoning-and-building-permits>

- b) The single point of contact shall be available for matters related to a broadband network project or a related liaison who may direct such inquiry in real time, with general scope and responsibilities to include permitting and right-of-way; and
- c) The single point of contact information must be current to maintain designation, by updating with such change in contact information on web pages and associated sources, within 15 calendar days of change.

(2) Application Completeness Review.

- a) The City of Social Circle shall determine whether an application is incomplete and notify the applicant, by email, of the determination by the City of Social Circle within 10 calendar days of receiving an application.
- b) If the City of Social Circle does not respond to the applicant on whether the application is incomplete, within 10 calendar days, the application shall be assumed to be complete on the 11th day.

(3) Notification of Incomplete Application.

- a) If the City of Social Circle determines that an application is not complete, the notification by email to the applicant shall specify all required components of the submitted application that were considered ‘incomplete’;
- b) The City of Social Circle’s response shall include a checklist of sequenced items that resulted in the application being deemed ‘incomplete’ and the review timeline shall be as follows:

- i. The applicant has up to 40 calendar days from the date of notification of incompleteness to respond back with corrections; and
 - ii. If the applicant does not respond back within 40 calendar days, the application is deemed canceled.
- c) If within 10 calendar days the City of Social Circle does not respond to the applicant on whether the corrected application is incomplete, the application shall be assumed to be complete on the 11th day; and
 - d) The City of Social Circle shall require a new submission and reset the process and application fees, should an application be deemed incomplete a second time.

(4) Approval or Denial Notification.

If, on or before the 11th day as described in 2 (b), an application is deemed complete, the City of Social Circle shall approve or deny an application within 10 calendar days unless a joint meeting between the applicant and the City of Social Circle is deemed as necessary.

- a) If a joint meeting is deemed necessary, the joint meeting must occur within 15 calendar days of notification of completion and the joint meeting shall include:
 - i. Where applicant is going to conduct work,
 - ii. When the work will be conducted,
 - iii. What type of work will be done,
 - iv. Who the City of Social Circle can contact for specific details or related questions, and
 - v. Any permit seeking approval under application.
 - vi. Following a joint meeting between the applicant and the City of Social Circle, the City of Social Circle shall deny or approve the application within 10 calendar days.
- b) Upon final approval, any required permit permitted shall be deemed issued.

(5) Related Fees.

- a) Any fee imposed by the City of Social Circle to review an application, issue a permit, or perform any other activity related to a broadband network project shall be reasonable, cost based, and nondiscriminatory to all applicants.
- b) Any application fee that exceeds \$100.00 shall be considered unreasonable unless the City of Social Circle can provide documentation justifying such fee based on a specific cost.

(6) Other Information.

- a) **Double Fee:** No City or County shall require an application or permit(s) when already approved by an authorized state or federal jurisdiction. Provider shall notify and provide a copy of the approved permit to the single-point-of-contact at the City or County prior to access of right-of-way within the City or County jurisdiction.
- b) **Application Validity Timeline:** Any approved application shall be valid for six months from the date of approval. Should a provider not commence the service request qualified in the approved application within six months, the application shall expire, and it shall require a new permit approval and any associated fees, as applicable.
- c) **Single Service Drop:** A City or County shall not require a permit for a broadband service provider to perform an installation of broadband service at an individual customer's service

address as long as the facility being utilized only transverses a deminimis portion of the public right-of-way to reach the customer’s property. The provider must still comply with the provisions of Chapter 9 of Title 25 of the O.C.G.A.

- (7) The City of Social Circle acknowledges:
 - a) A Georgia Certified Broadband Ready Community has an affirmative duty to notify the Georgia Department of Community Affairs of any changes to the information submitted as part of its application; and
 - b) Failure to notify Georgia Department of Community Affairs of changes may result in revocation of the City of Social Circle’s Broadband Ready Certification, should the certification be granted.
- (8) This ordinance shall take effect immediately upon adoption by the governing body upon final reading.

PASSED AND SO ORDERED, this ____ day of _____, 2019.

David Keener
 Mayor
 City of Social Circle

Attachment: Broadband Ready Draft Ordinance (Broadband Ready Community Ordinance)

SOCIAL CIRCLE COMPREHENSIVE PLAN | 2022-2026

#	ACTIVITY	TARGET OF COMPLETION	RESPONSIBLE PARTY	COST ESTIMATE	FUNDING SOURCE
20	Complete new Recreation Center in Social Circle in partnership with Walton County.	2022	Walton County, City Council, City Manager	Minimal	Walton County SPLOST, CDBG
21	Design a passive park with trails and water feature in partnership with Walton County across from South Walton Park.	2023-2024	Walton County, City Council, City Manager	Minimal	Walton County SPLOST, Grants
22	*Design and construct wastewater plant to serve industrial growth areas.	2024	City Wastewater Superintendent	\$34,000,000	City Utility Fund
23	*Place uniform signs on all downtown parking areas.	2022-2023	Downtown Director, Public Works Director	\$5,000	General Fund
24	*Identify parcels ideal for small, shared parking areas near downtown; construct parking as necessary.	2024	Downtown Director, Public Works Director	Dependent on Project	General Fund, SPLOST
25	*Implement AV improvements in the City Community Room to facilitate effective meetings, transparency, and ADA compliance.	2023	City IT	\$8,000	General Fund
26	*Study the feasibility of a stormwater utility fee to assess the existing system and fund public stormwater facilities.	2022-2023	City Manager, City Finance, Public Works Director	Assessment for the FY-2022-2023 budget-\$20,000	General Fund
27	Rehabilitate the deteriorating water and sewer infrastructure in the Mill Village and Marco Estates area.	2025	City Manager, Public Works Director, Wastewater Superintendent	\$1,750,000	CDBG, Loans, General Fund
28	Upgrade sewer facilities on Ronthor Drive and Tower Road.	2025	City Manager, Public Works Director, Wastewater Superintendent	\$1,750,000	CDBG, Loans, General Fund
29	Assess the City's natural gas capacity.	2022-2023	City Manager, Public Works Director, Gas Superintendent	TBD	Gas Fund
BROADBAND SERVICES					
30	Become a Broadband Ready Community.	2022-2023	Downtown Director, City Council	Staff Time	N/A

(continued on next page)

Attachment: Broadband Ready STW (Broadband Ready Community Ordinance)

COMMUNITY WORK PROGRAM

#	ACTIVITY	TARGET OF COMPLETION	RESPONSIBLE PARTY	COST ESTI-MATE	FUNDING SOURCE
31	*Study opportunities to improve internet/broadband service throughout the community.	2023	DDA, Downtown Director, Merchant's Group	TBD	Grants, General Fund, Private Funds
<i>INTERGOVERNMENTAL COORDINATION</i>					
32	Road Maintenance (paving, etc.).	2022-2023	Public Works Director	\$203,000	LMIG, SPLOST
33	Clean ditches within right-of-way city-wide.	2022-2026	Public Works Director	\$5,000-\$8,000 annually	LMIG, SPLOST
34	Purchase Water from Walton County.	2022-2027	Public Works Director	Dependent on Volume	City Water Fund
35	*Partner regionally to provide for water treatment in excess of existing plant capacity.	2023	City Manager, City Council	Dependent on Volume	Utility Fund
<i>EMERGENCY SERVICES</i>					
36	Assess public safety staff and resource needs to keep with the pace of growth.	2022-2027	Fire Chief, Police Chief, Council, City Manager	TBD	Grants, SPLOST, Loans, City Funds

Attachment: Broadband Ready STW (Broadband Ready Community Ordinance)