



# CITY COUNCIL WORK SESSION

*Beverly H. Burks –Mayor*

*Jamie Carroll*

*Awet Eyasu*

*Debra Johnson*

*Ahmed Hassan*

*Laura Hopkins*

*Mark W. Perkins*

*Shawanna Qawiy- Interim City Manager*

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## AGENDA

**Tuesday, October 26<sup>th</sup> 2021 7:00PM**

**HYBRID: IN-PERSON/ZOOM**

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### **A. ROLL CALL**

### **B. WORK SESSION- RESIDENT COMMENT POLICY**

Any member of the public may address questions or comments to the Council referencing only agenda items after the Mayor and Council have had the opportunity to discuss the agenda item. Each Attendee will be allowed 3 minutes for comments.

### **C. PRESENTATION / ADMINISTRATIVE BUSINESS NEW BUSINESS**

### **D. OLD BUSINESS**

(D1) Discuss Draft Excise Tax Ordinance

(D2) Amend the approved contract For The Driveway Paving Reimbursement Agreement

### **E. NEW BUSINESS**

(E1) Discuss Appointment of new City Clerk – Karen Sessoms

(E2) Discuss ARPA Fund Amendment – Fresh Harvest (Food Truck Purchase)

(E3) Discuss Adopting a Resolution to support the Initiatives of The Georgia Redistricting Alliance and Women Watch Afrika, Incorporated

(E4) Discuss a change order for the SPLOST 08 Market Street Resurfacing and Sidewalk Project.

(E5) Discuss repealing Ordinance No. 19-443 and to adopt a new Ordinance to adjust the annual licenses fee amount to be paid by insurance companies.

### **F. ADJOURNMENT**

CITY OF CLARKSTON

ITEM NO: D1

CLARKSTON CITY COUNCIL MEETING

HEARING TYPE:  
Work Session

BUSINESS AGENDA / MINUTES

ACTION TYPE:  
Discussion

MEETING DATE: OCTOBER 26, 2021

**SUBJECT:** Discuss adopting an Ordinance to levy and collect excise tax.

DEPARTMENT: CITY ADMINISTRATION

PUBLIC HEARING:  YES  NO

ATTACHMENT:  YES    NO  
Pages:

INFORMATION CONTACT: Councilman Awet Eyasu  
PHONE NUMBER: 404 296-6489

**PURPOSE:**

To discuss adopting an ordinance to impose a three percent municipal excise tax upon all lodging accommodations within the City of Clarkston.

**NEED/ IMPACT:**

Adoption of the proposed Excise Tax Ordinance would impact innkeepers who provide lodging of any kind to the public for value.

**RECOMMENDATION:**

N/A

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE BY THE CITY OF CLARKSTON TO ADOPT NEW ARTICLE III OF CHAPTER 8 OF THE CITY CODE, IN ORDER TO IMPOSE A THREE PERCENT MUNICIPAL EXCISE TAX UPON ALL LODGING ACCOMODATIONS WITHIN THE CITY.**

**WHEREAS**, O.C.G.A. § 48-13-51 authorizes the City to levy and collect an excise tax upon the furnishing for value to the public of any room or rooms, lodgings, or accommodations facilitated or furnished by an “innkeeper: as defined by State law; and

**WHEREAS**, the term “innkeeper” as defined by State law includes “marketplace innkeepers” that act as a marketplace facilitator for facilitating the furnishing for value to the public any room or rooms, lodgings, or accommodations on behalf of another person.

**NOW THEREFORE, BE IT ORDAINED** by the Clarkston City Council as follows:

Section. 1. New Article III of Chapter 8 of the City Code is hereby adopted, to read as follows:

**“ARTICLE III. - LODGING EXCISE TAXES**

**Sec. 8-31. - Applicability.**

An excise tax is to be charged within the city upon any innkeeper furnishing for value to the public of any room, lodging, or accommodations furnished by any person or legal entity licensed by or required to pay business or occupation taxes to the city for operating within the city a hotel, motel, inn, lodge, tourist camp, tourist cabin, or any other place in which rooms, lodgings, or accommodations are regularly furnished for value, as well as any “marketplace innkeeper” as defined by State law. The tax must not be applied to rooms furnished for one or more days to state or local government officials and employees traveling on official business or to rooms furnished to persons due to the destruction of their home or residence by fire or other casualty.

**Sec. 8-31. - Territorial limits.**

The tax herein shall apply to all portions of land lying within the corporate limits of the city.

**Sec. 8-32. - Amount of tax; due date.**

The tax is to be levied and collected at the rate of three percent of the charge to the public for the furnishing of rooms, lodgings, or accommodations. The tax collections are to be remitted to the city clerk on a quarterly basis within 30 days following the end of each quarter. The innkeeper or marketplace innkeeper responsible for collection of the tax shall remit to the city clerk the tax collected during the previous quarter less a three percent collection fee. If remittance of the tax collected is not made within 30 days following the end of the quarter, the person responsible for collecting the tax shall not be allowed to retain the statutory collection fee.

**Sec. 8-33. - Penalty for delinquent taxes.**

There is hereby imposed a penalty upon the person responsible for collection of the tax, if the tax is not remitted within 30 days following the end of each quarter. The penalty for failure to comply with this article shall be assessed in the amount of ten percent of the tax determined to be due and payable under the provisions of this article for the first 30 days or fraction thereof a delinquency and an additional one percent of the tax determined to be due for each additional month or fraction thereof of delinquency.

**Sec. 8-34. - Disposition of proceeds.**

The proceeds of this tax shall be used in accordance with O.C.G.A. § 48-13-51(a)(1).

**Sec. 8-35. - Recordkeeping; records inspection.**

In order to aid in the administration and enforcement of the provisions of this article and to collect all of the tax imposed, all innkeepers and marketplace innkeepers operating within the city are hereby required to keep a record of all sales and charges for rooms and lodging and the taxes collected. The records shall be open for inspection by any duly authorized agent of the city at all reasonable hours during the day.”

Section 2. The city manager shall report the adoption of the excise tax contemplated by this ordinance to the Georgia Department of Community Affairs

and cause the city to make such annual reports to said Department as may be required by State law.

Section 3. This ordinance shall become effective January 1, 2022.

**SO ORDAINED**, this \_\_\_\_ day of \_\_\_\_\_, 2021.

**CITY COUNCIL  
CITY OF CLARKSTON, GEORGIA**

\_\_\_\_\_  
BEVERLY H. BURKS, Mayor

**ATTEST:**

\_\_\_\_\_  
City Clerk

Approved as to Form:

\_\_\_\_\_  
Stephen G. Quinn, City Attorney

CITY OF CLARKSTON

ITEM NO: D2

CLARKSTON CITY COUNCIL MEETING

HEARING TYPE:  
Work Session

BUSINESS AGENDA / MINUTES

ACTION TYPE:  
Discussion

MEETING DATE: OCTOBER 26, 2021

**SUBJECT:** To amend the approved payment schedule for the Driveway Reimbursement Agreement with the property owner(s) of 906 Rowland Street and the City of Clarkston.

DEPARTMENT: City Administration

PUBLIC HEARING:  YES  NO

ATTACHMENT:  YES  NO  
Pages: 2

INFORMATION CONTACT: Shawanna Qawiy,  
Interim City Manager  
PHONE NUMBER: 404-296-6489

**PURPOSE:**

City Council approved a 12-months Driveway Reimbursement Agreement with the property owner(s) of 906 Rowland Street and the City of Clarkston. The property owner is requesting to amend the payment schedule to extend to 18 months.

**NEED/ IMPACT:**

Soil and sediment from the unpaved driveway of 906 Rowland Street has transported unsuitable materials onto the city street and will result in unsafe conditions for pedestrians, bicyclist, and vehicles. The continued erosion of these materials will cause damage to the future infrastructure on Rowland Street.

The city has offered to pave the driveway on private property utilizing the city's contractor on the Rowland Street Road Diet project provided the owner reimburse the city for the work performed. The estimated cost for construction to the owner is \$3,210. The amended request to extend the payment schedule to 18 months, will divide the estimated cost of \$3,210 into 17 monthly payments of \$178.33 and one (1) final payment of \$178.39 until paid in full.

The work is scheduled to be completed in January 2022.

**RECOMMENDATIONS:**

Staff recommends extending the schedule of the Driveway Reimbursement agreement with the City of Clarkston and the property owner(s) of 906 Rowland Street. The property owner shall pay 18 consecutive monthly payments to the City of Clarkston at \$178.33 per month (17-months), and one (1) final payment of \$178.39 until the estimated cost of \$3,210 is paid in full.

**DRIVEWAY PAVING REIMBURSEMENT  
AGREEMENT  
CITY OF CLARKSTON**

This agreement made and entered into on October \_\_\_\_\_, 2021  
between \_\_\_\_\_ (Property  
Owners) and the City of Clarkston, Georgia (City).

Whereas the City is paving, constructing sidewalks and other  
improvements on Rowland Street; and

Whereas soil and sediment from the unpaved driveway at 906 Rowland  
Street, Clarkston, GA 30021, has in the past and will continue to transport these  
unsuitable materials onto the City Street in the future which will result in unsafe  
conditions for pedestrians, bicyclist, and vehicles; and

Whereas the continued erosion of these materials will cause damage to  
the future upgraded City infrastructure on Rowland Street; and

Whereas, the City has directed the Owner to correct this condition through  
driveway paving or other means; and,

Whereas, the City has offered to pave the driveway on private property  
utilizing the City's contractor on the Rowland Street Road Diet Project provided  
the Owner reimburse the City for this work; and

Whereas, based on the city contractor's unit price for paving Rowland  
Street, including grading of the driveway to support the paving operation, the  
estimated cost for construction to the Owner is \$3,120.

Whereas the Owner agrees to monthly payments to the City and these  
payments are calculated to be the total cost of the construction divided by 18  
months, which equates to 18 consecutive monthly payments; 17 payments of  
\$178.33 and a final one (1) month payment of \$178.39; and

Whereas the cost to perform the work is an estimation only based on the  
anticipated quantities to perform the work and as such, quantities may increase  
or decrease slightly, which will result in the cost of the work to be less or more  
than the estimated provided herein; whereby the City will only invoice the Owner  
for the actual quantities utilized on this driveway paving project; and

Whereas, in order to perform the referenced work to the Property Owner  
(s) driveway, the Property Owner (s) will sign a temporary construction easement  
to the City and accompanying easement plat, attached as Exhibits A and B; and,

Whereas the City will provide the appropriate inspection services to  
ensure the driveway is properly constructed; and

Whereas the construction materials and details associated with the driveway paving includes grading within the footprint of the driveway to provide a stable base to pave, add additional stone as necessary and place and compact two (2) inches of 12.5 mm asphalt as the riding surface; and

Whereas the City will warrant the paving work for defects in materials and workmanship for a period of six (6) months commencing from the date that the work is 100% complete; and

Whereas the city has no legal obligation to perform any additional work off of City Right-of-Way upon completion of the paving work; and

Whereas, if the Owner chooses to perform this work with them on contractor, the work must be completed by January 1<sup>st</sup>, 2022; and

Whereas, if the work is not completed by January 1<sup>st</sup>, 2022, city will issue the appropriate violations of erosion and sediment control until which time the driveway conditions are corrected by the Owner; and

Whereas the Owner will immediately begin make monthly payments to the City upon receiving the invoice from the City for work completed as described herein; and

Agreed to by:

\_\_\_\_\_  
City Manager – City of Clarkston

\_\_\_\_\_  
Property Owner

\_\_\_\_\_  
Property Owner

\_\_\_\_\_  
Address of Property Owner

\_\_\_\_\_  
Date of Agreement



CITY OF CLARKSTON

ITEM NO: E1

CLARKSTON CITY COUNCIL MEETING

HEARING TYPE:  
Work Session

BUSINESS AGENDA / MINUTES

ACTION TYPE:  
Discussion

MEETING DATE: OCTOBER 26, 2021

**SUBJECT:** To discuss the appointment of Karen Sessoms as City Clerk.

DEPARTMENT: CITY ADMINISTRATION

PUBLIC HEARING:  YES  NO

ATTACHMENT:  YES  NO  
Pages:

INFORMATION CONTACT: Shawanna Qawiy,  
Interim City Manager  
PHONE NUMBER: 404 296-6489

**PURPOSE:**

To discuss the appointment of Karen Sessoms as City Clerk for the City of Clarkston.

**NEED/ IMPACT:**

With the retirement of the former City Clerk after 23 plus years of service, the city solicited for a new City Clerk. For the purpose of continuity of service to the citizens of Clarkston, the Mayor, and City Council shall appoint a permanent full time City Clerk to perform the codified and assigned duties associated with this position.

**RECOMMENDATION:**

Staff recommends approval to appoint Mrs. Karen Sessoms to the position of City Clerk for the City of Clarkston, Georgia.

CITY OF CLARKSTON

ITEM NO: E2

CLARKSTON CITY COUNCIL MEETING

HEARING TYPE:  
Work Session

BUSINESS AGENDA / MINUTES

ACTION TYPE:  
Discussion

MEETING DATE: OCTOBER 26, 2021

**SUBJECT:** To discuss allocating city ARPA funds for the purpose of purchasing a food truck for Fresh Harvest.

DEPARTMENT: CITY ADMINISTRATION

PUBLIC HEARING:  YES  NO

ATTACHMENT:  YES    NO  
Pages:

INFORMATION CONTACT: Councilman James Carroll  
PHONE NUMBER: 404 296-6489

**PURPOSE:**

Discuss the allocation of funds to purchase and build out a food truck for the Fresh Market initiative.

**NEED/ IMPACT:**

Fresh Harvest has made application through the City of Clarkston's Temporary Business Assistance Program requesting \$65,000 to purchase and build a customized food truck. This request is to increase the footprint of Fresh Market by adding additional days of the week to its distribution schedule as well as reach an increased number of residents and locations.

**RECOMMENDATION:**

N/A

# Memorandum of Understanding

Between

City of Clarkston, Georgia

and

Fresh Harvest

This Memorandum of Understanding (MOU) sets forth the terms and understanding between the City of Clarkston (the “City”) and Fresh Harvest (“Vendor”) to administer the emergency funding by the City of [briefly describe the use of funds] to assist persons residing in Clarkston that have been adversely affected by the Corona Virus Disease 2019 (COVID-19).

## Background

The World Health Organization declared COVID-19 a world health emergency and a global pandemic. A National Public Health Emergency was declared for the United States on March 13, 2020. And, the Governor of the State of Georgia declared a State Public Health Emergency in Georgia on March 14, 2020. The City has access to funding through the Federal American Rescue Plan Act (ARPA) to assist persons negatively impacted by COVID-19 and to prevent the further spread of COVID-19.

## Purpose

Fresh Harvest is seeking \$65,000 to build out a mobile vehicle unit for its Share the Harvest market. The mobile market will allow Fresh Harvest to expand the impact of its charitable program by facilitating more market days and locations and delivering greater healthy food access to Clarkston’s low income and largely vaccine hesitant population. Please see further information about the program in the attached proposal.

## Funding

The City has formally accepted certain funds from the American Rescue Plan Act, through the State of Georgia, from the Department of the Treasury. By this MOU, the City commits to expend up to \$ 65,000 of these funds on [brief description of program] through Vendor.

## Duration

This MOU shall become effective upon the signature by the city manager and the appropriate authorized official(s) representing Vendor. This MOU will remain in effect until the soonest of the following: program’s completion, the distribution of the agreed funding amounts, or December 31, 2021, unless modified or terminated by either party by mutual consent.

## Administrative Costs

City will reimburse Vendors' bona fide costs of administering the program covered by this MOU in an amount not to exceed twenty percent (20%) of the combined value of services and direct expenses of performing the purpose of this MOU. Such costs, if reimbursed, will count towards the total funding commitment for this program as set forth above. Administrative costs must be documented in the same manner as services and direct expenses (as set forth below) in order to be reimbursed by City.

### **Documentation and Reimbursement**

In order to be reimbursed for services or expenses towards the program contemplated by this MOU, Vendor must provide City with written evidence, in a form sufficient to satisfy the city manager, to prove that services or expenses were provided by Vendor for the purpose set forth in this MOU, as well as the value of such services and expenses.

### **Timing**

In order to qualify for reimbursement, services, direct expenses and administrative costs must be performed/incurred on or before December 31, 2021 and documentation of such services or expenses must be provided to the city manager no later than December 1, 2021, but can certainly be sooner. City will make reimbursement payments to vendor within thirty (30) days of receiving proper documentation.

Fresh Harvest ("VENDOR")

CITY OF CLARKSTON, GEORGIA



By: Joshua Deaton  
Title: Share the Harvest Coordinator

By: Robin I. Gomez  
Title: City Manager



**City Council**  
 Beverly H. Burks, Mayor  
 Awet Eyasu, Vice-Mayor  
 Jamie Carroll Ahmed Hassan  
 Laura Hopkins Debra Johnson  
 Mark Perkins

Robin I. Gomez, City Manager, City of Clarkston  
 678.409.9683, [rgomez@cityofclarkston.com](mailto:rgomez@cityofclarkston.com)

AUG/SEP/OCT 2021

# \* TEMPORARY BUSINESS ASSISTANCE PROGRAM \*

(Clarkston, GA)— The Clarkston City Council has allocated up to **\$150,000.00** from its share of the **Federal AMERICAN RESCUE PLAN ACT (ARPA)** to provide for a temporary **BUSINESS ASSISTANCE grant program to Clarkston businesses** impacted by the COVID-19 economic crisis. Due to the virus' continued impact resulting in economic & financial hardships including temporary closures and slow reopenings that have negatively impacted revenue/cash flow, the following process is offered to Clarkston businesses to apply for assistance:

1. COMPLETE & PROVIDE ALL INFORMATION REQUESTED BELOW.
2. MUST BE A BUSINESS WITHIN THE CORPORATE LIMITS OF THE CITY OF CLARKSTON.
3. MUST PROVIDE A VALID GOV'T ISSUED ID
4. MUST PROVIDE DOCUMENTATION SHOWING LOST REVENUE & FINANCIAL HARDSHIP.
5. ASSISTANCE OFFERED MAY COVER RENT OR UTILITY EXPENSES
6. MAXIMUM ASSISTANCE PROVIDED: 3 MONTHS OR \$5,000.

**INDIVIDUAL**

NAME: Joshua F Deaton  
FIRST MIDDLE LAST

**BUSINESS**

NAME: Fresh Harvest

**BUSINESS**

ADDRESS: 735 #116 Park N Blvd  
STREET NUMBER SUITE/UNIT # STREET NAME

PHONE: 404-721-4402 EMAIL: Joshua@freshharvestga.com

**BRIEF DESCRIPTION OF ASSISTANCE REQUESTED FROM CITY** Fresh Harvest is seeking financial assistance to build out a mobile vehicle unit for its Share the Harvest market. The mobile market will allow Fresh Harvest to expand the impact of its charitable food program by facilitating more market days and locations and delivering greater healthy food access to Clarkston's low income and largely vaccine hesitant population

CITY OF CLARKSTON

ITEM NO: E3

CLARKSTON CITY COUNCIL MEETING

HEARING TYPE:  
Work Session

BUSINESS AGENDA / MINUTES

ACTION TYPE:  
Discussion

MEETING DATE: OCTOBER 26, 2021

**SUBJECT:** To discuss a proposed resolution related to redistricting.

DEPARTMENT: CITY ADMINISTRATION

PUBLIC HEARING:  YES  NO

ATTACHMENT:  YES  NO  
Pages:

INFORMATION CONTACT: Mayor Beverly H. Burks  
PHONE NUMBER: 404-296-6489

**PURPOSE:**

To discuss adopting a resolution urging the Georgia General Assembly to conduct a transparent, fair and equitable redistricting process.

**NEED/ IMPACT:**

By adopting a resolution, the City of Clarkston will participate and support the redistricting efforts.

**RECOMMENDATION:**

N/A



**RESOLUTION  
NO. ...**

WHEREAS, the General Assembly is responsible for drawing congressional, legislative and local districts in State of Georgia through a legislative process subject to gubernatorial veto and these districts will determine whether voters have equal opportunities to elect candidates who share their lived experience for the next decade; and

WHEREAS, historically the \_\_\_\_ has conducted the redistricting process in an open manner with real opportunities for public dialogue and feedback, not behind closed doors; and

WHEREAS, counties/cities understand their districts should not be drawn for the purpose of favoring or discriminating against any political party or candidate, and;

WHEREAS, councilmembers or commissioners will educate each other on the redistricting process as well as their constituents;

WHEREAS, the county/ commission will not limit participation to the redistricting process based on their language spoke, their access to media, their proximity of geographic factors; and

WHEREAS, the county/city will utilize appropriate measures to maintain transparency and fairness throughout the redistricting process.

**NOW, THEREFORE, BE IT RESOLVED**, that the **Council of the City of** Clarkston, Georgia, urges the Georgia General Assembly to conduct the 2021 redistricting process in a fair, transparent, non-discriminatory and politically neutral manner.

**BE IT FURTHER RESOLVED** that **Clarkston City Council** urges the Georgia General Assembly to draw **Clarkston** districts in accordance with the following:



1. District boundaries should be drawn according to clearly described criteria, including respect for:
  - a. The U.S. Constitution's requirement of one person, one vote;
  - b. The Voting Rights Act (VRA);
  - c. Contiguity requirements (to draw districts as one connected area);
  - d. Communities of interest, city and county boundaries;
  - e. Political competition, where this does not conflict with the above criteria
  - f. Compactness, where this does not conflict with the above criteria;
2. *The addresses of any individual, including an incumbent officeholder or candidate, shall not be considered when any district is drawn.*
3. *The Georgia General Assembly should conduct a transparent redistricting process with full opportunities for public participation. All redistricting plan information should be available in a timely fashion, free of charge, via a public website with downloadable files that do not require software for viewing.*
4. The Georgia General Assembly should ensure language access as demonstrated by translating public facing materials into a minimum set of languages required to reach diverse Georgians (at least Spanish, Korean, Vietnamese, Mandarin/Cantonese, Hindi, Arabic). Also, demonstrate language access by providing for interpretation where necessary and feasible to gain public input.
5. The public should be provided the ability to draw and submit maps for Georgia General Assembly consideration.
6. The public should be given ample notice to participate in any Georgia General Assembly meetings, committee meetings, and public hearings.
7. Hearings to consider redistricting bills must not take place sooner than two weeks after the proposed maps are released to the public, and not sooner than five days for changed maps. Hearings must allow for virtual and remote participation, including citizen





testimony, via video conference such that citizens from across the state have ample opportunity to participate.

8. The Georgia General Assembly must provide a written response to the communities of interest submissions and clearly indicate whether or not it was deemed applicable and why.
9. Redistricting should occur once every 10 years following the decennial U.S. Census and Congressional Reapportionment and should be done primarily using decennial census data. American Community Survey data and other alternative data sources may be used as required by the Voting Rights Act and to protect and preserve communities of interest.
10. Mid-cycle redistricting should follow the guidance and standards as the decennial U.S. Census and Congressional Reapportionment and should be done primarily using decennial census data. American Community Survey data and other alternative data sources may be used as required by the Voting Rights Act and to protect and preserve communities of interest.

**BE IT FINALLY RESOLVED** that Georgia General Assembly shall not draw maps that favor or disadvantage a political party, candidate, or incumbent.

Adopted

ATTES *Flt:ttt*

On behalf of the **Clarkston City Council**, Georgia

Clerk of Clarkston City Council

CITY OF CLARKSTON

ITEM NO: E4

CLARKSTON CITY COUNCIL MEETING

HEARING TYPE:  
Work Session

BUSINESS AGENDA / MINUTES

ACTION TYPE:  
Discussion

MEETING DATE: OCTOBER 26, 2021

**SUBJECT:** To approve a change order for the SPLOST 08 Market Street Resurfacing & Sidewalks project.

DEPARTMENT: CITY ADMINISTRATION

PUBLIC HEARING:  YES  NO

ATTACHMENT:  YES  NO  
Pages:

INFORMATION CONTACT: Shawanna Qawiy ,  
Interim City Manager  
PHONE NUMBER: 404-296-6489

**PURPOSE:**

To approve a change order per the request of the city council by modifying the Market Street Resurfacing & Sidewalks plans to remove wooden guardrails at the cost of \$48,195.00 and include the bid alternate of painted metal guardrails at \$18,695.00

**NEED/ IMPACT:**

The Market Street Resurfacing & Sidewalks project was discussed with council during a site visit. After review, the consultant engineer confirmed that there is no requirement from an engineering requirement for a guardrail to be erected for the purpose of safety. There is an ease about in the curve at the nature preserve with a posted speed limit of 15 MPH.

**RECOMMENDATION:**

Staff recommends approving the change order request to remove the cost to erect wooden guardrails for the SPLOST 08 Market Street Resurfacing & Sidewalks project with the installation of the alternate bid to include painted metal guardrails at \$18,695.00

**EXHIBIT J**  
**BID SCHEDULE**

*City of Clarkston; DeKalb County, GA.*

**SPLOST 08 – MARKET STREET RESURFACING & SIDEWALKS**

**Project Description:** Provide all labor, materials, equipment and services for grading, demolition, resetting existing granite curb, new sidewalk, crosswalks, ADA ramps, guardrail, driveway reconstruction, milling and resurfacing for Market Street and milling & resurfacing of Carroll Park Drive and related tasks

Item Code	Item Description	Qty	Unit Item	Unit Price	Cost
150-1000	TRAFFIC CONTROL	1	LS	\$32,500.00	\$32,500.00
163-0232	TEMPORARY GRASSING	0.1	AC	\$500.00	\$50.00
163-0240	MULCH	10	TN	\$200.00	\$2,000.00
165-0010	MAINTENANCE OF TEMPORARY SILT FENCE; TYPE A	100	LF	\$1.00	\$100.00
171-0010	TEMPORARY SILT FENCE; TYPE A	100	LF	\$2.00	\$200.00
210-0100	GRADING COMPLETE <sup>1</sup>	1	LS	\$314,043.00	\$314,043.00
402-3103	RECYCLED ASPH CONC 9.5 MM SUPERPAVE, TYPE II, GP 2 ONLY, INCL BITUM MATL & H LIME	745	TN	\$122.00	\$90,890.00
402-3130	RECYCLED ASPH CONC 12.5 MM SUPERPAVE, GP 2 ONLY, INCL BITUM MATL & H LIME	760	TN	\$118.00	\$89,680.00
413-0750	TACK COAT; .10 GAL/SY	930	GAL	\$6.15	\$5,719.50
430-0160	PLAIN CONCRETE PVMT, CL 1 CONC, 6 IN THK	20	SY	\$50.00	\$1,000.00
432-0210	MILL ASPH CONC PVMT, 2.5 IN DEPTH	8,750	SY	\$4.25	\$37,187.50
441-0016	DRIVEWAY CONCRETE, 6 IN TK W/ FIBER MESH <sup>9</sup>	110	SY	\$50.00	\$5,500.00
441-0104	CONC. SIDEWALK, 4 IN	1,675	SY	\$29.75	\$49,831.25
441-6012	CONC CURB & GUTTER, 6 IN X 24 IN, TP 2	294	LF	\$16.00	\$4,704.00
441-7014	CURB CUT WHEELCHAIR RAMP, TYPE D (includes detectable warning surface truncated dome - yellow)	21	EA	\$1,000.00	\$21,000.00
500-9999	CLASS B CONC. BASE (for granite curb reset)	200	CY	\$240.00	\$48,000.00
611-5280	RESET GRANITE CURB	5,310	LF	\$7.00	\$37,170.00
636-1036	HWY SGN, TP 1 MAT, REFL SH TP 11	123	SF	\$25.00	\$3,075.00
636-2070	GALV STEEL POSTS, TP 8	324	LF	\$10.00	\$3,240.00
643-8200	BARRIER FENCE (ORANGE), 4 FT. TREE PROTECTION FENCE	200	LF	\$2.00	\$400.00
653-1804	THERMO SOLID TRAF STRIPE 8 IN CROSSWALK, WHITE	1,775	LF	\$3.00	\$5,325.00
668-5000	JUNCTION BOX	1	EA	\$3,000.00	\$3,000.00
668-1100	CATCH BASIN, GP 1 (includes brick riser)	4	EA	\$3,000.00	\$12,000.00
670-9730	RELOCATE WATER METER, INC BOX	2	EA	\$1,250.00	\$2,500.00
NA	RELOCATE FIRE HYDRANT	2	EA	\$3,000.00	\$6,000.00
NA	LANDSCAPE <sup>3</sup>	1	LS	\$6,000.00	\$6,000.00
700-9300	SOD (Bermuda - Tifway 419)	550	SY	\$8.00	\$4,400.00
702-9025	LANDSCAPE MULCH	200	SY	\$15.00	\$3,000.00
754-4000	WASTE RECEPTACLE UNIT <sup>8</sup>	5	EA	\$2,500.00	\$12,500.00
754-5000	BENCH (4 ft) <sup>8</sup>	3	EA	\$3,000.00	\$9,000.00
NA	EASABOUT <sup>2</sup>	4	EA	\$7,000.00	\$28,000.00
NA	TREE MAINTENANCE Lot 7 - Market St) <sup>4</sup>	1	LS	\$7,000.00	\$7,000.00



NA	POROUS CONCRETE 6 IN. (driveway Lot 7) <sup>5</sup>	14	SY	\$135.00	\$1,890.00
NA	GUARDRAIL (wooden) <sup>6</sup>	220	LF	\$100.00	\$22,000.00
NA	CONTINGENCY <sup>7</sup>	1	LS	\$25,000.00	\$25,000.00
<b>TOTAL</b>					<b>\$893,905.25</b>

**ADD ALTERNATE**  
(must be completed with bid submittal)

641-1200	GUARDRAIL, TP W	158	LF	\$52.50	\$8,295.00
641-5001	GUARDRAIL ANCHORAGE, TP 1	1	EA	\$2,150.00	\$2,150.00
641-5012	GUARDRAIL ANCHORAGE, TP 12	1	EA	\$3,750.00	\$3,750.00
NA	PAINT GUARDRAIL & POSTS	LS	LS	\$4,500.00	\$4,500.00
<b>TOTAL</b>					<b>\$ 18,695.00</b>

**BID SCHEDULE ITEM DESCRIPTION & NOTATIONS**

1. Grading complete includes all demolition (includes existing sidewalk, storm lines, pavement sawcutting, etc. ), relocation of mailboxes and other structures and earthwork as well as tree removal (2 trees - 40" caliber total) and fine grading and earthwork at Lot 7 Driveway (3785 Market Street)
2. Easabout unit price for construction includes granite curb reset, inside roll-back curb, planting soil backfill (clean - per GDOT specifications), removal of existing asphalt within footprint of easabout and temporary grassing (no landscaping).  
Refer to plan sheet for easabout details. Pavement sub-base under footprint of easabout shall be loosened to a min depth of 12 inches to improve soil permeability
3. City to specify landscaping materials and soil amendments to be used for easabout and roadside landscape areas. Contractor to provide quote
4. Refer to attached tree maintenance tasks for Lot 7 - contractor to obtain quotes from qualified tree service firms for city approval - See Exhibit O
5. Refer to Exhibit P. Provide City with mix design submittal for approval
6. Refer to Exhibit Q. Provide City with a mockup of one (1) section of rail for review and approval
7. City discretionary contingency
8. Refer to Exhibit R – benches and waste receptacle specifications
9. All areas of driveway reconstruction and/or extension shall be with 4000 PSI quick set concrete with fiber mesh.

**BID SCHEDULE GENERAL NOTES**

- (A) Carroll Park Drive - variable mill & inlay select locations (identified by the city) with 1.5 IN. 12.5 mm binder course and 1.25 IN 9.5 mm (135 LB/SY) surface course
- (B) Market Street - mill 2.5 inches with 1.5 IN. 12.5 mm binder course (165 LB/SY) and 1.5 IN. 9.5 mm surface course (165 LBS/SY) for total of 3 inches AC
- (C.) Granite curb reveal – min.7 in. (city direction)
- (D) Granite curb shall be tapered down at each driveway to where edge of granite curb abuts driveway at the same elevation
- (E) The Contractor shall be responsible for the cost of setting his own grades to ensure that his construction fits existing field conditions
- (F) Flaggers required to direct traffic on Market Street when one-lane is closed. Market St must be 2-way at the conclusion of each work day
- (G) Contractor responsible for all material testing. Testing required for asphalt and concrete per GDOT frequency and methods
- (H) For Add Alternate, guardrail and posts to be prepped for painting by thoroughly cleaning with lacquer thinner and vinegar and applying 2 coats of Sherwin Williams exterior paint - National Forest "brown" - to be approved by the city.

CITY OF CLARKSTON

ITEM NO: E5

CLARKSTON CITY COUNCIL MEETING

HEARING TYPE:  
Work Session

BUSINESS AGENDA / MINUTES

ACTION TYPE:  
Discussion

MEETING DATE: OCTOBER 5, 2021

**SUBJECT:** To discuss repealing Ordinance No.19-443; an Ordinance by The City of Clarkston to Amend Chapter 11 of the City Code to Adjust the Annual License Fee Amount to be Paid by Insurance Companies and to adopt a new ordinance to increase the annual license fee for each insurer doing business within the City of Clarkston to \$75.

DEPARTMENT: City Administration

PUBLIC HEARING:  YES  NO

ATTACHMENT:  YES  NO  
Pages:

INFORMATION CONTACT: Shawanna Qawiy,  
Interim City Manager  
PHONE NUMBER: 404-296-6489

**PURPOSE:**

To discuss repealing Ordinance No. 19-443 and adopting of a new ordinance to increase the annual license fee for each insurer doing business within the City of Clarkston from \$50 to \$75.

**NEED/ IMPACT:**

License fees imposed in the new ordinance shall be due and payable on the first day of 2022 and on the first date of each subsequent year.

**RECOMMENDATIONS:**

Staff recommends to repeal ordinance No. 19-443; an Ordinance by the City of Clarkston to Amend Chapter 11 of the City Code to Adjust the Annual License Fee Amount to be Paid by Insurance Companies and to adopt a new ordinance to increase the annual license fee for each insurer doing business within the City of Clarkston to \$75.

ORDINANCE NO. 19- 443

**AN ORDINANCE BY THE CITY OF CLARKSTON TO AMEND CHAPTER 11 OF THE CITY CODE TO ADJUST THE ANNUAL LICENSE FEE AMOUNT TO BE PAID BY INSURANCE COMPANIES.**

**WHEREAS**, the City currently imposes an annual license fee on insurance companies doing business in Clarkston pursuant to O.C.G.A. § 33-8-8; and

**WHEREAS**, State law sets the maximum annual fee that may be imposed by a municipality upon each insurance company location based on the population of the municipality; and

**WHEREAS**, the population of Clarkston is between 10,000 and 24,499 residents; and

**WHEREAS**, the City Council desires to impose an annual license fee of \$75.00 per location on insurance companies for the privilege of engaging in the business of insurance within the City of Clarkston.

**NOW THEREFORE, BE IT ORDAINED BY** the City Council of the City of Clarkston as follows:

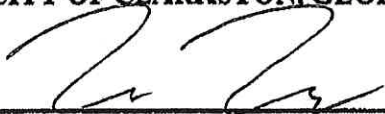
**SECTION 1.** Subsection (5) of City Code § 11-51 is hereby deleted and replaced with the following text:

“(5) Insurance companies governed by O.C.G.A. § 33-8-8 shall pay an annual license fee in the amount of Seventy-Five Dollars (\$75.00) per location within the City.”

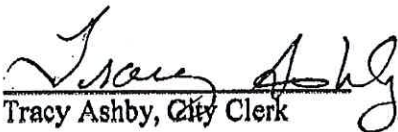
SECTION 2. This ordinance shall become effective immediately upon its adoption and signature by the Mayor.

SO ORDAINED, THIS 8 DAY OF August, 2019.

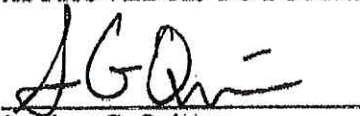
CITY COUNCIL  
CITY OF CLARKSTON, GEORGIA

  
\_\_\_\_\_  
Mayor Ted Terry

ATTEST:

  
\_\_\_\_\_  
Tracy Ashby, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Stephen G. Quinn  
City Attorney

## ORDINANCE

To impose license fees on insurers conducting business within the City of Clarkston, Georgia; to impose a gross premiums tax on insurers operating within the State of Georgia; to provide an effective date; to repeal conflicting ordinances; and other purposes.

Be it ordained by the Mayor and Council of the City of Clarkston, Georgia; and it is hereby ordained by authority thereof:

### Section 1. Insurers License Fees

There is hereby levied for the year 2022 and for each year thereafter an annual license fee upon each insurer doing business within the City of Clarkston, Georgia in the amount of seventy-five dollars (\$75). For each separate business location in excess of one not covered by Section 2, which is operating on behalf of such insurers within the City of Clarkston, Georgia, there is hereby levied a license fee in the amount of seventy-five dollars (\$75). For the purposes of this ordinance, the term "insurer" means a company which is authorized to transact business in any of the classes of insurance designated in O.C.G.A. Sec. 33-3-5.

### Section 2. License Fees for Insurers Insuring Certain Risks at Additional Business Locations

For each separate business location, not otherwise subject to a license fee hereunder, operated and maintained by a business organization which is engaged in the business of lending money or transacting sales involving term financing and in connection with such loans or sales offers, solicits or takes application for insurance through a licensed agent of an insurer for insurance said insurer shall pay an additional license fee of twenty-six and 25/100 dollars (\$26.25) per location for the year 2022 and for each year thereafter.



**Section 3. Gross Premiums Tax Imposed on Life Insurers**

There is hereby levied for the year 2022 and for each year thereafter an annual tax based solely upon gross direct premiums upon each insurer writing life, accident and sickness insurance within the State of Georgia in an amount equal to one percent (1%) of the gross direct premiums received during the preceding calendar year in accordance with O.C.G.A. Sec.33-8-8.1. Gross direct premiums as used in this section shall mean gross direct premiums as used in O.C.G.A. Sec.33-8-4. The premium tax levied by this section is in addition to the license fees imposed by Section 1 of this ordinance.

**Section 4. Gross Premiums Tax, All Other Insurers**

There is hereby levied for the year 2022 and for each year thereafter an annual tax based solely upon gross direct premiums upon each insurer, other than an insurer transacting business in the class of insurance designated in subsection 1 of O.C.G.A. Sec.33-3-5, doing business within the State of Georgia in an amount equal to two and one-half percent (2.5%) of the gross direct premiums received during the preceding calendar year in accordance with O.C.G.A. Sec.33-8-8.2. Gross direct premiums as used in this section shall mean gross direct premiums as used in O.C.G.A. Sec.33-8-4. The premium tax levied by this section is in addition to the license fees imposed by Section 1 of this ordinance.

**Section 5. Due Date for License Fees**

License fees imposed in Sections 1 and 2 of this ordinance shall be due and payable on the first day of 2022 and on the first date of each subsequent year.

**Section 6. Administrative Provisions**

The City Clerk is hereby directed to forward a duly certified copy of this ordinance to the Insurance Commissioner of the State of Georgia within 45 days of its enactment.

**Section 7. Effective Date**

This ordinance shall become effective January 1, 2022.

**Section 8. Severability**

In the event any portion of this ordinance shall be declared or adjudged invalid or unconstitutional, it is the intention of the City Council of the City of Clarkston, Georgia, that such adjudication shall in no manner affect the other sections, sentences, clauses or phrases of this ordinance which shall remain in full force and effect, as if the invalid or unconstitutional section, sentence, clause or phrase were not originally a part of the ordinance.

**Section 9. Repealer**

All ordinances and parts of ordinances in conflict with this ordinance are hereby repealed.

Ordained this \_\_\_\_\_ day of \_\_\_\_\_, 2021 by the Mayor and Council of the City of Clarkston, Georgia.

\_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_

\_\_\_\_\_  
City Clerk

I hereby certify that the foregoing is a true and accurate copy of an ordinance of the City of Clarkston, Georgia adopted on the

\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

City Seal

\_\_\_\_\_  
City Clerk