



Newnan City Council Meeting

April 14, 2026

Newnan City Hall

Richard A. Bolin Council Chambers

25 LaGrange Street

2:30 PM

City of Newnan Mission Statement: To provide cost-effective programs and services while continuously focusing on preserving and enhancing the quality of life that is enjoyed by all Newnan citizens

CALL TO ORDER

INVOCATION

READING OF MINUTES

- A. Minutes from Regular Meeting on March 24, 2026

REPORTS OF BOARDS AND COMMISSIONS

- B. 1 Appointment - Christmas Commission, 3-year term
- C. 1 Appointment - Convention Center Authority, 3-year term
- D. 1 Appointment - Development Authority, 4-year term
- E. 2 Appoinitments - Newnan Urban Redevelopment Agency, 3-year terms
- F. 3 Appointments - Youth Activities Commission, 3-year terms
- G. Consideration of Appointment to the Comprehensive Plan Steering Committee representing the African American Alliance

REPORTS ON OPERATIONS BY CITY MANAGER

REPORTS AND COMMUNICATIONS FROM MAYOR

NEW BUSINESS

- H. Recognize Georgia Cities Week April 19-25, 2026
- I. Public Hearing - Application for Alcohol Beverage License - Newnan Chevron - Retail Off Premise (Package) Sales of Malt Beverages and Wine - 20 Hampton Way - Reason: Name and Licensee Change and Add License Rep
- J. Public Hearing - Application for Alcohol Beverage License - Jackson Food Mart - Retail Off Premise (Package) Sales of Malt Beverages and Wine - 223 Jackson St. - Reason: Name and Licensee Change
- K. Public Hearing - Application for Alcohol Beverage License - Let's Talk Brunch, LLC - Retail On Premise (Pouring) Sales of Distilled Spirits, Malt Beverages and Wine - 226 Greenville St. Ste H. - Reason: New Business
- L. Public Hearing - Application for Alcohol Beverage License - Par Fore Golf Company, LLC - Retail On Premise (Pouring) Sales of Malt Beverages and Wine - 27 Madison

St. - Reason: New Business

- M. Public Hearing - Application for Alcohol Beverage License - Sip Happens Boutique & Wine Bar, LLC - Retail On Premise (Pouring & Package) Sales of Malt Beverages and Wine - 7 Jefferson St. - Reason; New Business
- N. Consideration of an Ordinance to amend the 2026 Budget to create a Special Revenue Fund for FLOST collections, Fund 215
- O. Consideration of Bid Acceptance and Contract Award for Engineering and Design for Remodel and Expansion of Fire Station 3
- P. Consideration of a Memorandum of Understanding (MOU) between the City of Newnan and the Southern Conservation Trust
- Q. Consideration of a Proposal from Columbia Engineering to design a traffic signal at the intersection of Newnan Crossing Blvd East and Diplomat Parkway/Stonebridge Crossing
- R. Consideration of a Resolution Ratifying the Appointment of Zachary Taylor, Assistant Prosecuting Attorney

UNFINISHED BUSINESS

- S. Consideration of Contract Award for LINC Section 13
- T. Consideration of a Resolution for Creation and Implementation of a Residential Master File Program

VISITORS, PETITIONS, COMMUNICATIONS & COMPLAINTS

- U. Request from Deb Campbell to place a sign at Veterans Park regarding the upcoming National Day of Prayer event on May 7th, sign will be 8 ftx5 ft
- V. Request from First Baptist Church to close Brown St. between W. Washington St. and Madison St. on Monday, May 11th for a youth group event, request is to close the street from 7am-9pm or 3pm-9pm
- W. Request from First Baptist Church to close Brown St. between Madison St. and W. Washington St. on May 30th during Porchfest event, for a family-friendly area
- X. Request from Bridging the Gap to host Summer Lunch at CJ Smith Park, Monday - Friday starting May 26th - July 31st, from 11:30am - 1:30pm each day
- Y. Request from Tony Caro for use of the sidewalk and two parking spaces outside Red Letter Merchant on W. Washington St. to host 7th Anniversary event on Saturday, May 9th from 2pm - 8pm

MOTION TO ENTER INTO EXECUTIVE SESSION

- Z. Motion to Enter into Executive Session

ADJOURNMENT

The regular meeting of the City Council of the City of Newnan, Georgia was held on Tuesday, March 24, 2026 at 6:30p.m. in the Richard A. Bolin Council Chambers of City Hall with Mayor James Shepherd presiding.

PRESENT

Mayor James Shepherd: Council members present: Scott Berta, Jim Thomasson, Jennifer Morrison, Cynthia Jenkins, Paul Guillaume and Dustin Koritko. Also present: City Manager, Cleatus Phillips; Assistant City Manager, Hasco Craver; Assistant City Manager, Meg Kelsey and City Clerk, Megan Shea. Absent - City Attorney, Brad Sears.

CALL TO ORDER

Mayor Shepherd called the meeting to order. Pastor Jimmy Ellison from Newnan City Church delivered the invocation.

READING OF MINUTES

A. Minutes from the Regular Meeting on March 10, 2026

Motion by Councilwoman Jenkins, seconded by Councilman Guillaume to dispense with the reading of the minutes of the Regular Meeting on March 10, 2026, and adopt them as presented.

Motion by Mayor Pro Tem Berta to amend the minutes from the March 10, 2026, meeting to reflect that on items A, D, F, G, H, I, J, K, L, M, N and O no discussion was allowed after a motion and second was made. Mayor Shepherd stated that the amendment was out of order. Mayor Pro Tem Berta called parliamentary inquiry and appealed the chairman's decision. Seconded by Councilwoman Morrison.

Mayor Shepherd called the vote on the first motion to adopt the minutes as presented. Opposed: Berta, Thomasson, Morrison, Koritko, Guillaume.

MOTION FAILED. (2-5)

Mayor Shepherd called the vote for amended minutes to be approved. Opposed: Jenkins, Shepherd.

MOTION CARRIED. (5-2)

B. Minutes from Work Session on March 10, 2026

Item was read and there was no discussion.

Motion by Councilman Guillaume, seconded by Councilman Thomasson to dispense with the reading of the minutes of the Work Session on March 10, 2026 and adopt them as presented.

MOTION CARRIED. (7-0)

REPORTS OF BOARDS AND COMMISSIONS

C. 1 Appointment – Christmas Commission, 3-year term

Continue to next agenda.

D. 1 Appointment – Development Authority, 4-year term

Continue to next agenda.

E. 1 Appointment – Youth Activities Commission, 3-year term

Item was read and there was no discussion.

Motion by Councilman Guillaume, seconded by Councilman Koritko to re-appoint Ann Chirhart for another term.

MOTION CARRIED. (7-0)

Youth Council Attendees

Councilwoman Jenkins read the names of the members of the Newnan Youth Council who were in attendance. Gray Goldenberg, Ashlyn Mitchell and Ansley Lane.

REPORTS ON OPERATIONS BY CITY MANAGER

City Manager did not have anything.

REPORTS AND COMMUNICATIONS FROM MAYOR

Mayor Shepherd stated that, recognizing people were in attendance for the rezoning on First Avenue, he wanted everyone to inform everyone that the developers had requested to withdraw their application.

He also thanked the City Manager’s office for all the work on the rezonings and minutes lately.

NEW BUSINESS

F. Public Hearing – Request by owner to Demolish Structure at 51 Jackson St.

Bryan Partin, Chief Building Official, said that the structure was built more than 50 years ago and is in a historic district, and considered to have architectural significance. It has been unoccupied for some time and is in disrepair. Mr. Partin gave further background information, as the structure had previously been the subject of substandard housing actions dating back to 1995.

Mayor Shepherd opened the public hearing.

Dr. Phillip Swords, property owner, gave copies of his public hearing affidavit and structural engineering reports to Council. He said he was trying to save this structure in 1995 when he served on the City Council. He has been maintaining the grounds for 20 years, but he did not have approval from the former owner to maintain the structure. About half of the property has been used as a parking lot for 56 Jefferson St. since 1955.

He did not realize the extent of the structural damage to this property until he bought it. The cost to bring the structure up to code would be about \$500,000. The kitchen is a total loss; the foundation is unstable and plumbing and electrical would need to be brought to code. He cannot secure the structure as it is now and that is a safety concern for the public. If approved for demolition, he would landscape the site appropriately.

Mayor Shepherd asked what the property is zoned? Mr. Phillips said it is zoned RU-1, which would allow residential only, either a single-family home or duplex with special exception, except for the portion grandfathered in that has been used for parking prior to zoning. Councilwoman Jenkins asked if an expansion of the parking lot would be allowed onto where the house sits? Mr. Phillips said it would not allow expansion for commercial purposes.

Councilman Thomasson asked how they know where the parking lot is or isn't? Mr. Swords and Mr. Phillips did not know and said there's never been a site survey. Councilman Thomasson said he would like to see that and there is a curb cut on Jackson and he would like that curb cut to not connect to the parking lot. Dr. Swords said it has always been connected. Councilman Thomasson expressed concern that a house would never be put there again, he said he wants to demise it and separate the parking lot from the house part. Councilwoman Jenkins asked if this is in a historic district, where anything built would have to get a architectural design certificate? Mr. Phillips confirmed that to be correct.

Mayor Pro Tem Berta asked if you enter from Jackson, can you cut all the way across to Jefferson? Mr. Swords said yes, it's been that way for many years. Mr. Phillips said the lot goes from Jackson to Jefferson. An aerial map of the property was shown from the City's website.

Opposition:

Ms. Cindy Eidson spoke in opposition. Ms. Eidson stated that she serves as Co-Chair on the Newnan Urban Redevelopment Agency (NURA) and she has worked at the Georgia Department of Community Affairs, Georgia Department of Economic Development and currently works with the Georgia Municipal Association in Economic Development. She said she has traveled the state extensively and there is a need to look at the integrity of housing stock. This house is 126 years old. Ms. Eidson said she has seen a lot of buildings in worse shape than this one.

She said in trying to preserve our historic character, our sense of place, maybe demolitions should be looked at and be required to state what is going to be built on the property. She also suggested a vacant property ordinance, to further help preserve historic properties in the city. She said she does not want to lose more of the city's historic fabric.

Dr. Swords again stated he did not know the structure was in bad shape until he bought it. He said it was a quick sale situation. He wishes it didn't have to come down but it is very expensive.

Mayor Shepherd closed the public hearing.

Councilman Guillaume said he understands the historic value, but it is a dilapidated house that's unsafe in a neighborhood. Councilwoman Jenkins asked what property the parking lot serves currently? Mr. Phillips said the dental office. Dr. Swords said it has been for 56 Jefferson, since 1955 when it was a gas station. Councilwoman Jenkins asked if a house was built on the property, would it be subdivided to keep the parking? Dr. Swords said he bought the land because it is his parking lot. He also owns 2 other nearby properties, in case he loses this parking lot. Councilwoman Jenkins asked if Dr. Swords would be willing to subdivide the property, keep the parking and then sell the rest to someone that wants to save the house? Dr. Swords said he tried to do that and had someone interested but then they never came back.

Mayor Pro Tem Berta asked if Dr. Swords would be willing to subdivide the property at a demise line, rezone the parking lot for commercial and then not allow access from the commercial through the residential. Dr. Swords said he would be willing to close the entrance until he figures out what the plan is for property.

Motion by Councilman Koritko, seconded by Councilman Guillaume to approve the request for demolition as presented. Opposed: Berta, Thomasson, Morrison. Roll call on vote – Berta, Thomasson, Morrison against and Shepherd, Jenkins, Koritko, Guillaume for.

MOTION CARRIED. (4-3)

Mayor Shepherd asked Dr. Swords to close off the entrance for the time being, as a safety measure.

G. Consideration of Project Framework Agreement with the Georgia Department of Transportation for Pedestrian Facilities and Other Enhancements – Newnan Crossing Blvd from SR34 to Big Poplar Rd.

Michael Klahr, City Engineer, explained that this is for LINC sections 5-7, from Piedmont Hospital at Poplar Rd. to Bullsboro Dr. The project was estimated at \$981,330 and the grant from GDOT gives the city \$785,064, leaving the city with a cost of \$196,266.

Motion by Councilman Thomasson, seconded by Councilwoman Morrison to approve the agreement as presented.

MOTION CARRIED. (7-0)

H. Request Authorization for staff to draft an ordinance to amend Code Sections 2-327 and 2-328 related to openings for Bids and RFP's

Mr. Phillips explained that this is looking for directions for staff. Staff would like to amend the procurement policy as it pertains to the opening of Invitations to Bid (ITB) and Requests for Proposals (RFP). Currently the policy says that the bids must be opened in the presence of two council members. There has been difficulty lately with scheduling and getting two council members to open the bids. Staff recommends an ordinance that would allow the bids to be opened in the presence of staff, then they are reviewed and final consideration is submitted to Council.

Councilman Thomasson asked about the \$50,000 threshold. Mr. Phillips said that was established in 2013 by Council. Councilman Thomasson commented that that number seems low and asked if it should be changed. Mr. Phillips said, given changes in law and with inflation, it is probably time to review that.

Council discussed adding the threshold change, looking at the whole section of the ordinance now and not having to revisit later.

Mayor Shepherd asked for a motion to call the question.

Motion by Councilwoman Morrison, seconded by Councilman Guillaume to call the question.

MOTION CARRIED. (7-0)

I. Consideration of Request from Melissa Griffis on behalf of Imperium Development Partners, Inc. to continue Rezoning Request RZ2025-09 (Item J on the agenda) to the April 28, 2026 City Council Meeting

Request to continue was changed to request to withdraw application.

Motion by Mayor Shepherd, seconded by Councilman Guillaume to approve the request to withdraw zoning application RZ2025-09, submitted by Melissa D. Griffis, on behalf of Imperium Development, LLC and waive the 12-month resubmittal limitation as provided in section 10-14 of the zoning ordinance.

MOTION CARRIED. (7-0)

Mayor Shepherd called for a re-vote as Councilmembers did want to discuss. Councilwoman Jenkins asked when would they be able to re-submit? Mr. Phillips said after the moratorium. Councilman Thomasson asked why the exception was being made? Mr. Phillips said it's been standard practice in the past with other withdrawals.

Motion by Mayor Shepherd, seconded by Councilwoman Jenkins to call the question.

MOTION CARRIED. (7-0)

UNFINISHED BUSINESS

J. Public Hearing - Rezoning Request RZ2025-09 for 6.44+ acres at 25 1st Ave, 47 1st Ave, 7 4th St and 9 4th St. from ILT and RU-I to MXD

Withdrawn.

K. Public Hearing – Rezoning Request RZ2025-08, Parkland Homebuilders for 32+ acres off of Celebrate Life Parkway, from CCS to RMH

Dean Smith, Senior Planner, showed the project map and said that 150 units is now proposed, as a reduction from the original 220 units, which Planning Commission considered in January. The applicants have modified their concept plan, and staff did not have the opportunity to put this in the agenda packet ahead of the meeting.

The concept is a rental community, consisting of 57 3-bedroom stacked townhome/duplex units, 57 2-bedroom stacked units, 18 3-bedroom ranch-style attached dwelling units and 18 2-bedroom ranch style units. The overall density was reduced to about 5 units/acre. The site is currently undeveloped and mostly surrounded by commercial zoning districts and one apartment complex to the north. Future land use shows the property as mixed-use and business/office. Amenities proposed include green space, walking trail, picnic area, pool, pool cabana, dog park and LINC trail connection.

Mr. Smith said the full staff assessment with rezoning standards is in the packet online. The use is suitable and compatible with surrounding development. The traffic and adjacent property impacts are expected to be minimal. Public facilities and utilities have capacity to serve the development. The proposal is consistent with the intent of the comprehensive plan and RMH zoning district. There were three standards not met; the property could be used as currently zoned, no new or changing conditions currently justify the rezoning request and the proposal does not demonstrate a strong public benefit. Water and sewer services are available. City Landscape Architect has not been able to review the new proposal but with 220 units he did express some concerns to be addressed. The Planning Commission recommended denial by 5-0 vote.

Applicant:

Mr. Steven Jones, on behalf of Parkland Homebuilders addressed Council. Mr. Jones said they have made changes to the plan since the last time Council saw it. The property is two parcels that are currently zoned RML and CCS. They have also added a substantial LINC connection through the property. He showed renderings of the town homes. He also showed a video of an existing Parkland community that would look similar.

Mr. Jones said they did a market analysis of rental rates, and they are in line with most surrounding communities. They also think there is an opportunity for a future LINC trailhead with parking to the north of this property. Other amenities will include a dog park, green space with playground and tree safe area, pool and pool cabana and public art installation at the terminus of the LINC trail.

Mr. Jones said Parkland has done their due diligence to ensure that this plan is feasible. They are confident they can meet the tree and landscape ordinance. Mr. Jones addressed traffic and showed that this concept would generate less traffic than apartments over commercial, which could be done under the current zoning.

Councilwoman Morrison asked if the green spaces to the right and left of the property are planned for future development, future phases? Mr. Jones said there is a staff condition in place if approved and that ensures consistency with this plan, so what is shown is what will be built.

Mr. Jim Jacobi, with Parkland Communities, added that mountain biking trails in those natural areas would be great and they are willing to work with the city to facilitate that.

No one spoke against. Mayor Shepherd closed the public hearing.

Motion by Councilwoman Jenkins, seconded by Councilman Koritko to accept the report from the Planning Commission.

MOTION CARRIED. (7-0)

City Manager stated that the ordinance amendment that was prepared does not have the correct Exhibit B, with the latest changes that were made to the concept plan. The motion needs to reflect that the latest plan will be Exhibit B.

Motion by Councilman Guillaume, seconded by Councilwoman Jenkins to approve the request for rezoning with the latest site plan as Exhibit B. Opposed: Thomasson, Morrison.

MOTION CARRIED. (5-2)

VISITORS, PETITIONS, COMMUNICATIONS & COMPLAINTS

L. Request from Tony Caro with Red Letter Merchant to close W. Washington St. between Jackson St. and Brown St. for several different upcoming events

Mr. Phillips said it is great that so many people, businesses, and organizations want to have events downtown, but it is getting a bit difficult to manage. This request, the first part is to piggyback on Market Day and there is already another market that is happening on Madison Street during that event. The other part of the request is to piggyback on Porchfest. Council was given maps to illustrate the extent of closures for each of the requests.

Chief Blankenship said that W. Washington St. is a throughfare and goes all the way to Belt Rd. He has had phone calls about closing this street. Having multiple events on the same day does make traffic difficult for the citizens.

Councilwoman Jenkins said she is not opposed to Mr. Caro having an event, but they should not all be at the same time. Councilman Guillaume agreed and said Council needs to look at how they approach these requests and set policy. Councilman Thomasson commented that they should look at these events. It is one thing when it's for charity and brings the community together but it's another when it's just selling things for profit.

Motion by Councilman Guillaume, seconded by Councilwoman Jenkins to deny the request.

MOTION CARRIED. (7-0)

ADJOURNMENT

Motion by Councilwoman Jenkins, seconded by Councilwoman Morrison to adjourn the Council meeting at 7:49PM.

MOTION CARRIED. (7-0)

Megan Shea, City Clerk

James Shepherd, Mayor

APPLICATION FOR ALCOHOL BEVERAGE LICENSE

Name From: **Newnan Chevron**
To: **ARN3 Enterprises, LLC**

Licensee From: **Riaz UI Haq**
To: **Riaz Veerani**

License Representative: **Karima Dhrolia**

Type License: **Retail Off Premise (Package) Malt Beverages & Wine**

Location: **20 Hampton Way**

TO THE CITY COUNCIL: REASON – NAME/LICENSEE CHANGE & ADD REP

(1) The above application with supporting documents and application fee has been filed in the City Clerk's office; reviewed by the appropriate departments of the City and appears to be (complete). (Sec 3-33)

If incomplete, reasons _____

(2) The citizenship requirements (have) been met. (Sec. 3-34)

If not, reasons _____

(3) Residency requirements (have) been met. (Sec. 3-35)

If not, reasons _____

(4) The location appears (to comply) with zoning requirements. (Sec 3-37)

If not, reasons _____

(5) The location of the proposed premises appears (to comply) with the distance requirements set forth in Sec. 3-39.

If not, reasons _____

(6) All taxes or other debts to the City (are) current. (Sec 3-38)

If not, reasons _____

(7) A publisher's affidavit (has not) been filed showing the notice requirement (has not) been complied with. (Sec 3-40 (a))

If not, reasons Advertised. Will file affidavit prior to hearing.

(8) An affidavit from the applicant certifying posting of the proposed premises (has) been filed. (Sec. 3-40(b))

N/A

Respectfully submitted,

Megan Shea
City Clerk

APPLICATION FOR ALCOHOL BEVERAGE LICENSE

Name From: **Dolly Enterprises, Inc dba Newnan Chevron**
To: **Newnan 223, LLC dba Jackson Food Mart**

Licensee From: **Nazmin Kaba**
To: **Pitul Sarker**

License Representative: **N/A**

Type License: **Retail Off Premise (Package) Malt Beverages & Wine**

Location: **223 Jackson St.**

TO THE CITY COUNCIL: REASON – NAME/LICENSEE CHANGE

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N/A

Respectfully submitted,

Megan Shea
City Clerk

APPLICATION FOR ALCOHOL BEVERAGE LICENSE

Name: **Let's Talk Brunch, LLC**

Licensee: **Cierria Davison**

License Representative: **N/A**

Type License: **Retail On Premise (Pouring) Distilled Spirits, Malt Beverages & Wine**

Location: **226 Greenville St. Ste H**

TO THE CITY COUNCIL: REASON – NEW BUSINESS

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Respectfully submitted,

Megan Shea
City Clerk

APPLICATION FOR ALCOHOL BEVERAGE LICENSE

Name: **Par Fore Golf Company, LLC**

Licensee: **Matthew J. Daober**

License Representative: **N/A**

Type License: **Retail On Premise (Pouring) Malt Beverages & Wine**

Location: **27 Madison St.**

TO THE CITY COUNCIL: REASON – NEW BUSINESS

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Respectfully submitted,

Megan Shea
City Clerk

APPLICATION FOR ALCOHOL BEVERAGE LICENSE

Name: **Sip Happens Boutique & Wine Bar, LLC**

Licensee: **Angela Smith**

License Representative: **N/A**

Type License: **Retail On Premise (Pouring & Package) Malt Beverages & Wine**

Location: **7 Jefferson St.**

TO THE CITY COUNCIL: REASON – NEW BUSINESS

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(8) An affidavit from the applicant certifying posting of the proposed premises (has) been filed. (Sec. 3-40(b))

Respectfully submitted,

Megan Shea
City Clerk



To: Mayor and Council
Date: April 14, 2026
Agenda Item: Consideration of an Ordinance to amend the 2026 Budget to create a Special Revenue Fund for FLOST collections, Fund 215
Prepared By: Meg Kelsey, Assistant City Manager

Purpose:

To obtain Mayor and Council approval to amend the 2026 General Fund budget to add a Special Revenue fund for Floating Local Option Sales Tax (FLOST). Please see the attached budget.

Background:

The Floating Local Option Sales tax was adopted by referendum in November 2025. The FLOST tax collections began on January 1, 2026, and first returns were received in late February. The City received guidance from the Georgia Department of Community Affairs that these collections should be placed in a separate fund. The adopted budget anticipated that FLOST funds would flow directly into the general fund. At this point, we anticipate that funds will be transferred when Council adopts the millage rate in August 2026.

Funding:

Not Applicable.

Recommendation:

Staff recommends approval of budget amendment.

Attachments:

1. ordinance - budget amendment for flost
2. flost budget amendment

Previous Discussion with Council:

AN ORDINANCE TO AMEND THE 2026 FISCAL YEAR BUDGET TO
INCLUDE A NEW FLOST FUND

BE IT ORDAINED, and it is hereby ordained, that the City Council has authorized an amendment to the 2026 Fiscal Year Budget to include a newly created Special Revenue Fund for FLOST collections; FUND 215. Revenues are to be budgeted at \$12,000,500 and expenditures at \$12,000,500; and Therefore, the 2026 Fiscal Year Budget is hereby amended to include a new Special Revenue Fund for FLOST collections that includes the appropriations mentioned above, per the attached 2026 Budget Amendment Request.

ATTEST:

Megan Shea, City Clerk

REVIEWED AS TO FORM:

C. Bradford Sears, Jr., City Attorney

Cleatus Phillips, City Manager

James Shepherd, Mayor

Scott Berta, Mayor Pro Tem

Cynthia Jenkins, Councilmember

Dustin Koritko, Councilmember

Paul Guillaume, Councilmember

James Thomasson III, Councilmember

Jennifer Morrison, Councilmember

FLOST Fund (215)

FLOST Fund (215) Revenue	Description	Increase	
215.00.31.3900	Other General Sales and Use Tax	\$ 12,000,000	This amendment is necessary to account for the
215.00.36.1000	Interest on Bank/Pool Accts	\$ 500	FLOST Revenue per GAAP and DCA
	Total revenue	<u>\$ 12,000,500</u>	
FLOST Fund (215) Expenditures			
215.9100.29.61.1100	Transfer to General Fund	\$ 12,000,500	This amendment is necessary to account for the
	Total Expenditures	<u>\$ 12,000,500</u>	FLOST Expenditures per GAAP and DCA



To: Mayor and Council
Date: April 14, 2026
Agenda Item: Consideration of Bid Acceptance and Contract Award for Engineering and Design for Remodel and Expansion of Fire Station 3
Prepared By: Stephen Brown, Fire Chief

Purpose:

To request authorization to enter into a contract for the engineering/design services for the remodeling and expansion of Fire Station 3.

Background:

Fire Station #3 was purchased by the City in 2006 whereby the City converted an existing structure (former bank building) into a fire station. Fire Station #3 is a one-story building consisting of approximately 4,440 square feet of dorms, offices, restrooms, kitchen, and living space. Current staffing levels at Fire Station #3 consist of 4 people daily (24/7), with three shifts. Apparatus housed at Fire Station #3 includes two engines.

Remodeling and expansion needs of the Fire Department were identified in 2023 with an initial concept plan prepared by 2WR of Georgia. Expansion and remodeling will meet the needs of the department 10 years into the future. New construction includes an addition of 4,320 square feet. This would create a total area of 8,760 square feet. Modifications include storage bays, additional dorm rooms, and a redesign of the existing layout.

The Special Purpose Local Option Sales Tax (SPLOST) 2025 referendum, named the remodeling and expansion of Fire Station 3 as a priority. To move the project forward, a Request for Proposal for design and engineering was issued on March 2, 2026. On March 24, 2026, the City of Newnan received proposals from eleven firms. Please find a copy of the Bid Tabulation attached herein.

Pursuant to RFP, City staff reviewed each proposal based on the following criteria: firm stability (25%), experience and qualifications (30%), and pricing (45%). Overall points from each design firm are listed below.

Overall Points	Overall Ranking of Submittals
369	Jericho Design
365	GSSTJ
348	CPL
336	Jefferson Browne
334	Goodwyn, Mills & Cawood
320	2WR of Georgia, Inc
305	WMZA Architects
302	FSF Architecture
302	Rickman Architecture & Design
288	Studio RNB

Funding:

The 2026 General Fund budget contains a budget of \$200,000 in the General Fund for engineering and design services for Fire Station 3. Jericho's bid exceeds budget by \$38,000.

Recommendation:

Staff recommends bid and contract award to Jericho Design.

Attachments:

1. Bid Tab - Fire Station 3
2. fire station 3 rendering
3. Selection Committee Scoring

Previous Discussion with Council:

SPLOST 2025 project approved by referendum.



City of Newnan, Georgia

BID OPENING: Fire Station #3 (rebid)
Tuesday, March 24th 2026 – 2pm

BIDDER	BID AMOUNT	COMMENTS
FSF Architecture	\$ 167,500	
POH+W Architects	\$ 332,500	
Jefferson Browne Architecture	\$ 210,400	
CPL Architecture	\$ 228,000	
Jericho Design Group, LLC	\$ 238,000	
Goodwyn, Mills & Cawood	\$ 232,750	
Rickman Architecture & Design	\$ 188,584	
Studio RNB	\$ 217,500	

BIDS OPENED BY

3/24/26

3/24/26



City of Newnan, Georgia

BID OPENING: Fire Station #3 (rebid) Page 2
Tuesday, March 24th 2026 – 2pm

BIDDER	BID AMOUNT	COMMENTS
2WR of Georgia, Inc.	\$190,000	
GSSTJ	\$200,000	
WMZA Architects	\$200,000	

BIDS OPENED BY

[Handwritten signature]

3/24/26

[Handwritten signature]

3/24/26



To: Mayor and Council
Date: April 14, 2026
Agenda Item: Consideration of a Memorandum of Understanding (MOU) between the City of Newnan and the Southern Conservation Trust
Prepared By: Cleatus Phillips, City Manager

Purpose:

The MOU between the City of Newnan and the Southern Conservation Trust is for the purpose of planning and grant funding for the proposed arboretum located at the corner of Fourth Street and Boone Drive.

Background:

In 2023, the City of Newnan and Plant Newnan entered into an agreement to explore the possibility of building an arboretum on the 29 acre parcel owned by the City. The City hired WLA Studio in 2025 to create a master plan for the arboretum and that process is about 50% complete.

It is the City's intent to apply for an Outdoor Stewardship grant with the State of Georgia. In applying for such, it is important to have partners and supporters of the application, particularly supporters that have extensive experience in outdoor stewardship. This is where the Southern Conversation Trust plays a significant role. The Trust is currently participating and assisting with the master planning process and will lend support where needed in the grant application cycle.

Funding:

There are no costs to either party within this MOU.

Recommendation:

Recommend that a motion be made to approve the MOU between the City of Newnan and the Southern Conservation Trust.

Attachments:

1. MEMORANDUM OF UNDERSTANDING_ Newnan

Previous Discussion with Council:

None

MEMORANDUM OF UNDERSTANDING

Between the City of Newnan and the Southern Conservation Trust

This Memorandum of Understanding (“MOU”) is entered into as of **[Date]**, by and between the **City of Newnan, Georgia** (“City”) and the **Southern Conservation Trust**, a Georgia nonprofit corporation (“SCT”).

1. Purpose

The purpose of this non-binding MOU is to establish a cooperative framework through which SCT will serve as an **advocate, advisor, and community partner** to the City in the planning, development, and implementation of the **Newnan Arboretum Project** (“Project”).

This collaboration reflects the shared commitment of both parties to environmental stewardship, conservation, education, and the creation of a lasting public green space for residents and visitors.

2. Non-Binding Nature

This MOU is intended solely to outline the cooperative intentions, roles, and expectations of the parties. It does not create legally binding obligations, financial commitments, or contractual duties. Any future binding agreements will be addressed through separate written contracts approved by both parties.

3. City Responsibilities

The City agrees to:

- Provide overall project oversight and ensure compliance with applicable laws, regulations, and municipal policies.
- Consider advisory recommendations provided by SCT.
- Facilitative public engagement opportunities and ensure transparency throughout the Project.
- Coordinate with relevant departments, contractors, and stakeholders.
- Support identification of grant opportunities, partnerships, and fundraising strategies when appropriate.

4. Southern Conservation Trust Responsibilities

SCT agrees to:

- Serve as an **advocate** for the Arboretum and its environmental, educational, and community benefits.
 - Provide **technical guidance and advisory input** regarding conservation practices, ecological planning, native plant selection, habitat enhancement, and sustainability.
 - Assist with **community outreach, public education, and stakeholder engagement** to promote awareness and support.
 - Offer recommendations aligned with long-term ecological health, conservation values, and public use.
 - Serve as a partner of grant opportunities, partnerships, and fundraising strategies.
-

5. Collaboration & Communication

The parties agree to:

- Maintain open and regular communication regarding Project progress and opportunities.
 - Meet quarterly, as mutually agreed, to review plans and share updates.
 - Work collaboratively to ensure the Arboretum reflects community priorities and best practices in conservation and public green space design.
-

6. Public Communications

The parties may reference this collaboration in public communications. Use of logos, branding, or official statements shall require mutual approval prior to release.

7. Funding & Resources

This MOU does not obligate either party to provide funding. Any financial contributions, grants, or resource commitments will be defined in separate written agreements.

8. Term & Termination

This MOU shall become effective on the date first written above and remain in effect for **three (3) years**, unless modified or terminated earlier for any reason by either party upon **thirty (30) days' written notice**.

9. Modification

This MOU may be modified at any time by mutual written consent of both parties.

10. Independent Entities

The parties are independent entities. Nothing in this MOU shall be construed to create a partnership, joint venture, or agency relationship.

Signatures

CITY OF NEWNAN, GEORGIA

By: _____

Name:

Title:

Date:

SOUTHERN CONSERVATION TRUST

By: _____

Name:

Title:

Date:



To: Mayor and Council
Date: April 14, 2026
Agenda Item: Consideration of a Proposal from Columbia Engineering to design a traffic signal at the intersection of Newnan Crossing Blvd East and Diplomat Parkway/Stonebridge Crossing
Prepared By: Michael Klahr, City Engineer

Purpose:

Council may consider a Task Order for the design of a traffic signal at the intersection of Diplomat Pkwy/ Stonebridge Crossing with Newnan Crossing Blvd E

Background:

Our on-call consulting engineering firm, Columbia Engineering, recently prepared a Traffic Engineering Report to assess the traffic conditions at the intersection referenced above.

In accordance with the Manual on Uniform Traffic Control Devices (MUTCD), prior to the installation of a traffic signal, a study is required to determine warrants. There are generally 9 warrants considered.

These warrants determine if specific criteria are met such as vehicular volume, pedestrian activity or safety concerns.

From the Report, 3 warrants are met for a signal, for vehicular volumes and crash experience.

The Report also commented on alternate options: an R-CUT intersection using U-Turns, and a roundabout intersection.

The traffic signal was recommended for better flexibility as future volumes can be accounted for.

If approved, the Consultant estimates 4 weeks to develop design plans, from Notice to Proceed.

Note: the proposal does not include survey or geometric improvements which may be required for a set of construction plans, and may extend the time to complete.

Funding:

SPLOST

Recommendation:

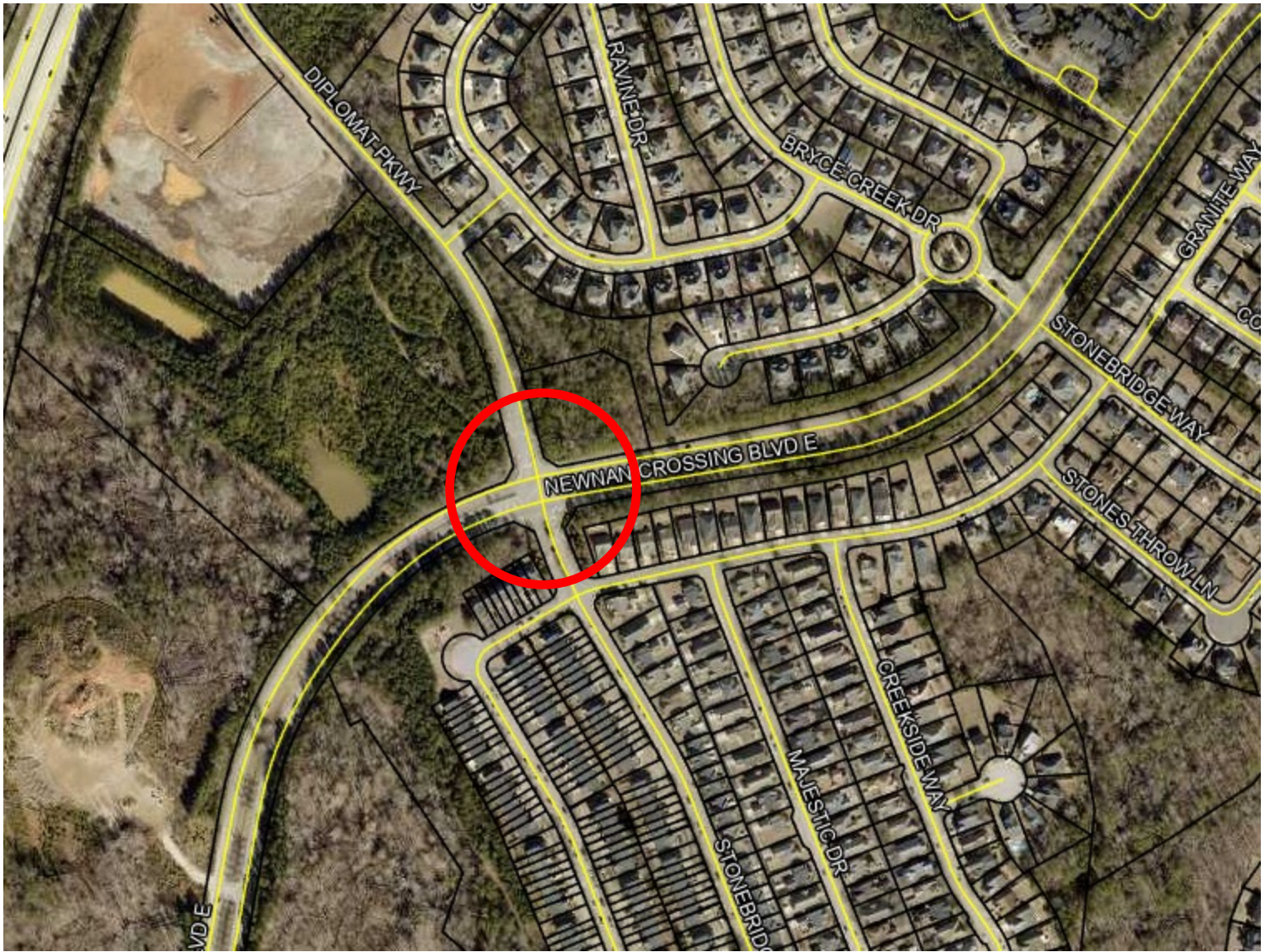
Approve Task Order for a Traffic Signal Design at \$9,500.00, per proposal

Attachments:

1. Location Map
2. 5949.21-Newnan-Crossing signal warrant proposal-CES-20260212-Signed
3. Newnan Crossing Rd & Diplomat Pkwy_Stonebridge Crossing SWS

Previous Discussion with Council:

Diplomat Pkwy/ Stonebridge Crossing/ Newnan Crossing Blvd E





February 12, 2026

Michael Klahr
City of Newnan
25 LaGrange St
Newnan, GA 30263
Phone: 770-253-8433
mklahr@newnanga.gov

**RE: Newnan Crossing Boulevard and Diplomat Parkway/Stonebridge Crossing
Signal Warrant Study Proposal (5949.21)**

Dear Michael:

Columbia Engineering proposes to provide traffic services for the existing intersection of Newnan Crossing Boulevard and Diplomat Parkway/Stonebridge Crossing located in the city of Newnan, GA. Specifically, we will prepare a signal warrant study that will include new 12-hour turning movement counts, growth rates, and crash analysis– among other considerations.

The fee for the TE Report is \$6,900 lump sum and can be completed within three (3) weeks of a Notice to Proceed.

If a traffic signal is warranted, and if directed by the client, we will prepare the traffic signal design for the subject intersection. It is expected that the client will provide survey for the subject intersection including the intersection geometric improvements. Plans will be produced to city of Newnan standards and sealed by a Georgia registered professional engineer. Columbia can provide the survey and geometric improvements if requested for an additional fee.

The fee for Signal Design Plans is \$9,500 lump sum and can be completed within four (4) weeks of a Notice to Proceed.

We are available to attend meetings with you, the client, other team members, local officials, or others. Attendance will be billed on an hourly basis and at a rate of \$300/hr. If the scope of services or site plan changes after the work has been initiated, a revised fee and time estimate will be provided, and approval requested. Billing for the project and all expenses is on a monthly basis. It is expected that invoices will be paid within 30 days.

Columbia is excited to continue working with the City of Newnan staff to assist in delivering the program for the City and their constituents. Please don't hesitate to contact me with any questions regarding this proposal.

Thank you,

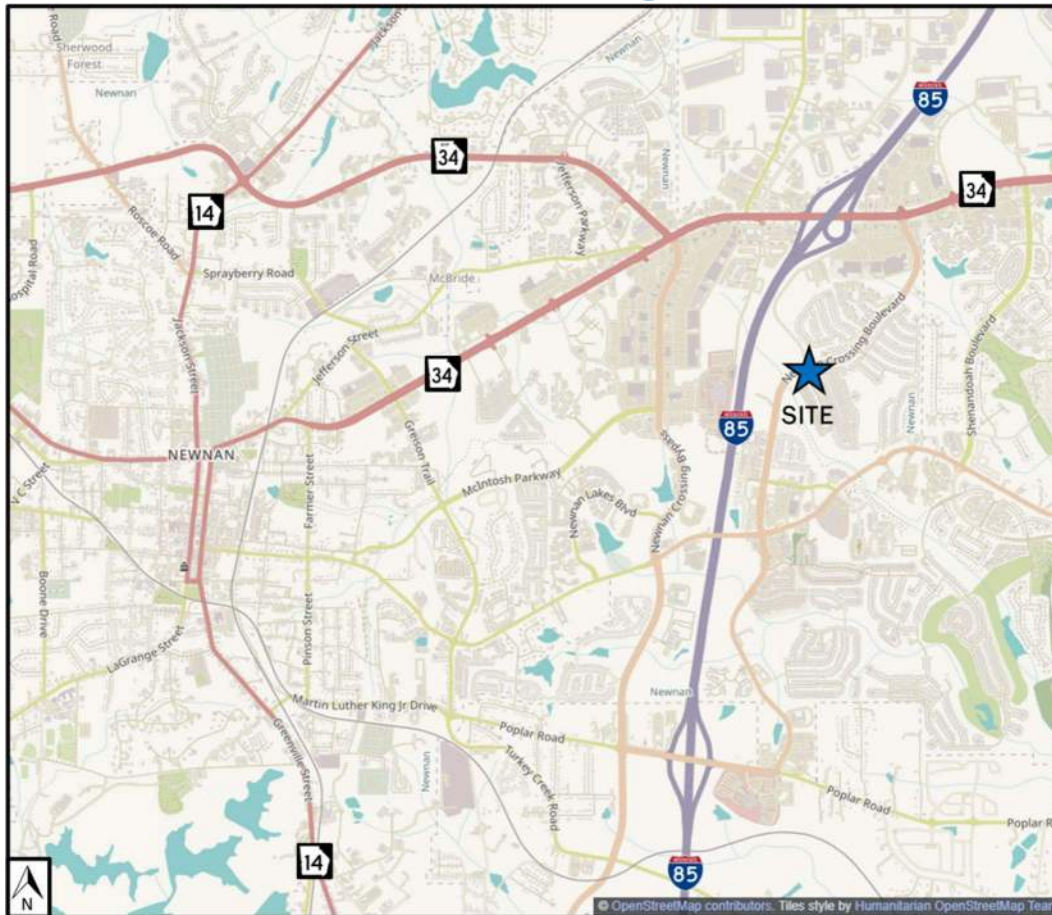
Paul D. Cook

Paul D. Cook, PE
President
Columbia Engineering

PC: Traffic Dept

TRAFFIC ENGINEERING REPORT FOR

Newnan Crossing Boulevard & Diplomat Parkway / Stonebridge Crossing



DATE:
March 25, 2026

LOCATION:
Newnan, Coweta County, Georgia

PREPARED FOR:
City of Newnan

PREPARED BY:
NV5
10745 Westside Way, Suite 300
Alpharetta, GA 30009
(678) 795-3600



Location:

This study assesses the traffic conditions at the existing intersection of Newnan Crossing Boulevard with Diplomat Parkway / Stonebridge Crossing. Diplomat Parkway provides access to a Walmart and Lowe's anchored shopping center, looping back around to Newnan Crossing Boulevard near SR 34. Stonebridge Crossing is the entrance road to a residential development

Reason for the Investigation:

Safety problems and high delays have been reported at the intersection. This report is intended to investigate solutions for the intersection.

Existing Traffic Conditions:

Newnan Crossing Boulevard is a four-lane, divided roadway and has a speed limit of 45 MPH. The roadway runs between SR 34 on its northeast end and Poplar Road on its southwest end, parallel to I-85. The major intersections have large commercial shopping centers with residential development between them. For the purposes of this intersection study, Newnan Crossing Boulevard is considered to be the east/west roadway.

Diplomat Parkway is a two-lane, undivided roadway with a speed limit of 35 MPH. The roadway runs north from its intersection with Newnan Crossing Boulevard into a Walmart Shopping Center and loops back to Newnan Crossing Boulevard while providing access to commercial and hotel land uses.

Stonebridge Crossing is a two-lane, undivided local roadway and has a speed limit of 25 MPH. The roadway runs south from its intersection with Newnan Crossing Boulevard into a residential subdivision which has one additional right-in/right-out access to Newnan Crossing Boulevard and full-access onto Lower Fayetteville Road.

Future Conditions:

No changes to the roadways are currently proposed, though there is a Goddard School location under construction at the northeast corner of the intersection which will have a single access onto Diplomat Parkway. Diplomat Parkway has several parcels that are also proposed for future development such as the Newnan Crossing East Mixed-Use Development (DRI #4406) which has an approved DRI but has not yet received approved rezoning.

Traffic Volumes:

Turning movement counts were collected at the intersection of Newnan Crossing Boulevard with Diplomat Parkway / Stonebridge Crossing on Tuesday, February 24, 2026, between the hours of 6 AM and 7 PM. Counts were collected while schools were in session and are included as an attachment to this study in Appendix B and also shown in Table 1.

Table 1. Existing Traffic – Newnan Crossing Boulevard & Diplomat Parkway

Time	Newnan Crossing Boulevard						Stonebridge Crossing			Diplomat Parkway		
	EB			WB			NB			WB		
	L+U	T	R	L+U	T	R	L+U	T	R	L+U	T	R
6:00 - 7:00 AM	10	172	7	27	91	4	11	1	18	10	1	16
7:00 - 8:00 AM	25	336	20	46	226	8	63	0	32	10	4	48
8:00 - 9:00 AM	47	300	15	43	227	2	28	4	16	12	5	50
9:00 - 10:00 AM	65	293	15	29	257	3	25	2	25	15	6	55
10:00 - 11:00 AM	66	277	14	39	234	1	22	3	21	4	2	78
11:00 - 12:00 PM	87	331	13	47	316	3	22	4	17	10	9	107
12:00 - 1:00 PM	94	345	24	44	363	3	28	4	16	13	8	120
1:00 - 2:00 PM	82	324	28	48	410	5	21	9	19	12	9	132
2:00 - 3:00 PM	76	335	34	54	415	6	34	6	15	7	6	128
3:00 - 4:00 PM	86	299	27	61	430	6	25	3	15	4	10	153
4:00 - 5:00 PM	90	320	42	76	449	5	45	7	16	6	6	126
5:00 - 6:00 PM	93	333	33	85	519	1	35	7	21	14	12	139
6:00 - 7:00 PM	84	348	28	80	455	5	21	5	13	6	10	147

Crash History:

The last five years of available crash data (2020-2024) from the Georgia Department of Transportation were reviewed for this analysis. From this review, it was determined that there were 39 total crashes near the intersection, most of which (72%) were angle crashes resulting from vehicles either from Diplomat Parkway or Stonebridge Crossing and being hit by traffic along Newnan Crossing during congested times. From 2022 to 2024, there were eighteen (18) angle crashes, which is enough to meet the requirements of Warrant 7 (crash warrant) according to MUTCD procedures. While more recent crash data is not yet available from GDOT, it is noted that the City updated the intersection to include “STOP” markings along all approach lanes of Diplomat Parkway in 2025.

The crash reports show that many of the angle crashes were the result of drivers thinking that Newnan Crossing Boulevard was clear, which suggests a sight-distance concern. The construction of the Goddard School cleared many trees that limited the sight distance for vehicles coming from Diplomat Parkway, but trees in the median still create a potential sight distance problem when they are in season, particularly for traffic coming out of Stonebridge Crossing. Some of the crashes may occur simply from drivers being in a hurry or not waiting for adequate gaps in traffic.

Table 2. Crash History (2020-2024) – Newnan Crossing Boulevard & Diplomat Parkway / Stonebridge Crossing

Crash Data (2020-2024)	Crash Severity					Total
	K	A	B	C	O	
Angle	0	1	3	8	16	72%
Head-On	0	0	0	0	0	0%
Rear End	0	0	0	0	7	18%
Sideswipe – same	0	0	0	0	2	5%
Sideswipe – opposite	0	0	0	0	1	3%
Not Collision w/ Motor Veh	0	0	0	0	1	3%
Totals:	0	1	3	8	27	39

Pedestrian Movements:

There is sidewalk constructed along the south side of the intersection, but no ADA ramps at the intersection or crosswalks. Two pedestrians were observed crossing the intersection during the 13 hours of traffic counts, with one being a construction worker working on the Goddard School crossing Diplomat Parkway and the other crossing Stonebridge Crossing.

Adjacent Signalized Intersections:

The nearest traffic signal is at the intersection of Summerlin Boulevard with Newnan Crossing Boulevard, approximately 3,200 feet southwest of the study intersection (measured center to center). There is also another signal located at the intersection of the Walmart driveway to the south, approximately 4,300 feet northeast of the study intersection.

Volume Signal Warrants Analysis:

Using the Manual of Uniform Traffic Control Devices (MUTCD), 2023, the signal warrants were assessed based on Newnan Crossing Boulevard having two approach lanes and the side streets having multiple approach lanes Warrant 1 (Eight-Hour Vehicular Volume) was evaluated at both 100% and 70% warrant volume requirements. The 70% volume warrant was evaluated because Newnan Crossing Boulevard has a speed limit of 45 MPH. Warrant 2 (Four-Hour Vehicular Volume) was also evaluated at 100% and 70%. Table 3 shows the warrant results.

Table 3. Warrant Analysis – Newnan Crossing Boulevard & Diplomat Parkway

Hour	Newnan Crossing Boulevard	Diplomat Parkway / Stonebridge Crossing	Warrant 1A		Warrant 1B		Warrant 2	
	Combined Volume	Max Approach Volume	100%	70%	100%	70%	100%	70%
6:00a	227	30					NO	NO
7:00a	539	95	MAIN	MAIN		BOTH	NO	NO
8:00a	548	67	MAIN	MAIN		MAIN	NO	NO
9:00a	614	76	MAIN	MAIN		BOTH	NO	NO
10:00a	575	84	MAIN	MAIN		BOTH	NO	NO
11:00a	772	126	MAIN	MAIN	SIDE	BOTH	NO	YES
12:00p	870	141	MAIN	BOTH	SIDE	BOTH	NO	YES
1:00p	960	153	MAIN	BOTH	SIDE	BOTH	NO	YES
2:00p	972	141	MAIN	BOTH	BOTH	BOTH	NO	YES
3:00p	1019	167	MAIN	BOTH	BOTH	BOTH	NO	YES
4:00p	1074	138	MAIN	MAIN	BOTH	BOTH	NO	YES
5:00p	1218	165	MAIN	BOTH	BOTH	BOTH	NO	YES
6:00p	1084	163	MAIN	BOTH	BOTH	BOTH	NO	YES
Number of Hours Needed			8	8	8	8	4	4
Number of Hours Met			0	6	5	11	0	8

As shown in Tables 3, a signal is warranted if the 45 MPH speed limit along Newnan Crossing Boulevard is considered. The intersection meets the 70% volume requirement for Warrant 1B and Warrant 2. While not shown, Warrant 1B is also met at 80%, which is a requirement of the crash warrant (Warrant 7). A summary is in Table 4 below.

Table 4. Warrant Analysis Summary

MUTCUD Warrant	Threshold Met
Warrant 1: Eight-Hour Vehicular Volume	Meets at 70% when considering the 45 MPH speed limit
Warrant 2: Four-Hour Vehicular Volume	Meets at 70% when considering the 45 MPH speed limit
Warrant 4: Pedestrian Volume	Not Met
Warrant 7: Crash Experience	Meets Criteria B (number of crashes) and C (80% Warrant 1B)*

* Criteria A (trial of alternatives) for Warrant 7 could not be evaluated without more recent crash data.

Intersection Control Evaluation (ICE):

ICE was performed for the intersection of Newnan Crossing Boulevard with Diplomat Parkway / Stonebridge Crossing to provide more context to the intersection and evaluate other options for the intersection other than a traffic signal. An all-way stop was not evaluated because the side street volume is not currently high enough as it needs to be 200 or more vehicles for a single approach for several hours of the day. A right-in / right-out was also not evaluated because it is similar to an R-Cut but unnecessarily restricts left-turns from Newnan Crossing, which were not found to be a result of crashes. After evaluating different intersection controls, it was determined that an R-Cut would be the best solution for the intersection, though a traffic signal ranked a close second. The high-cost of a

multilane roundabout made it the third ranked choice. All three options are expected to operate well at the intersection, though a traffic signal allows for better future flexibility for the area.

Conclusions

A traffic signal is recommended to be installed at the intersection. The intersection has experienced many angle crashes due to poor sight distance at the intersection due to trees in the area and the curvature of the roadway that makes left-turns off the side streets onto Newnan Crossing Boulevard unsafe. Restricting side streets to right-turns only would work well, but a traffic signal would provide more flexibility for future traffic growth in the area and safe pedestrian movements. As the area continues to grow and more development occurs, it is likely more beneficial for this intersection to be signalized with pedestrian crossings for the area. Along with a traffic signal, it is recommended for Stonebridge Crossing to be restriped to have a dedicated left-turn lane and a shared through-right lane. If possible, it is also recommended to include channelized right-turn islands on the north side of the intersection to reduce pedestrian crossing distance. ADA accommodations should be constructed along with pedestrian signals.

Traffic Engineering Report Appendix

- Appendix A – Traffic Counts
- Appendix B – I.C.E.

Appendix A Traffic Counts

Location: Diplomat Pkwy/Stonebridge Crossing & Newnan Crossing Blvd
City: Newnan
Control: 2-Way Stop(NB/SB)

Project ID: 26-180039-001
Date: 3/19/2026

Data - Total

NS/EW Streets:	Diplomat Pkwy/Stonebridge Crossing				Diplomat Pkwy/Stonebridge Crossing				Newnan Crossing Blvd				Newnan Crossing Blvd				TOTAL			
	NORTHBOUND				SOUTHBOUND				EASTBOUND				WESTBOUND							
	0	1	0	0	1	1	1	0	1	2	1	0	1	2	1	0				
	NL	NT	NR	NU	SL	ST	SR	SU	EL	ET	ER	EU	WL	WT	WR	WU				
6:00 AM - 7:00 AM	11	1	18	0	10	1	16	0	10	172	7	0	6	91	4	21				368
7:00 AM - 8:00 AM	63	0	32	0	10	4	48	0	25	336	20	0	25	226	8	21				818
8:00 AM - 9:00 AM	28	4	16	0	12	5	50	0	47	300	15	0	27	227	2	16				749
9:00 AM - 10:00 AM	25	2	25	0	15	6	55	0	65	293	15	0	21	257	3	8				790
10:00 AM - 11:00 AM	22	3	21	0	4	2	78	0	64	277	14	2	26	234	1	13				761
11:00 AM - 12:00 PM	22	4	17	0	10	9	107	0	86	331	13	1	34	316	3	13				966
12:00 PM - 1:00 PM	28	4	16	0	13	8	120	0	94	345	24	0	34	363	3	10				1062
1:00 PM - 2:00 PM	21	9	19	0	12	9	132	0	80	324	28	2	36	410	5	12				1099
2:00 PM - 3:00 PM	34	6	15	0	7	6	128	0	76	335	34	0	38	415	6	16				1116
3:00 PM - 4:00 PM	25	3	15	0	4	10	153	0	85	299	27	1	54	430	6	7				1119
4:00 PM - 5:00 PM	43	7	16	2	6	6	126	0	90	320	42	0	51	449	5	25				1188
5:00 PM - 6:00 PM	35	7	21	0	14	12	139	0	93	333	33	0	64	519	1	21				1292
6:00 PM - 7:00 PM	21	5	13	0	6	10	147	0	83	348	28	1	61	455	5	19				1202
	NL	NT	NR	NU	SL	ST	SR	SU	EL	ET	ER	EU	WL	WT	WR	WU				TOTAL
TOTAL VOLUMES:	378	55	244	2	123	88	1299	0	898	4013	300	7	477	4392	52	202				12530
APPROACH %'s:	55.67%	8.10%	35.94%	0.29%	8.15%	5.83%	86.03%	0.00%	17.21%	76.91%	5.75%	0.13%	9.31%	85.73%	1.02%	3.94%				

Appendix B ICE Worksheet

GDOT PI#: Request By:
 County: GDOT District:
 Major Road: Road Class: Speed Limit:
 Crossing Road: Road Class: Speed Limit:
 Major Rd Direction: Area Type:
 Intersection Control: Project ID:
 Prepared By: Date:
 Project Purpose:

APPROACH SPLITS:

Newnan Xing: 82%
Diplomat Pkwy: 18%

2026 EXISTING YEAR VOLUMES

		62 (165) [2700]										
		(0)	(139)	(12)	(14)							
		0	48	4	10	WB Newnan Xing						
380 (459) [11500]	(93)	25	2026 Intersection Daily Entering Volume (est): 12,900	Peds	↔	↔	↔	↔	↔	0	(0)	280 (605) [9700]
	(333)	336								8	(1)	
	(33)	20								226	(519)	
	(0)	0								46	(85)	
EB Newnan Xing		63	0	32	0							
		(35)	(7)	(21)	(0)							
		95 (63) [1900]				NB Diplomat Pkwy						

PEAK HR % TRUCKS:

EB	WB	NB	SB
2%	2%	2%	2%

Existing Data Year:	2026
Project Opening Year:	2026
Project Design Year:	2026
Annual Growth Rate:	0.0%
K Factor*:	10%

2026 OPENING YEAR VOLUMES

		65 (165) [2700]										
		(0)	(140)	(10)	(15)							
		0	50	5	10	WB Newnan Xing						
380 (455) [11600]	(95)	25	2026 Intersection Daily Entering Volume (est): 13,000	Peds	↔	↔	↔	↔	↔	10	(0)	280 (605) [9800]
	(335)	335								225	(520)	
	(35)	20								45	(85)	
	(0)	0								45	(85)	
EB Newnan Xing		65	0	30	0							
		(35)	(5)	(20)	(0)							
		95 (60) [1900]				NB Diplomat Pkwy						

2026 DESIGN YEAR VOLUMES

		65 (165) [2700]										
		(0)	(140)	(10)	(15)							
		0	50	5	10	WB Newnan Xing						
380 (455) [11600]	(95)	25	2026 Intersection Daily Entering Volume (est): 13,000	Peds	↔	↔	↔	↔	↔	10	(0)	280 (605) [9800]
	(335)	335								225	(520)	
	(35)	20								45	(85)	
	(0)	0								45	(85)	
EB Newnan Xing		65	0	30	0							
		(35)	(5)	(20)	(0)							
		95 (60) [1900]				NB Diplomat Pkwy						

* K Factor = Proportion of average annual daily traffic occurring in the highest one hour of the day

LEGEND:

- 000 = AM Peak Approach Volume
- (000) = PM Peak Approach Volume
- [000] = ADT Volume (Estimate)

Introduction: In 2005, SAFETEA-LU established the Highway Safety Improvement Program (HSIP) and mandated that each state prepare a Strategic Highway Safety Plan (SHSP) to prioritize safety funding investments. Intersections quickly became a common component of most states' SHSP emphasis areas and HSIP project lists, including Georgia's SHSP. Intersection Control Evaluation (ICE) policies and procedures represent a traceable and transparent procedure to streamline the evaluation of intersection control alternatives, and further leverage safety advancements for intersection improvements beyond just the safety program. Approximately one-third of all traffic fatalities and roughly seventy five percent of all traffic crashes in Georgia occur at or adjacent to intersections. Accordingly, the Georgia SHSP includes an emphasis on enhancing intersection safety to advance the *Toward Zero Deaths* vision embraced by the Georgia Governor's Office of Highway Safety (GOHS). This ICE tool was developed to support the ICE policy, developed and adopted to help ensure that intersection investments across the entire Georgia highway system are selected, prioritized and implemented with defensible benefits for safety towards those ends.

Tool Goal: The goal of this ICE tool is to provide a simplified and consistent way of importing traffic, safety, cost, environmental impact and stakeholder posture data to assess and quantify intersection control improvement benefits. The tool supports the ICE policy and procedures to provide traceability, transparency, consistency and accountability when identifying and selecting an intersection control solution that both meets project purpose and reflects overall best value in terms of specific performance-based criteria.

Requirements: An ICE is required for any intersection improvement (e.g. new or modified intersection, widening/reconstruction or corridor project, or work accomplished through a driveway or encroachment permit that affects an intersection) where: **1)** the intersection includes at least one roadway designated as a State Route (State Highway System) or as part of the National Highway System; or **2)** the intersection will be designed or constructed using State or Federal funding. In certain circumstances where an ICE would otherwise be required, the requirement may be waived based on appropriate evidence presented with a written request. (See the "Waiver" tab to review criteria that may make a project waiver eligible and for instructions to submit a waiver request to the Department). An ICE is not required when the proposed work does not include any changes to the intersection design, involves only routine traffic signal timing and equipment maintenance, or for driveway permits where the driveway is not a new leg to an already existing intersection on either 1) a divided, multi-lane highway with a closed median and only right-in/right-out access or 2) an undivided roadway where the development is not required to construct left and/or right turn lanes (as per the Driveway Manual and District Traffic Engineer).

Two-Stage Process: A complete ICE process consists of two (2) distinct stages, and it is expected that the respective level of effort for completing both stages of ICE will correspond to the magnitude and complexity of the intersection. Prior to starting an ICE, the District Traffic Engineer and/or State Traffic Engineer should be consulted for advice on an appropriate level of effort. The Stage 1 and Stage 2 ICE forms are designed minimize required data inputs using drop-down menu choices and limiting text entry. All fields shaded grey include drop down menu choices and all fields shaded blue require data entry. All other cells in the worksheet are locked.

Stage 1: Screening Decision Record Stage 1 should be conducted early in the project development process and is intended to inform which alternatives are worthy of further evaluation in Stage 2. Stage 1 serves as a screening effort meant to *eliminate* non-competitive options and identify which alternatives merit further considerations based on their practical feasibility. Users should use good engineering judgement in responding to the seven policy questions by selecting "Yes" or "No" in the drop-down boxes. Alternatives should not be summarily eliminated without due consideration, and reasons for eliminating or advancing an alternative should be documented in the "Screening Decision Justification" column.

Stage 2: Alternative Selection Decision Record Stage 2 involves a more detailed and familiar evaluation of the alternatives identified in Stage 1 in order to support the selection of a preferred alternative that may be advanced to detailed design. Stage 2 data entry may require the use of external analysis tools to determine costs, operations and/or safety data that, combined with environmental and stakeholder posture data, form the basis of the ICE evaluation. A separate "CostEst" worksheet tab helps users develop pre-planning-level cost estimates for each Stage 2 alternative evaluated, and a separate Users Guide has been prepared to give guidance on Stage 1 and Stage 2 data entry. Once all data is entered, each alternative is scored and ranked, with the results reported at the bottom of the Stage 2 worksheet to inform on the best of the intersection controls evaluated for project recommendation.

Documentation: A complete ICE document consists of the combination of the outputs from either a completed and signed waiver form or both Stage 1 and Stage 2 worksheets (along with supporting costing and/or environmental documentation), to be included in the approved project Concept Report (or equivalent) or as a stand-alone document.

GDOT PI #	N/A	<p>Note: Up to 5 alternatives may be selected and evaluated; Use this ICE Stage 1 to screen 5 or fewer alternatives to evaluate in Stage 2</p> <p style="font-size: small; text-align: center;"> 1. Does alternative address the project need in a balanced manner and in scale with the project? 2. Does alternative improve safety performance in terms of reducing severe crashes? 3. Does alternative incorporate safety performance in and accessibility for pedestrians and/or bicyclists? 4. Does alternative improve (or preserve) traffic operations (congestion, delay, reliability, etc.)? 5. Does alternative appear feasible given the site characteristics, constraints & location context? 6. Does alternative appear feasible with respect to other project factors? 7. Overall feasible alternative (select alternative for further evaluation in Stage 2)? </p>							
Project Location:	Newnan Xing @ Diplomat Pkwy								
Existing Control:	Conventional (Minor Stop)								
Prepared by:	NV5								
Date:	3/25/2026								
<p style="font-size: x-small;">Answer "Yes" or "No" to each policy question for each control type to identify which alternatives should be evaluated in the Stage 2 Decision Record; enter justification in the rightmost column</p>		<p style="text-align: right;">Screening Decision Justification:</p>							
<p>Intersection Alternative (see "Intersections" tab for detailed description of intersection/interchange type)</p>									
Unsignalized Intersections	Conventional (Minor Stop)	No	No	No	No	No	No	Yes	Current condition
	Conventional (All-Way Stop)	No	No	No	No	No	No	No	Not warranted
	Mini Roundabout	No	No	No	No	No	No	No	Not applicable
	Single Lane Roundabout	No	No	No	No	No	No	No	Multilane Roadway
	Multilane Roundabout	Yes	Yes	Yes	Yes	No	No	Yes	Could work, but at a much higher cost than other options
	RCUT (stop control)	Yes	Yes	No	Yes	Yes	Yes	Yes	Would be easy to install, though would result in lots of extra pavement
	RIRO w/down stream U-Turn	Yes	Yes	No	Yes	Yes	No	No	Unnecessarily restricts lefts from Newnan Xing which have not been an issue
	High-T (unsignalized)	No	No	No	No	No	No	No	Not a T-intersection
	Offset-T Intersections	No	No	No	No	No	No	No	Too many driveways along Newnan Xing Blvd
	Diamond Interch (Stop Control)	No	No	No	No	No	No	No	Not an interchange
	Diamond Interch (RAB Control)	No	No	No	No	No	No	No	Not an interchange
	No LT Lane Improvements	No	No	No	No	No	No	No	No room for additional turn lanes
	No RT Lane Improvements								
	Other unsignalized (provide description):	No	No	No	No	No	No	No	
Signalized Intersections	Traffic Signal	Yes	Yes	Yes	Yes	No	Yes	Yes	Signal is warranted, but very close to existing signal at SR 34
	Median U-Turn (Indirect Left)	No	No	No	No	No	No	No	No room for construction of a median U-turn
	RCUT (signalized)	No	No	No	No	No	No	No	Not many main street left turns for this to be applicable
	Displaced Left Turn (CFI)	No	No	No	No	No	No	No	No room for construction of a displaced left turn
	Continuous Green-T	No	No	No	No	No	No	No	Not a T-intersection
	Jughandle	No	No	No	No	No	No	No	Not applicable
	Quadrant Roadway	No	No	No	No	No	No	No	Not applicable
	Diamond Interch (Signal Control)	No	No	No	No	No	No	No	Not an interchange
	Diverging Diamond	No	No	No	No	No	No	No	Not an interchange
	Single Point Interchange	No	No	No	No	No	No	No	Not an interchange
	No LT Lane Improvements	No	No	No	No	No	No	No	No room for additional turn lanes
	No RT Lane Improvements								
Other Signalized (provide description):	No	No	No	No	No	No	No		

☐ = Intersection type selected for more detailed analysis in Stage 2 Alternative Selection Decision Record



GDOT ICE STAGE 2: ALTERNATIVE SELECTION DECISION RECORD

ICE Version 2.3| Revised 11/13/2023

Project Location: Newnan Xing @ Diplomat Pkwy
 Existing Intersection Control: Conventional (Minor Stop)
 Type of Analysis: Conventional Non-Safety Funded Project

District: 3 - Thomaston GDOT PI #: N/A
 County: Coweta Prepared by: NV5
 Area: Suburb/Transit Date: 3/25/2026

Opening / Design Year Traffic Operations

Intersection meets signal/AWS warrants?	Meets Signal Warrants	
Traffic Analysis Measure of Effectiveness	Intersection Delay	
Traffic Analysis Software Used	Synchro	
Analysis Time Period	AM Peak Hr	PM Peak Hr
2026 Opening Yr No-Build Peak Hr Intersection Delay	24.6 sec	60.9 sec
2026 Opening Yr No-Build Peak Hr Intersection V/C	0.41	0.61
2026 Design Yr No-Build Peak Hr Intersection Delay	24.6 sec	60.9 sec
2026 Design Yr No-Build Peak Hr Intersection V/C	0.41	0.61

- Complete Streets Warrants Met?
- PEDESTRIANS
- BICYCLES
- TRANSIT

Crash Type	Crash Data: Enter most recent 5 years of crash data	Crash Severity					Years:
		K*	A*	B*	C*	O	
Angle		0	1	3	8	16	72%
Head-On		0	0	0	0	0	0%
Rear End		0	0	0	0	7	18%
Sideswipe - same		0	0	0	0	2	5%
Sideswipe - opposite		0	0	0	0	1	3%
Not Collision w/Motor Veh		0	0	0	0	1	3%
TOTALS:		0	1	3	8	27	39

* Number of crashes resulting in injuries / fatalities, not number of persons

Alternatives Analysis:

	Alternative 1	Alternative 2	Alternative 3	Alternative 4	Alternative 5
Proposed Control Type/Improvement:	Conventional (Minor Stop)	Multilane Roundabout	RCUT (stop control)	Traffic Signal	N/A
Project Cost: (From CostEst Worksheet)	Additional description here	Additional description here	Additional description here		Additional description here
Construction Cost	\$0	\$2,055,000	\$547,000	\$294,000	
ROW Cost	\$0	\$82,000	\$9,000	\$0	
Environmental Cost	\$0	\$0	\$0	\$0	
Reimbursable Utility Cost	\$0	\$26,000	\$8,000	\$5,000	
Design & Contingency Cost	\$0	\$793,000	\$182,000	\$132,000	
Cost Adjustment (justification req'd)	0%	0%	0%	0%	
Total Cost	\$0	\$2,956,000	\$746,000	\$431,000	

Traffic Operations:

	Synchro		Synchro		Synchro		--select one--		
Traffic Analysis Software Used									
Analysis Period	AM Peak Hr	PM Peak Hr	AM Peak Hr	PM Peak Hr	AM Peak Hr	PM Peak Hr	AM Peak Hr	PM Peak Hr	
2026 Design Yr Build Intersection Delay	24.6 sec	60.9 sec	5.3 sec	7.2 sec	10.6 sec	11.8 sec	12.6 sec	13.8 sec	
2026 Design Yr Build Intersection V/C	0.41	0.61	0.20	0.27	0.17	0.26	0.52	0.41	

Safety Analysis:

Predefined CRF: PDO	0%	32%	31%	39%
Predefined CRF: Fatal/Inj	0%	71%	53%	40%
Predefined CRF Source:	CRF unavailable; provide user defined CRF below	FHWA Clearinghouse #s 236 / 237	NC/MO Table 4-7	FHWA Clearinghouse #s 7982 / 7984
User Defined CRF: PDO				
User Defined CRF: Fatal/Inj				
User Defined CRF Source (write in if applicable):				

Environmental Impacts:¹

Historic District/Property	None	None	None	None
Archaeology Resources	None	None	None	None
Graveyard	None	None	None	None
Stream	None	None	None	None
Underground Tank/Hazmat	None	None	None	None
Park Land	None	None	None	None
EJ Community	None	None	None	None
Wooded Area	None	None	None	None
Wetland	None	None	None	None

Note: If environmental impact is significant (RED), provide justification impact won't jeopardize project delivery using "Env" worksheet
¹ Environmental impacts are only preliminary estimates; detailed environmental impact documentation will be included with project concept

Stakeholder Posture:

Local Community Support	Unknown	Unknown	Unknown	Supportive
GDOT Support	Unknown	Unknown	Unknown	Unknown

Final ICE Stage 2 Score:	4.3	5.6	6.7	6.2
Rank of Control Type Alternatives:	4	3	1	2
Final Intersection Control Selection:	2 - Traffic Signal			

Note: Stage 2 score is not given (shown as ".") if signal or AWS is selected as control type but respective warrants are not met

Provide additional comments and/or explain any unique analysis inputs, or results (as necessary): While an R-Cut ranked as the best option for the intersection, traffic would be restricted and an R-Cut does not provided as much flexibility for future development as a traffic signal. This intersection would be an ideal location for a pedestrian crossing, which is easier to do at a signalized intersection.

Intersection

Int Delay, s/veh 4.7

Movement	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations													
Traffic Vol, veh/h	25	336	20	21	24	219	6	63	0	32	10	4	48
Future Vol, veh/h	25	336	20	21	24	219	6	63	0	32	10	4	48
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	-	None	-	-	None	-	-	None
Storage Length	250	-	180	-	295	-	180	-	-	-	150	-	150
Veh in Median Storage, #	-	0	-	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	76	76	76	77	77	77	77	74	74	74	62	62	62
Heavy Vehicles, %	0	1	20	0	4	2	25	0	0	3	0	0	4
Mvmt Flow	33	442	26	27	31	284	8	85	0	43	16	6	77

Major/Minor	Major1	Major2	Minor1	Minor2
Conflicting Flow All	292	0	0	442
Stage 1	-	-	-	-
Stage 2	-	-	-	-
Critical Hdwy	4.1	-	-	6.4
Critical Hdwy Stg 1	-	-	-	-
Critical Hdwy Stg 2	-	-	-	-
Follow-up Hdwy	2.2	-	-	2.5
Pot Cap-1 Maneuver	1281	-	-	762
Stage 1	-	-	-	-
Stage 2	-	-	-	-
Platoon blocked, %	-	-	-	-
Mov Cap-1 Maneuver	1281	-	-	874
Mov Cap-2 Maneuver	-	-	-	-
Stage 1	-	-	-	-
Stage 2	-	-	-	-

Approach	EB	WB	NB	SB
HCM Ctrl Dly, s/v	0.52	1.57	24.57	11.61
HCM LOS			C	B

Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1	SBLn2	SBLn3
Capacity (veh/h)	310	1281	-	-	874	-	-	289	243	873
HCM Lane V/C Ratio	0.414	0.026	-	-	0.067	-	-	0.056	0.027	0.089
HCM Ctrl Dly (s/v)	24.6	7.9	-	-	9.4	-	-	18.2	20.2	9.5
HCM Lane LOS	C	A	-	-	A	-	-	C	C	A
HCM 95th %tile Q(veh)	2	0.1	-	-	0.2	-	-	0.2	0.1	0.3

Intersection

Int Delay, s/veh 7.1

Movement	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations													
Traffic Vol, veh/h	93	333	33	21	64	519	1	35	7	21	14	12	139
Future Vol, veh/h	93	333	33	21	64	519	1	35	7	21	14	12	139
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	-	None	-	-	None	-	-	None
Storage Length	250	-	180	-	295	-	180	-	-	-	150	-	150
Veh in Median Storage, #	-	0	-	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	85	85	85	96	96	96	96	69	69	69	90	90	90
Heavy Vehicles, %	1	1	0	0	0	1	0	3	0	0	7	0	1
Mvmt Flow	109	392	39	22	67	541	1	51	10	30	16	13	154

Major/Minor	Major1	Major2	Minor1	Minor2
Conflicting Flow All	542	0	0	392
Stage 1	-	-	-	-
Stage 2	-	-	-	-
Critical Hdwy	4.12	-	-	6.4
Critical Hdwy Stg 1	-	-	-	-
Critical Hdwy Stg 2	-	-	-	-
Follow-up Hdwy	2.21	-	-	2.5
Pot Cap-1 Maneuver	1030	-	-	820
Stage 1	-	-	-	-
Stage 2	-	-	-	-
Platoon blocked, %	-	-	-	-
Mov Cap-1 Maneuver	1030	-	-	1027
Mov Cap-2 Maneuver	-	-	-	-
Stage 1	-	-	-	-
Stage 2	-	-	-	-

Approach	EB	WB	NB	SB
HCM Ctrl Dly, s/v	1.81	1.24	60.95	15.9
HCM LOS			F	C

Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1	SBLn2	SBLn3
Capacity (veh/h)	150	1030	-	-	1027	-	-	111	121	731
HCM Lane V/C Ratio	0.61	0.106	-	-	0.086	-	-	0.141	0.11	0.211
HCM Ctrl Dly (s/v)	60.9	8.9	-	-	8.8	-	-	42.8	38.4	11.2
HCM Lane LOS	F	A	-	-	A	-	-	E	E	B
HCM 95th %tile Q(veh)	3.2	0.4	-	-	0.3	-	-	0.5	0.4	0.8

Intersection						
Intersection Delay, s/veh	4.5					
Intersection LOS	A					
Approach	EB		WB		NB	SB
Entry Lanes	2		2		1	1
Conflicting Circle Lanes	2		2		2	2
Adj Approach Flow, veh/h	501		350		128	99
Demand Flow Rate, veh/h	510		359		129	102
Vehicles Circulating, veh/h	81		118		522	434
Vehicles Exiting, veh/h	455		533		69	43
Ped Vol Crossing Leg, #/h	0		0		0	0
Ped Cap Adj	1.000		1.000		1.000	1.000
Approach Delay, s/veh	4.5		4.2		5.3	4.7
Approach LOS	A		A		A	A
Lane	Left	Right	Left	Right	Left	Left
Designated Moves	LT	TR	LT	TR	LTR	LTR
Assumed Moves	LT	TR	LT	TR	LTR	LTR
RT Channelized						
Lane Util	0.471	0.529	0.471	0.529	1.000	1.000
Follow-Up Headway, s	2.667	2.535	2.667	2.535	2.535	2.535
Critical Headway, s	4.645	4.328	4.645	4.328	4.328	4.328
A (Intercept)	1350	1420	1350	1420	1420	1420
B (Slope)	9.199e-4	8.501e-4	9.199e-4	8.501e-4	8.501e-4	8.501e-4
Entry Flow, veh/h	240	270	169	190	129	102
Cap Entry Lane, veh/h	1253	1326	1211	1285	911	982
Entry HV Adj Factor	0.980	0.983	0.974	0.977	0.992	0.971
Flow Entry, veh/h	235	265	165	186	128	99
Cap Entry, veh/h	1228	1303	1180	1255	904	953
V/C Ratio	0.192	0.204	0.140	0.148	0.142	0.104
Control Delay, s/veh	4.6	4.5	4.2	4.1	5.3	4.7
LOS	A	A	A	A	A	A
95th %tile Queue, veh	1	1	0	1	0	0

Intersection						
Intersection Delay, s/veh	5.4					
Intersection LOS	A					
Approach	EB		WB		NB	SB
Entry Lanes	2		2		1	1
Conflicting Circle Lanes	2		2		2	2
Adj Approach Flow, veh/h	540		631		91	183
Demand Flow Rate, veh/h	545		636		93	186
Vehicles Circulating, veh/h	119		173		545	688
Vehicles Exiting, veh/h	755		465		119	121
Ped Vol Crossing Leg, #/h	0		0		0	0
Ped Cap Adj	1.000		1.000		1.000	1.000
Approach Delay, s/veh	4.8		5.5		5.1	7.2
Approach LOS	A		A		A	A
Lane	Left	Right	Left	Right	Left	Left
Designated Moves	LT	TR	LT	TR	LTR	LTR
Assumed Moves	LT	TR	LT	TR	LTR	LTR
RT Channelized						
Lane Util	0.470	0.530	0.470	0.530	1.000	1.000
Follow-Up Headway, s	2.667	2.535	2.667	2.535	2.535	2.535
Critical Headway, s	4.645	4.328	4.645	4.328	4.328	4.328
A (Intercept)	1350	1420	1350	1420	1420	1420
B (Slope)	9.199e-4	8.501e-4	9.199e-4	8.501e-4	8.501e-4	8.501e-4
Entry Flow, veh/h	256	289	299	337	93	186
Cap Entry Lane, veh/h	1210	1283	1151	1226	894	791
Entry HV Adj Factor	0.992	0.990	0.991	0.992	0.978	0.984
Flow Entry, veh/h	254	286	296	334	91	183
Cap Entry, veh/h	1200	1271	1141	1216	874	778
V/C Ratio	0.212	0.225	0.260	0.275	0.104	0.235
Control Delay, s/veh	4.9	4.8	5.6	5.5	5.1	7.2
LOS	A	A	A	A	A	A
95th %tile Queue, veh	1	1	1	1	0	1

Intersection

Int Delay, s/veh 2.7

Movement	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations													
Traffic Vol, veh/h	25	346	24	21	24	282	6	0	0	95	0	0	62
Future Vol, veh/h	25	346	24	21	24	282	6	0	0	95	0	0	62
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	-	None	-	-	Yield	-	-	Yield
Storage Length	250	-	180	-	295	-	180	-	-	0	-	-	-
Veh in Median Storage, #	-	0	-	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	76	76	76	77	77	77	77	74	74	74	62	62	62
Heavy Vehicles, %	0	1	20	0	4	2	25	0	0	3	0	0	4
Mvmt Flow	33	455	32	27	31	366	8	0	0	128	0	0	100

Major/Minor	Major1	Major2	Minor1	Minor2
Conflicting Flow All	374	0	0	183
Stage 1	-	-	-	-
Stage 2	-	-	-	-
Critical Hdwy	4.1	-	-	6.98
Critical Hdwy Stg 1	-	-	-	-
Critical Hdwy Stg 2	-	-	-	-
Follow-up Hdwy	2.2	-	-	3.34
Pot Cap-1 Maneuver	1196	-	-	822
Stage 1	-	-	-	-
Stage 2	-	-	-	-
Platoon blocked, %	-	-	-	-
Mov Cap-1 Maneuver	1196	-	-	822
Mov Cap-2 Maneuver	-	-	-	-
Stage 1	-	-	-	-
Stage 2	-	-	-	-

Approach	EB	WB	NB	SB
HCM Ctrl Dly, s/v	0.51	1.33	10.59	9.99
HCM LOS			B	A

Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1
Capacity (veh/h)	772	1196	-	-	798	-	-	822
HCM Lane V/C Ratio	0.166	0.028	-	-	0.073	-	-	0.122
HCM Ctrl Dly (s/v)	10.6	8.1	-	-	9.9	-	-	10
HCM Lane LOS	B	A	-	-	A	-	-	A
HCM 95th %tile Q(veh)	0.6	0.1	-	-	0.2	-	-	0.4

Intersection

Int Delay, s/veh 3.2

Movement	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations													
Traffic Vol, veh/h	93	347	45	21	64	554	8	0	0	63	0	0	165
Future Vol, veh/h	93	347	45	21	64	554	8	0	0	63	0	0	165
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	-	None	-	-	Yield	-	-	Yield
Storage Length	250	-	180	-	295	-	180	-	-	0	-	-	-
Veh in Median Storage, #	-	0	-	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	85	85	85	96	96	96	96	69	69	69	90	90	90
Heavy Vehicles, %	1	1	0	0	0	1	0	3	0	0	7	0	1
Mvmt Flow	109	408	53	22	67	577	8	0	0	91	0	0	183

Major/Minor	Major1	Major2	Minor1	Minor2
Conflicting Flow All	585	0	0	289
Stage 1	-	-	-	-
Stage 2	-	-	-	-
Critical Hdwy	4.12	-	6.4	6.92
Critical Hdwy Stg 1	-	-	-	-
Critical Hdwy Stg 2	-	-	-	-
Follow-up Hdwy	2.21	-	2.5	3.31
Pot Cap-1 Maneuver	992	-	800	711
Stage 1	-	-	-	-
Stage 2	-	-	-	-
Platoon blocked, %	-	-	-	-
Mov Cap-1 Maneuver	992	-	975	711
Mov Cap-2 Maneuver	-	-	-	-
Stage 1	-	-	-	-
Stage 2	-	-	-	-

Approach	EB	WB	NB	SB
HCM Ctrl Dly, s/v	1.74	1.19	10.02	11.81
HCM LOS			B	B

Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1
Capacity (veh/h)	809	992	-	-	975	-	-	711
HCM Lane V/C Ratio	0.113	0.11	-	-	0.091	-	-	0.258
HCM Ctrl Dly (s/v)	10	9.1	-	-	9.1	-	-	11.8
HCM Lane LOS	B	A	-	-	A	-	-	B
HCM 95th %tile Q(veh)	0.4	0.4	-	-	0.3	-	-	1

Timings

Newnan Crossing Blvd & Diplomat Pkwy

1: Stonebridge Crossing/Diplomat Pkwy & Newnan Crossing Blvd

Signal AM

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	SBL	SBT	SBR	
Lane Configurations												
Traffic Volume (vph)	25	336	20	45	219	6	63	0	10	4	48	
Future Volume (vph)	25	336	20	45	219	6	63	0	10	4	48	
Turn Type	D.P+P	NA	Perm	D.P+P	NA	Perm	Perm	NA	Perm	NA	Perm	
Protected Phases	7	4		3	8			2		6		
Permitted Phases	8		4	4		8	2		6		6	
Detector Phase	7	4	4	3	8	8	2	2	6	6	6	
Switch Phase												
Minimum Initial (s)	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	
Minimum Split (s)	11.0	24.0	24.0	11.0	24.0	24.0	24.0	24.0	24.0	24.0	24.0	
Total Split (s)	11.0	24.0	24.0	11.0	24.0	24.0	25.0	25.0	25.0	25.0	25.0	
Total Split (%)	18.3%	40.0%	40.0%	18.3%	40.0%	40.0%	41.7%	41.7%	41.7%	41.7%	41.7%	
Yellow Time (s)	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	
All-Red Time (s)	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Total Lost Time (s)	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0	
Lead/Lag	Lead	Lag	Lag	Lead	Lag	Lag						
Lead-Lag Optimize?	Yes	Yes	Yes	Yes	Yes	Yes						
Recall Mode	None	None	None	None	None	None	Min	Min	Min	Min	Min	
Act Effct Green (s)	12.9	10.4	10.4	11.9	12.1	12.1	8.1	8.1	8.1	8.1	8.1	
Actuated g/C Ratio	0.37	0.30	0.30	0.34	0.35	0.35	0.23	0.23	0.23	0.23	0.23	
v/c Ratio	0.06	0.41	0.05	0.13	0.23	0.01	0.26	0.07	0.05	0.01	0.16	
Control Delay (s/veh)	6.2	12.3	0.2	6.9	9.3	0.0	15.8	0.2	14.2	14.0	1.0	
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Total Delay (s/veh)	6.2	12.3	0.2	6.9	9.3	0.0	15.8	0.2	14.2	14.0	1.0	
LOS	A	B	A	A	A	A	B	A	B	B	A	
Approach Delay (s/veh)		11.3			8.7			10.6		3.9		
Approach LOS		B			A			B		A		

Intersection Summary

Cycle Length: 60	
Actuated Cycle Length: 34.8	
Natural Cycle: 60	
Control Type: Actuated-Uncoordinated	
Maximum v/c Ratio: 0.41	
Intersection Signal Delay (s/veh): 9.7	Intersection LOS: A
Intersection Capacity Utilization 38.6%	ICU Level of Service A
Analysis Period (min) 15	

Splits and Phases: 1: Stonebridge Crossing/Diplomat Pkwy & Newnan Crossing Blvd
























#1	#1	#1
Ø2	Ø3	Ø4
25 s	11 s	24 s
#1	#1	#1
Ø6	Ø7	Ø8
25 s	11 s	24 s

HCM 7th Signalized Intersection Summary

Newnan Crossing Blvd & Diplomat Pkwy

1: Stonebridge Crossing/Diplomat Pkwy & Newnan Crossing Blvd

Signal AM

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	25	336	20	45	219	6	63	0	32	10	4	48
Future Volume (veh/h)	25	336	20	45	219	6	63	0	32	10	4	48
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Lane Width Adj.	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1900	1885	1604	1841	1870	1530	1900	1900	1856	1900	1900	1841
Adj Flow Rate, veh/h	33	442	26	58	284	0	85	0	43	16	6	0
Peak Hour Factor	0.76	0.76	0.76	0.77	0.77	0.77	0.74	0.74	0.74	0.62	0.62	0.62
Percent Heavy Veh, %	0	1	20	4	2	25	0	0	3	0	0	4
Cap, veh/h	506	839	318	445	914		435	0	246	400	290	
Arrive On Green	0.04	0.23	0.23	0.06	0.26	0.00	0.15	0.00	0.15	0.15	0.15	0.00
Sat Flow, veh/h	1810	3582	1359	1753	3554	1296	1432	0	1610	1385	1900	1560
Grp Volume(v), veh/h	33	442	26	58	284	0	85	0	43	16	6	0
Grp Sat Flow(s),veh/h/ln	1810	1791	1359	1753	1777	1296	1432	0	1610	1385	1900	1560
Q Serve(g_s), s	0.4	3.5	0.5	0.8	2.1	0.0	1.8	0.0	0.8	0.3	0.1	0.0
Cycle Q Clear(g_c), s	0.4	3.5	0.5	0.8	2.1	0.0	1.8	0.0	0.8	1.1	0.1	0.0
Prop In Lane	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Lane Grp Cap(c), veh/h	506	839	318	445	914		435	0	246	400	290	
V/C Ratio(X)	0.07	0.53	0.08	0.13	0.31		0.20	0.00	0.17	0.04	0.02	
Avail Cap(c_a), veh/h	711	1971	748	603	1955		1048	0	935	992	1104	
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	0.00	1.00	0.00	1.00	1.00	1.00	0.00
Uniform Delay (d), s/veh	8.3	10.9	9.8	8.6	9.8	0.0	12.6	0.0	12.1	12.5	11.8	0.0
Incr Delay (d2), s/veh	0.1	0.5	0.1	0.1	0.2	0.0	0.2	0.0	0.3	0.0	0.0	0.0
Initial Q Delay(d3), s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	0.1	0.9	0.1	0.2	0.5	0.0	0.5	0.0	0.2	0.1	0.0	0.0
Unsig. Movement Delay, s/veh												
LnGrp Delay(d), s/veh	8.4	11.5	9.9	8.7	10.0	0.0	12.8	0.0	12.4	12.6	11.8	0.0
LnGrp LOS	A	B	A	A	A		B		B	B	B	
Approach Vol, veh/h		501			342			128				22
Approach Delay, s/veh		11.2			9.8			12.6				12.4
Approach LOS		B			A			B				B
Timer - Assigned Phs		2	3	4		6	7	8				
Phs Duration (G+Y+Rc), s		11.0	8.0	13.7		11.0	7.3	14.4				
Change Period (Y+Rc), s		6.0	6.0	6.0		6.0	6.0	6.0				
Max Green Setting (Gmax), s		19.0	5.0	18.0		19.0	5.0	18.0				
Max Q Clear Time (g_c+I1), s		3.8	2.8	5.5		3.1	2.4	4.1				
Green Ext Time (p_c), s		0.4	0.0	2.1		0.0	0.0	1.3				
Intersection Summary												
HCM 7th Control Delay, s/veh			10.9									
HCM 7th LOS			B									
Notes												
Unsignalized Delay for [WBR, SBR] is excluded from calculations of the approach delay and intersection delay.												

Timings

Newnan Crossing Blvd & Diplomat Pkwy

1: Stonebridge Crossing/Diplomat Pkwy & Newnan Crossing Blvd

Signal PM

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	SBL	SBT	SBR	
Lane Configurations												
Traffic Volume (vph)	93	333	33	85	519	1	35	7	14	12	139	
Future Volume (vph)	93	333	33	85	519	1	35	7	14	12	139	
Turn Type	D.P+P	NA	Perm	D.P+P	NA	Perm	Perm	NA	Perm	NA	Perm	
Protected Phases	7	4		3	8			2		6		
Permitted Phases	8		4	4		8	2		6		6	
Detector Phase	7	4	4	3	8	8	2	2	6	6	6	
Switch Phase												
Minimum Initial (s)	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	
Minimum Split (s)	11.0	24.0	24.0	11.0	24.0	24.0	24.0	24.0	24.0	24.0	24.0	
Total Split (s)	11.0	24.0	24.0	11.0	24.0	24.0	25.0	25.0	25.0	25.0	25.0	
Total Split (%)	18.3%	40.0%	40.0%	18.3%	40.0%	40.0%	41.7%	41.7%	41.7%	41.7%	41.7%	
Yellow Time (s)	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	
All-Red Time (s)	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Total Lost Time (s)	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0	6.0	
Lead/Lag	Lead	Lag	Lag	Lead	Lag	Lag						
Lead-Lag Optimize?	Yes	Yes	Yes	Yes	Yes	Yes						
Recall Mode	None	None	None	None	None	None	Min	Min	Min	Min	Min	
Act Effect Green (s)	14.4	11.9	11.9	14.4	11.9	11.9	7.4	7.4	7.4	7.4	7.4	
Actuated g/C Ratio	0.38	0.32	0.32	0.38	0.32	0.32	0.20	0.20	0.20	0.20	0.20	
v/c Ratio	0.24	0.35	0.06	0.18	0.48	0.00	0.19	0.11	0.06	0.03	0.35	
Control Delay (s/veh)	6.8	12.0	0.2	6.3	13.1	0.0	17.8	9.9	16.6	16.1	6.1	
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
Total Delay (s/veh)	6.8	12.0	0.2	6.3	13.1	0.0	17.8	9.9	16.6	16.1	6.1	
LOS	A	B	A	A	B	A	B	A	B	B	A	
Approach Delay (s/veh)		10.1			12.1			14.3		7.7		
Approach LOS		B			B			B		A		

Intersection Summary

Cycle Length: 60
 Actuated Cycle Length: 37.7
 Natural Cycle: 60
 Control Type: Actuated-Uncoordinated
 Maximum v/c Ratio: 0.48
 Intersection Signal Delay (s/veh): 10.9
 Intersection LOS: B
 Intersection Capacity Utilization 43.1%
 ICU Level of Service A
 Analysis Period (min) 15

Splits and Phases: 1: Stonebridge Crossing/Diplomat Pkwy & Newnan Crossing Blvd
























#1 	#1 	#1
Ø2	Ø3	Ø4
25 s	11 s	24 s
#1 	#1 	#1
Ø6	Ø7	Ø8
25 s	11 s	24 s

HCM 7th Signalized Intersection Summary

Newnan Crossing Blvd & Diplomat Pkwy

1: Stonebridge Crossing/Diplomat Pkwy & Newnan Crossing Blvd

Signal PM

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	93	333	33	85	519	1	35	7	21	14	12	139
Future Volume (veh/h)	93	333	33	85	519	1	35	7	21	14	12	139
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Lane Width Adj.	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1885	1885	1900	1900	1885	1900	1856	1900	1900	1796	1900	1885
Adj Flow Rate, veh/h	109	392	39	89	541	0	51	10	30	16	13	0
Peak Hour Factor	0.85	0.85	0.85	0.96	0.96	0.96	0.69	0.69	0.69	0.90	0.90	0.90
Percent Heavy Veh, %	1	1	0	0	1	0	3	0	0	7	0	1
Cap, veh/h	480	963	433	526	925		391	59	177	361	268	
Arrive On Green	0.09	0.27	0.27	0.08	0.26	0.00	0.14	0.14	0.14	0.14	0.14	0.00
Sat Flow, veh/h	1795	3582	1610	1810	3582	1610	1390	419	1256	1313	1900	1598
Grp Volume(v), veh/h	109	392	39	89	541	0	51	0	40	16	13	0
Grp Sat Flow(s),veh/h/ln	1795	1791	1610	1810	1791	1610	1390	0	1674	1313	1900	1598
Q Serve(g_s), s	1.5	3.2	0.6	1.2	4.7	0.0	1.2	0.0	0.7	0.4	0.2	0.0
Cycle Q Clear(g_c), s	1.5	3.2	0.6	1.2	4.7	0.0	1.4	0.0	0.7	1.1	0.2	0.0
Prop In Lane	1.00		1.00	1.00		1.00	1.00		0.75	1.00		1.00
Lane Grp Cap(c), veh/h	480	963	433	526	925		391	0	236	361	268	
V/C Ratio(X)	0.23	0.41	0.09	0.17	0.58		0.13	0.00	0.17	0.04	0.05	
Avail Cap(c_a), veh/h	566	1819	818	632	1819		940	0	897	879	1019	
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	1.00	1.00	1.00	1.00	0.00	1.00	0.00	1.00	1.00	1.00	0.00
Uniform Delay (d), s/veh	8.3	10.6	9.7	8.0	11.5	0.0	13.8	0.0	13.4	13.9	13.2	0.0
Incr Delay (d2), s/veh	0.2	0.3	0.1	0.2	0.6	0.0	0.1	0.0	0.3	0.1	0.1	0.0
Initial Q Delay(d3), s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	0.4	0.8	0.2	0.3	1.3	0.0	0.3	0.0	0.3	0.1	0.1	0.0
Unsig. Movement Delay, s/veh												
LnGrp Delay(d), s/veh	8.5	10.9	9.8	8.2	12.1	0.0	13.9	0.0	13.7	13.9	13.2	0.0
LnGrp LOS	A	B	A	A	B		B		B	B	B	
Approach Vol, veh/h		540			630			91			29	
Approach Delay, s/veh		10.4			11.5			13.8			13.6	
Approach LOS		B			B			B			B	
Timer - Assigned Phs		2	3	4		6	7	8				
Phs Duration (G+Y+Rc), s		11.0	8.9	15.5		11.0	9.3	15.2				
Change Period (Y+Rc), s		6.0	6.0	6.0		6.0	6.0	6.0				
Max Green Setting (Gmax), s		19.0	5.0	18.0		19.0	5.0	18.0				
Max Q Clear Time (g_c+I1), s		3.4	3.2	5.2		3.1	3.5	6.7				
Green Ext Time (p_c), s		0.3	0.0	1.9		0.0	0.0	2.5				
Intersection Summary												
HCM 7th Control Delay, s/veh			11.2									
HCM 7th LOS			B									
Notes												
Unsignalized Delay for [WBR, SBR] is excluded from calculations of the approach delay and intersection delay.												



To: Mayor and Council
Date: April 14, 2026
Agenda Item: Consideration of a Resolution Ratifying the Appointment of Zachary Taylor, Assistant Prosecuting Attorney
Prepared By: Jada Blankenship, Municipal Court Manager

Purpose:

Resolution Ratifying the Appointment of Zachary Taylor, Assistant Prosecuting Attorney of the Municipal Court.

Background:

This request for the appointment of Zachary Taylor is in addition to Ashley Nechay. Ms. Nechay has recently accepted a new position with the District Attorney's office and her time is more limited. Mr. Taylor is currently employed with the Coweta County Solicitor's Office as an Assistant. Historically, we have worked with our neighboring prosecuting offices in the rare event that Ms. Sewell is unable to attend a court session.

Funding:

Danielle Sewell will cover all associated costs.

Recommendation:

It is my recommendation that the Mayor and Council ratify the appointment and approve the Resolution as written, appointing Zachary Taylor as Assistant Prosecuting Attorney of the Municipal Court.

Attachments:

1. newnan taylor resolution

Previous Discussion with Council:

No Previous Discussions.

RESOLUTION NO. _____

A RESOLUTION RATIFYING THE APPOINTMENT OF ZACHERY TAYLOR AS AN ASSISTANT PROSECUTING ATTORNEY OF THE MUNICIPAL COURT FOR THE CITY OF NEWNAN, GEORGIA, PURSUANT TO THE OFFICIAL CODE OF GEORGIA ANNOTATED, SECTION 15-18-91 (b) AND ARTICLE V OF CHAPTER 13 OF THE CITY CODE OF THE CITY OF NEWNAN

BE IT RESOLVED, by the City Council of the City of Newnan, Georgia while in regular session on _____, 2026 as follows:

SECTION 1. That upon appointment of ZACHERY TAYLOR by the Prosecuting Attorney of the Municipal Court for the City of Newnan, Georgia, such appointment is hereby ratified by the City Council of the City of Newnan as an Assistant Prosecuting Attorney of the Municipal Court for the City of Newnan, Georgia; and

SECTION 2. This appointment is effective for a term of one (1) calendar year, pursuant to Article V, Sec. 13-88 of the Code of Ordinances of the City of Newnan, Georgia.

SECTION 3. Within thirty (30) days of the effective date of this Resolution the Municipal Court Clerk shall notify the Prosecuting Attorneys' Council of the State of Georgia of this appointment as required under Georgia law.

SECTION 4. That this resolution shall become effective upon its adoption.

RESOLVED, this the ____ day of _____, 2026.

ATTEST:

Megan Shea, City Clerk

James Shepherd, Mayor

Scott Berta, Mayor Pro-Tem

REVIEWED AS TO FORM:

C. Bradford Sears, Jr., City Attorney

Cynthia E. Jenkins, Councilmember

Cleatus Phillips, City Manager

Dustin Koritko, Councilmember

Paul Guillaume, Councilmember

James J. Thomasson, III, Councilmember

Jennifer Morrisson, Councilmember

CITY OF NEWNAN
COWETA COUNTY, GEORGIA

OATH OF OFFICE

“I do solemnly swear or affirm that I will faithfully and truly perform the duties of Assistant Prosecuting Attorney of the Municipal Court for this City, that I will support and defend the United States Constitution, the Constitution of the State of Georgia, and the Charter of the City of Newnan, to the best of my skill and ability and as to me shall seem to the best interest and welfare of the city without fear, favor, or affection.

I do further swear or affirm that I am not the holder of any unaccounted for public money due this State or any political subdivision or authority thereof; that I am not the holder of any office or trust under the government of the United States, any other state, or any foreign state which, by the laws of the State of Georgia, I am prohibited from holding; and that I am otherwise qualified to be a public officer according to the Constitution and Law of the State of Georgia.

SO HELP ME GOD.”

Zachery Taylor
Assistant Prosecuting Attorney of the
Municipal Court for the City of Newnan

Sworn to and subscribed before me, an officer
authorized to administer oaths, this ____ day
Of _____, 2026

H. Clay Collins
Chief Judge of Newnan Municipal Court



NEWNAN
GEORGIA • CITY OF HOMES

To: Mayor and Council
Date: April 14, 2026
Agenda Item: Consideration of Contract Award for LINC Section 13
Prepared By: Hasco Craver, Assistant City Manager

Purpose:

Newnan City Council may consider and award a contract to a qualified firm for the construction of LINC Section 13.

Background:

Identified as the "Carl Miller Park Connection" during the adoption of the LINC Master Plan in 2017, the City of Newnan has recently dedicated resources towards the construction of LINC facilities westward from the historic downtown.

The Newnan City Council, during its 2025 Council Retreat selected LINC Section 13 as the first section of trail to be designed and constructed using SPLOST 2025 and Impact Fee funds.

LINC Section 13 will include a side path running south along the east side of Cougar Way adjacent to the Newnan High School campus, thereby providing a safe pedestrian route for residents, visitors, students and faculty. As the trail takes an easterly turn at the intersection of Cougar Way and Sewell Road, bus drop-off and pick-up areas will be constructed as well as a dedicated parking facility. Thereafter, an at-grade crossing near the intersection of Sewell Road and Armory Road will lead to a bridged greenway trail along and through the Newnan Utilities waterworks property. The trail will interact with Carl Miller Park prior to ending at the intersection of Sewell Road and Spence Avenue. The entire trail section will connect to existing pedestrian facilities and result in nearly 6,000 linear feet (1.2 +/- miles) of dedicated trail. (See attached for trail location)

The Newnan City Council, at the May 27, 2025 City Council Meeting, unanimously approved a design contract allowing the PATH Foundation and KAIZEN Collaborative to support the design of LINC Section 13.

Over the subsequent months, City staff, along with members of the Coweta County School System and Newnan Utilities, worked to develop a trail design that would promote pedestrian safety as well as public recreation.

The Coweta County School System and Newnan Utilities have awarded temporary and permanent easements to the City to allow for the construction and maintenance of trail facilities.

In February 2026, City staff released an Invitation to Bid, soliciting proposals from qualified firms.

On March 18, 2026, City staff received proposals from seven (7) firms. Please see a list of responding firms below:

Excellere Construction, LLC
630 Village Trace NE
Building 15, Suite C
Marietta, GA 30067

IP Construction

1301 Shiloh Road Northwest
Kennesaw, GA 30144

Hasbun Construction
6110 McFarland Station Drive #806
Alpharetta, GA 30004

Piedmont Paving
1226 Highway 16 East
Newnan, GA 30263

JHC Corporation
15 Fresh Bru Drive
Newnan, GA 30263

Helix Grading & Utilitiy, LLC
30 Industrail Drive
Zebulon, GA 30295

F. S. Scarbrough
500 West Lanier Ave STE 911
Fayetteville, GA 30214

Upon receipt of proposals, the project team (City staff, PATH Foundation, KAIZEN Collaborative, CPS) performed a detailed investigation of each firm's price, wherewithal, project understanding and previous and similar project experience and proposal responsiveness. (Please see attached Bid Tabulation)

Funding:

SPLOST 2025
Impact Fees

Recommendation:

In reviewing the qualified and fully responsive submitted proposal, City staff is recommending that the Newnan City Council award a contract to Hasbun Construction in the amount of \$3,179,399.97.

In addition, City staff recommends that the Newnan City Council accept alternate #1 to include decorative lighting and underground power for an amount of \$40,000.

The recommendation herein is primarily based upon the following elements:

- Firm's responsiveness; and
- Firm's experience constructing similar facilities in the region; and
- Firms' submitted price

Attachments:

1. Bid Tabulation - LINC Section 13
2. LINC Section 13 Composite Map
3. LINC 13 Construction Plan Sheets

Previous Discussion with Council:

Newnan City Council, over time, has been planning for and contracting with numerous professionals to

actualize the LINC Sections illustrated in the LINC Master Plan 2017.

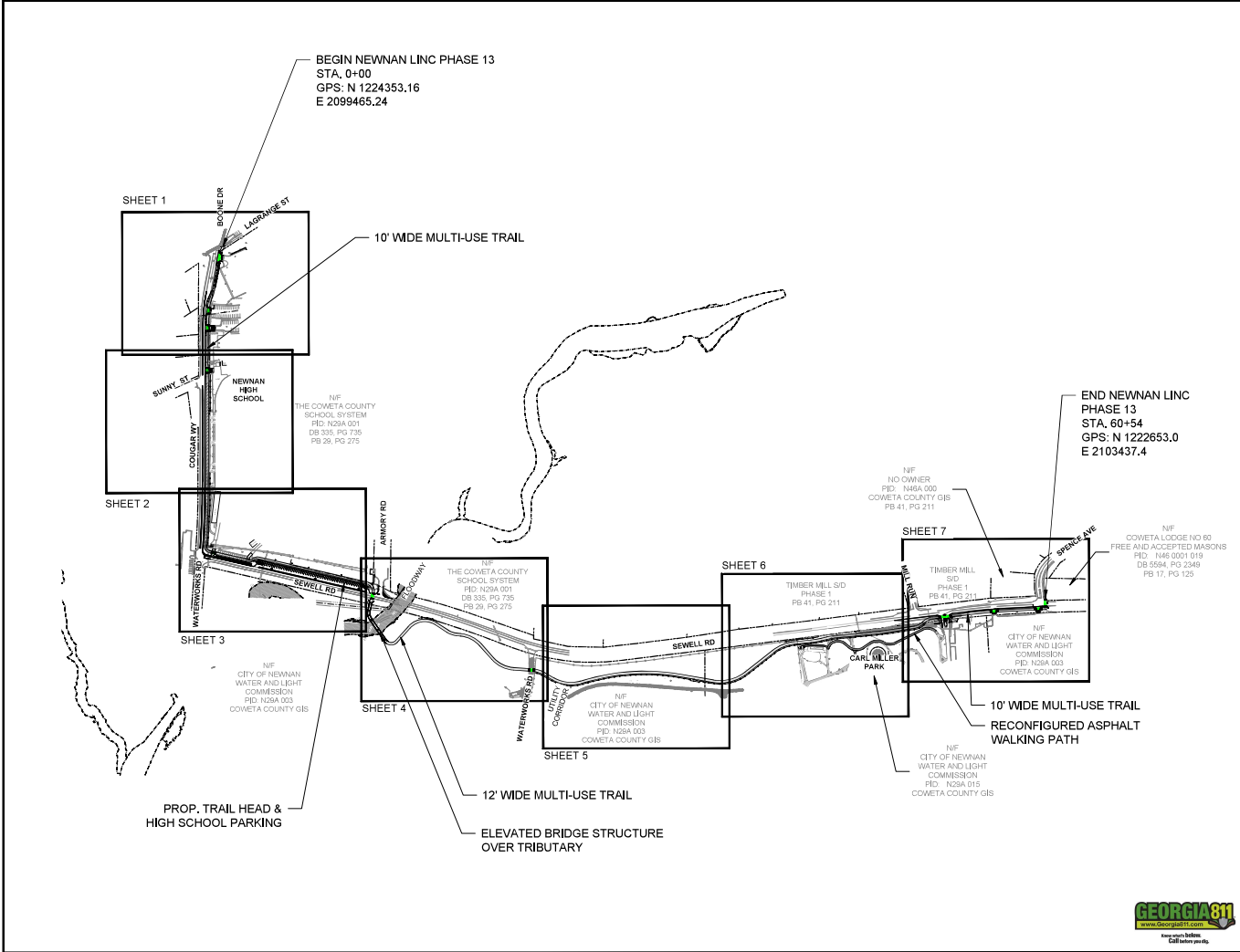


City of Newnan, Georgia

BID OPENING: LINC Phase 13
Wednesday, March 18, 2026 – 10am (Bids Due)
Thursday, March 19, 2026 – 10am (Bids Opened)

BIDDER	BID AMOUNT	COMMENTS
Excellere Construction, LLC	4,634,815.00	
IP Construction, LLC	3,931,047.75	
Hasbun Construction	3,179,399.97	
Piedmont Paving	4,343,450.49	
JHC Corporation	4,238,461.79	
Helix Grading & Utility, LLC	5,358,986.25	
F.S. Scarbrough	3,465,440.00	

BIDS OPENED BY



KAIZENCOLLABORATIVE
 CHARLES W. ABBOTT JR., P.E.
 DESIGN ENGINEER-LEVEL II CERTIFICATION
 GEORGIA PROFESSIONAL ENGINEER NO. 26282
 CHIEF ABBOTT@KAIZENCOLLABORATIVE.COM
 404-339-3311

4PATH FOUNDATION
 101 W. PEACHTREE STREET
 ATLANTA, GA 30308
 24 HOUR CONTACT - 404-875-0100
 E: CHIEF@4PATHFOUNDATION.COM
 C: 404-875-0100 C: 270-816-0163

DATE	DESCRIPTION
09/10/2025	30% DESIGN REVIEW
12/11/2024	100% ISSUE FOR PERMIT
01/21/2026	100% ITP COMMENTS REV
01/22/2026	100% ITP COMMENTS REV
02/05/2026	100% ITP

PROJECT # 2025-285
 PROJECT MANAGER ADC

NEWNAN LINC PHASE 13
NEWNAN, GA

FOR THE RECORD

SCALE 1" = 200'-0"
 DATE FEBRUARY 05, 2026

COMPOSITE MAP

SHEET # CM-01

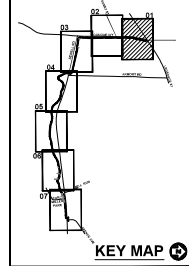
- SHEET NOTES:**
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LAYOUT AND MATERIAL LEGEND

- R/W LINE - P/L LINE
- LIMIT OF DISTURBANCE
- TREE PROTECTION FENCE
- RAILING
- CHAIN LINK FENCE
- RETAINING WALL
- DETECTABLE WARNING SURFACE
- MULTI-USE TRAIL
- MULTI-USE TRAIL - HEAVY DUTY
- HEAVY DUTY CONCRETE PAVING
- FULL DEPTH ASPHALT PAVING, CITY SPEC. 8" GAB. 2" 15mm SUPERPAVE, 1.5" 9.5mm SUPERPAVE

KAIZEN COLLABORATIVE
 CHARLES W. ABBOTT JR., P.E.
 DESIGN ENGINEER LEVEL II CERTIFICATION
 GEORGIA PROFESSIONAL ENGINEER, 04/20/2028
 CHUCK.ABBOTT@KAIZENCOLLABORATIVE.COM
 0-404-239-3351

4PATH FOUNDATION
 101 W. REAGAN FREE STREET
 ATLANTA, GA 30307
 24 HOUR CONTACT - CHRIS OYE
 C. OYE@4PATHFOUNDATION.COM
 0-404-475-2284 C. 270-810-6183



DATE	DESCRIPTION
09/10/2025	30% DESIGN REVIEW
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01/21/2026	100% FFP COMMENTS
01/22/2026	100% FFP COMMENTS REV
02/05/2026	100% ITR

PROJECT # 2025-285
 PROJECT MANAGER ADC

**NEWNAN LINC
 PHASE 13
 NEWNAN, GA**

FOR THE CITY OF NEWNAN

1" = 30'-0"

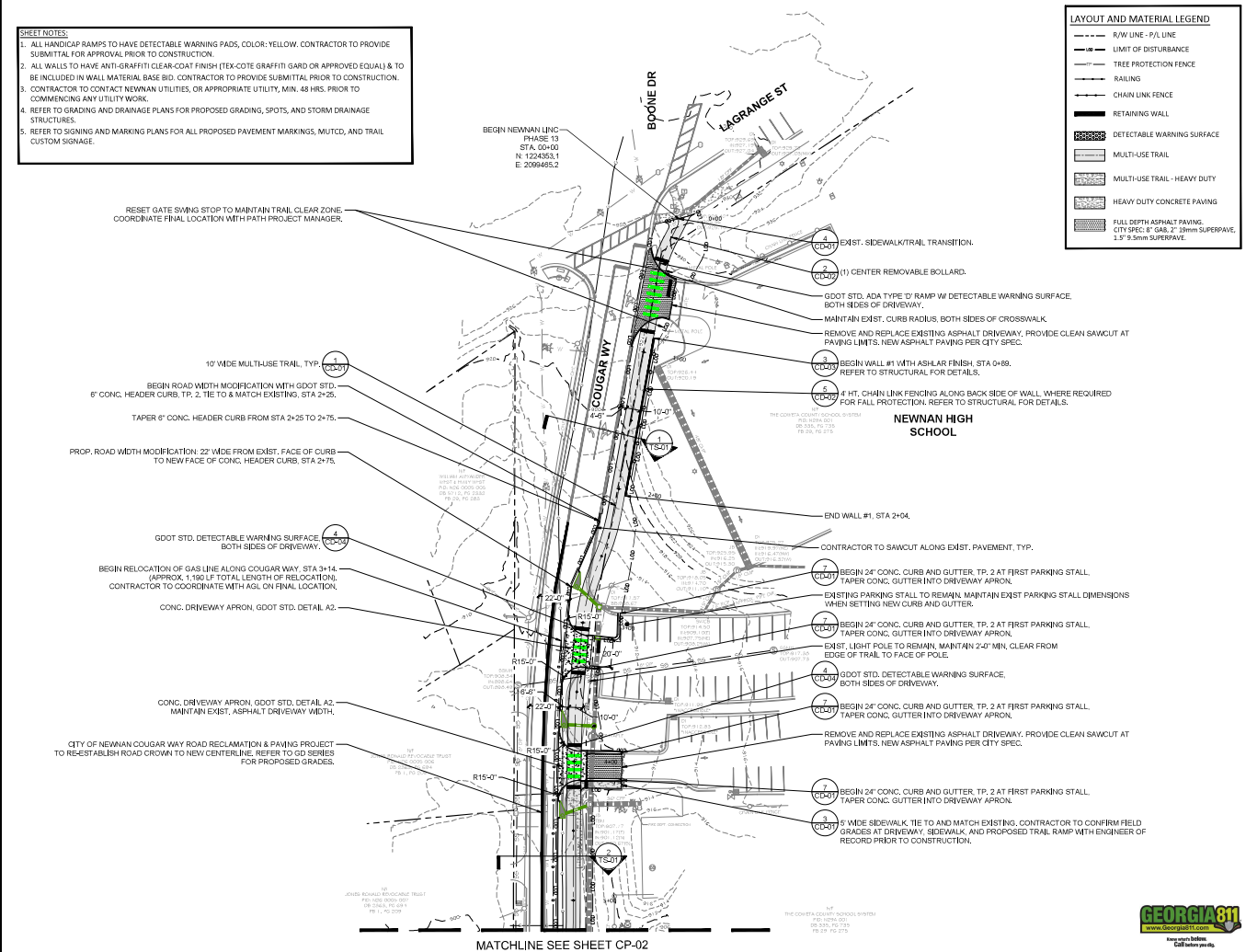
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CONSTRUCTION PLAN

SCALE 1" = 30'-0"

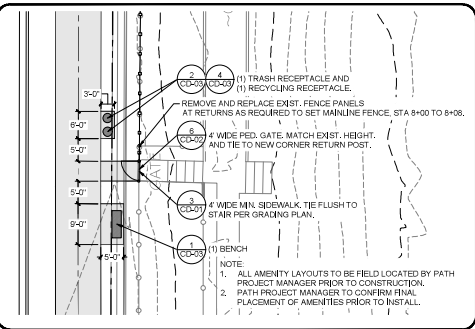
DATE FEBRUARY 05, 2026

SHEET # **CP-01**

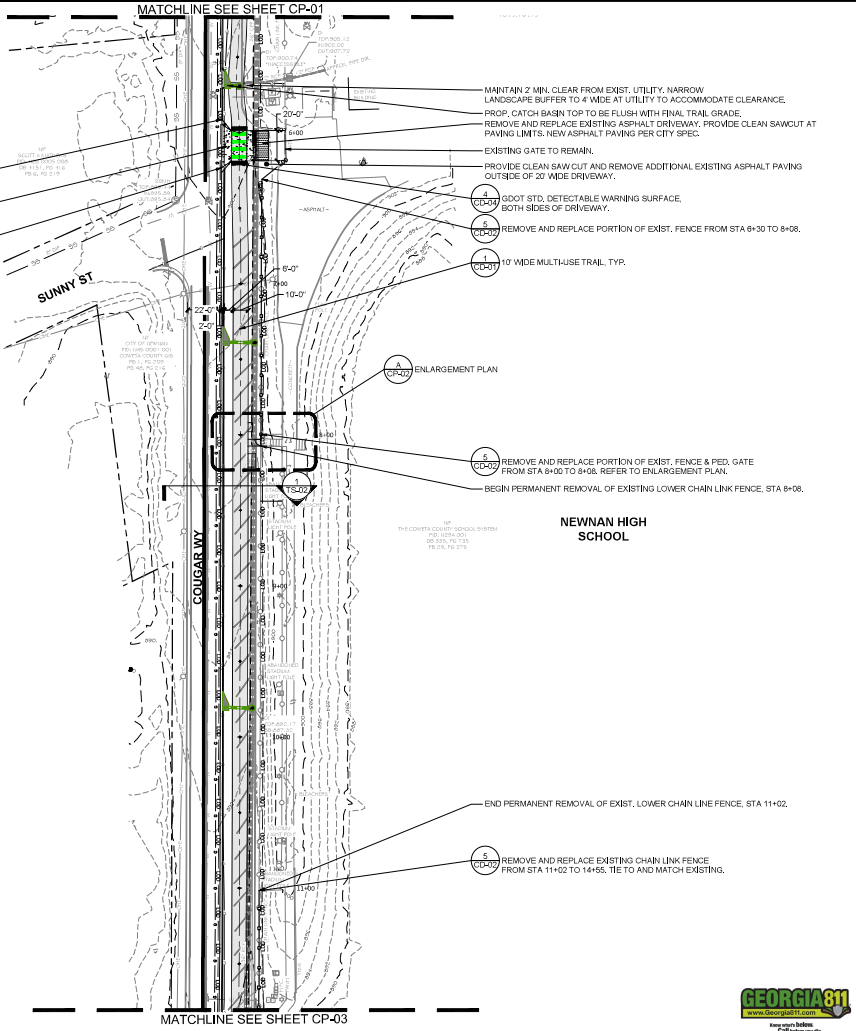


- SHEET NOTES:**
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- LAYOUT AND MATERIAL LEGEND**
- 8" W LINE - P/L LINE
 - LIMIT OF DISTURBANCE
 - TREE PROTECTION FENCE
 - RAILING
 - CHAIN LINK FENCE
 - RETAINING WALL
 - DETECTABLE WARNING SURFACE
 - MULTI-USE TRAIL
 - MULTI-USE TRAIL - HEAVY DUTY
 - HEAVY DUTY CONCRETE PAVING
 - FULL DEPTH ASPHALT PAVING, CITY SPEC, 8" OAB, 2" 10mm SUPERPAVE, 1.5" 9.5mm SUPERPAVE



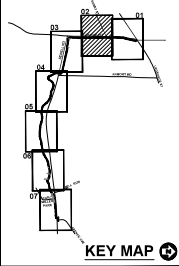
A ENLARGEMENT PLAN
SCALE: 1" = 10'



KAIZENCOLLABORATIVE
 1001 W. PEACHTREE STREET
 ATLANTA, GA 30309
 404-529-3331

CHARLES W. ABBOTT, P.E.
 DESIGN ENGINEER LEVEL II CERTIFICATION
 LICENSE # 00000448 EXPIRES 04/28/2028
 CHUCK.ABBOTT@KAIZENCOLLABORATIVE.COM

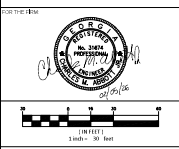
PATH FOUNDATIONS
 1001 W. PEACHTREE STREET
 ATLANTA, GA 30309
 24 HOUR CONTACT - CHRIS OYE
 C. OYE@PATHFOUNDATIONS.COM
 404-447-2284 C. 270-8162183



DATE	DESCRIPTION
09/10/2025	30% DESIGN REVIEW
12/11/2024	100% ISSUE FOR PERMIT
01/21/2026	100% IFP COMMENTS
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02/05/2026	100% ITR

PROJECT # 2025-395
 PROJECT MANAGER ADC

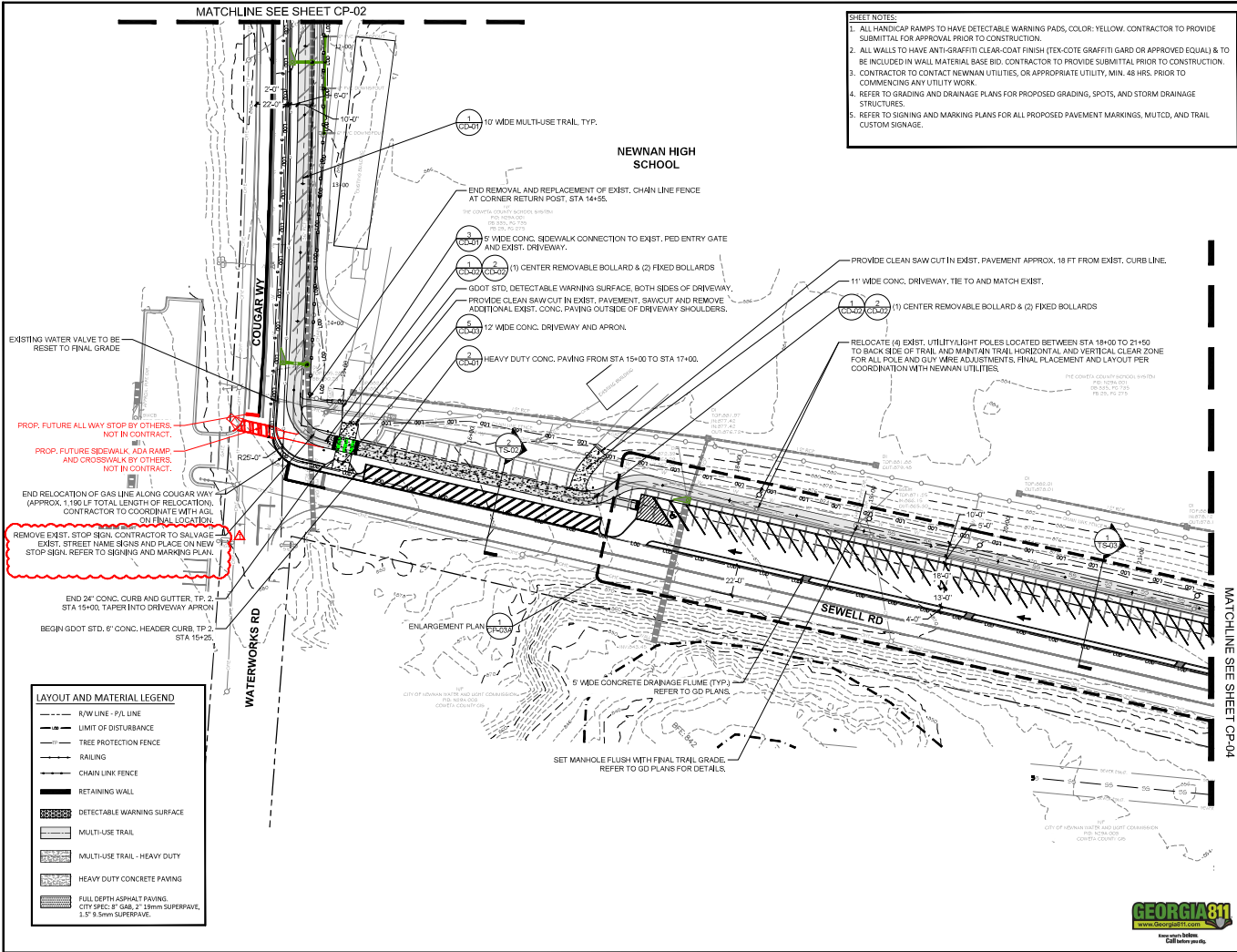
NEWNAN LINC PHASE 13
NEWNAN, GA



CONSTRUCTION PLAN

SCALE 1" = 30'-0"
 DATE FEBRUARY 05, 2026

SHEET # **CP-02**

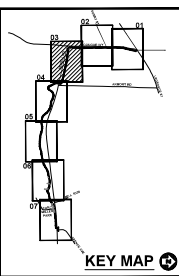


KAIZEN COLLABORATIVE

CHARLES W. ABBOTT JR., P.E.
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GEOGRAPHIC INFORMATION SYSTEMS, 04/20/2020
CHUCK.ABBOTT@KAIZENCOLLABORATIVE.COM
0-404-239-3321

PATH FOUNDATIONS

1601 W. REACHMERE STREET
ATLANTA, GA 30329
24 HOUR CONTACT - 404-875-0128
E: 404-875-0128 C: 270-816-1863



DATE	DESCRIPTION
09/10/2025	30% DESIGN REVIEW
12/11/2024	100% ISSUE FOR PERMIT
01/21/2026	100% IFF COMMENTS REV
01/22/2026	100% IFF COMMENTS REV
02/05/2026	100% ITR
02/18/2026	ITB ADDENDUM #1

PROJECT #	2025 - 265
PROJECT MANAGER	ADC

**NEWNAN LINC
PHASE 13
NEWNAN, GA**

FOR THE RECORD

CONSTRUCTION PLAN

SCALE: 1" = 30'-0"

DATE: FEBRUARY 05, 2026

SHEET # **CP-03**

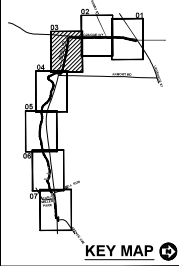
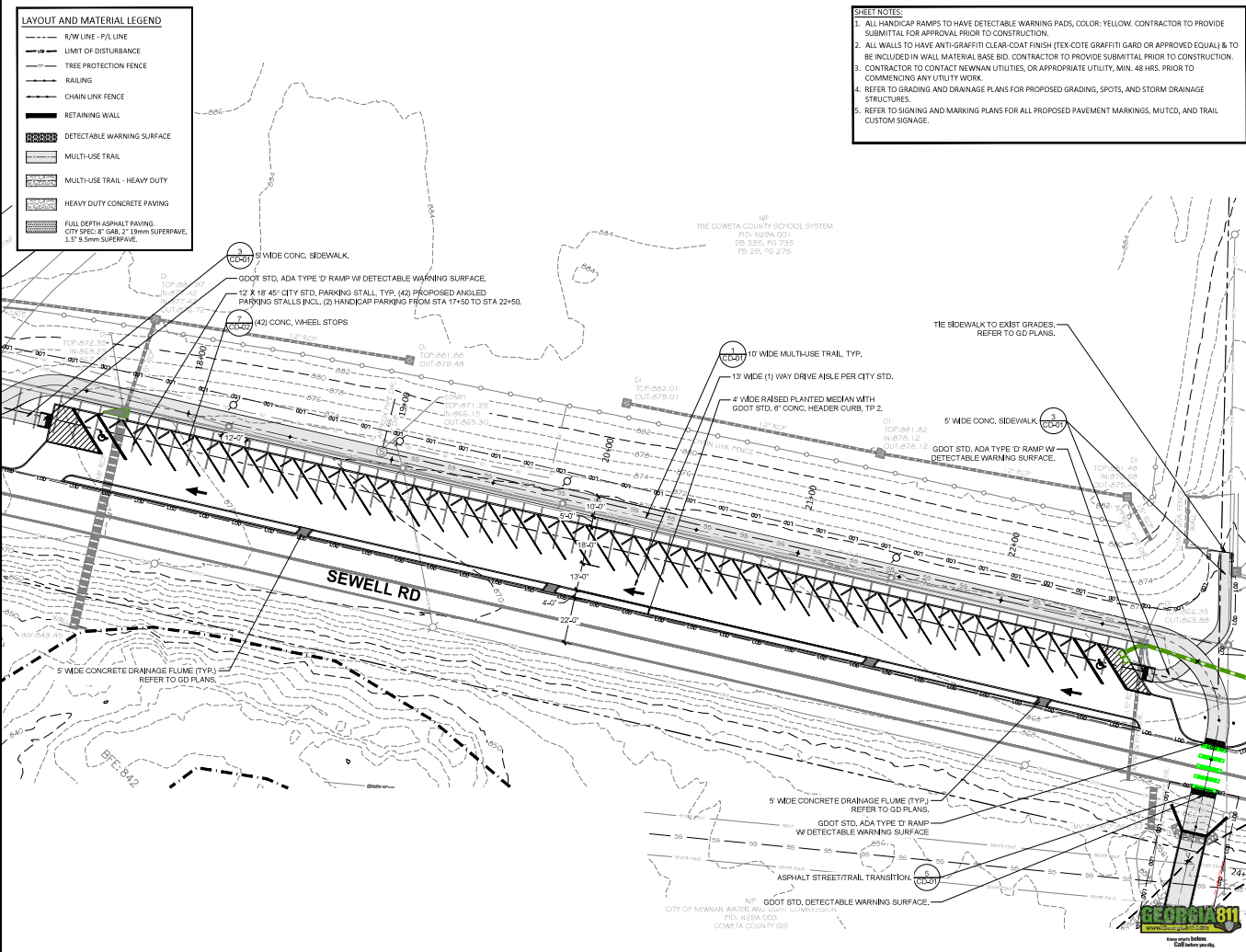
LAYOUT AND MATERIAL LEGEND

	R/W LINE - P/L LINE
	LIMIT OF DISTURBANCE
	TREE PROTECTION FENCE
	RAILING
	CHAIN LINK FENCE
	RETAINING WALL
	DETECTABLE WARNING SURFACE
	MULTI-USE TRAIL
	MULTI-USE TRAIL - HEAVY DUTY
	HEAVY DUTY CONCRETE PAVING
	FULL DEPTH ASPHALT PAVING CITY SPEC: 8" GAB, 2" 18mm SUPERPAVE, 2.5" 5.5mm SUPERPAVE

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KAIZEN COLLABORATIVE
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 CHIEF ABBOTT@KAIZENCOLLABORATIVE.COM
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4PATH FOUNDATION
 101 W. PEACHTREE STREET
 ATLANTA, GA 30309
 24 HOUR CONTACT - COPER ONE
 E-CHIEF@4PATHFOUNDATION.COM
 0-404-475-2284 C-270-8162183



DATE	DESCRIPTION
09/10/2025	30% DESIGN REVIEW
12/11/2025	100% ISSUE FOR PERMIT
01/22/2026	100% FFP COMMENTS REV
01/22/2026	100% FFP COMMENTS REV
02/05/2026	100% ITR

PROJECT # 2025-395
 PROJECT MANAGER ADC

**NEWMAN LINC
 PHASE 13**

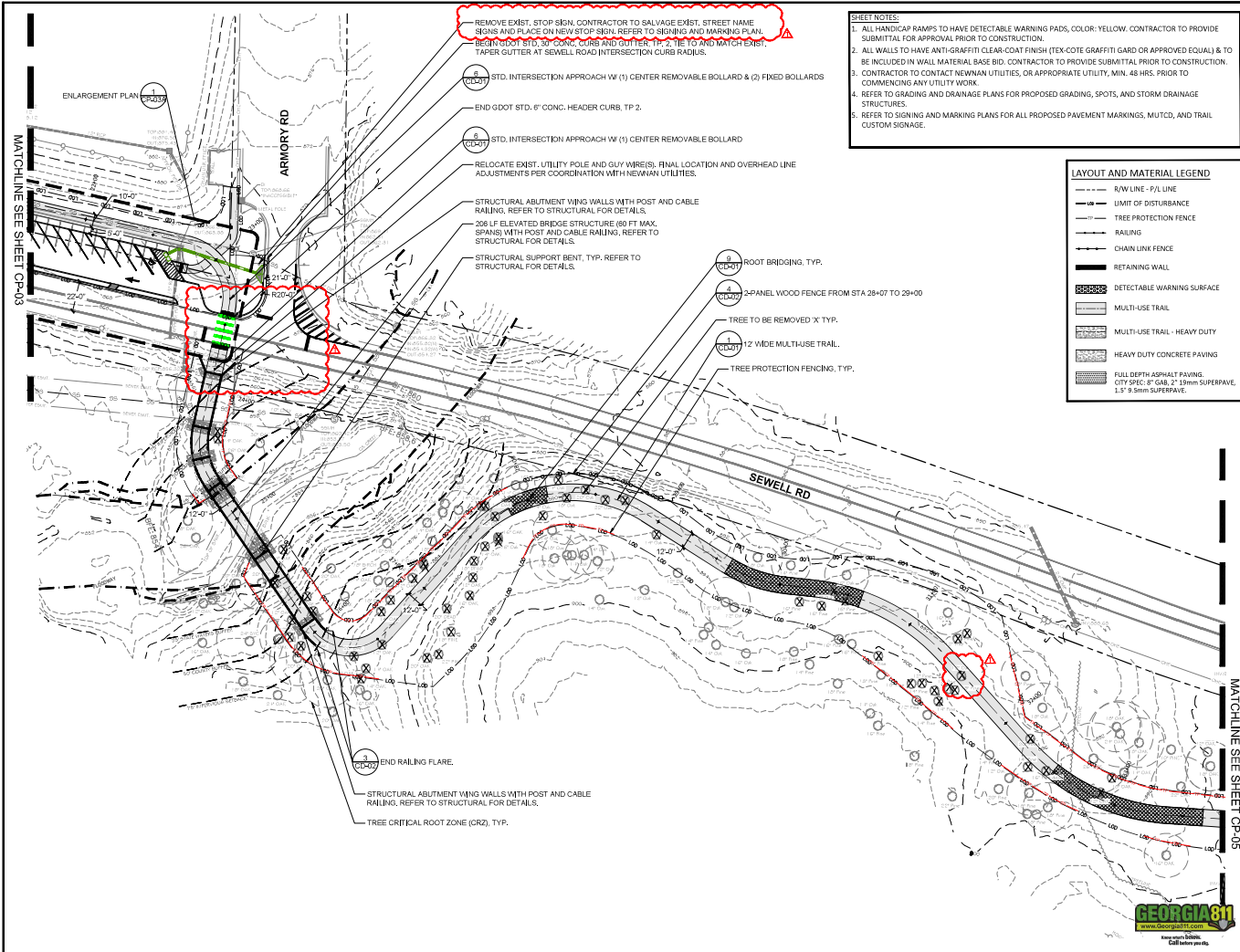
NEWMAN, GA

FOR THE TOWN

CONSTRUCTION PLAN
 ENLARGEMENT

SCALE 1" = 20'-0"
 DATE FEBRUARY 05, 2026

SHEET # CP-03A



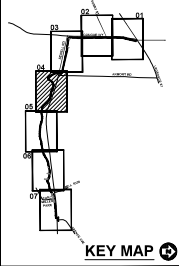
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LAYOUT AND MATERIAL LEGEND

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- MULTI-USE TRAIL - HEAVY DUTY
- HEAVY DUTY CONCRETE PAVING
- FULL DEPTH ASPHALT PAVING
 CITY SPEC: 8" GAB, 2" 19mm SUPERPAVE, 1.5" 9.5mm SUPERPAVE.

KAIZEN COLLABORATIVE
 1001 W. BEAUFORT STREET
 ATLANTA, GA 30309
 404-525-3351

4PATH FOUNDATION
 1001 W. BEAUFORT STREET
 ATLANTA, GA 30309
 404-525-3351



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01/21/2025	100% ITP COMMENTS REV
01/22/2025	100% ITP COMMENTS REV
02/05/2025	100% ITP
02/18/2025	ITB ADDENDUM #1

PROJECT # 2025-285
 PROJECT MANAGER ADC

**NEWMAN LINC
 PHASE 13
 NEWMAN, GA**

FOR THE RECORD

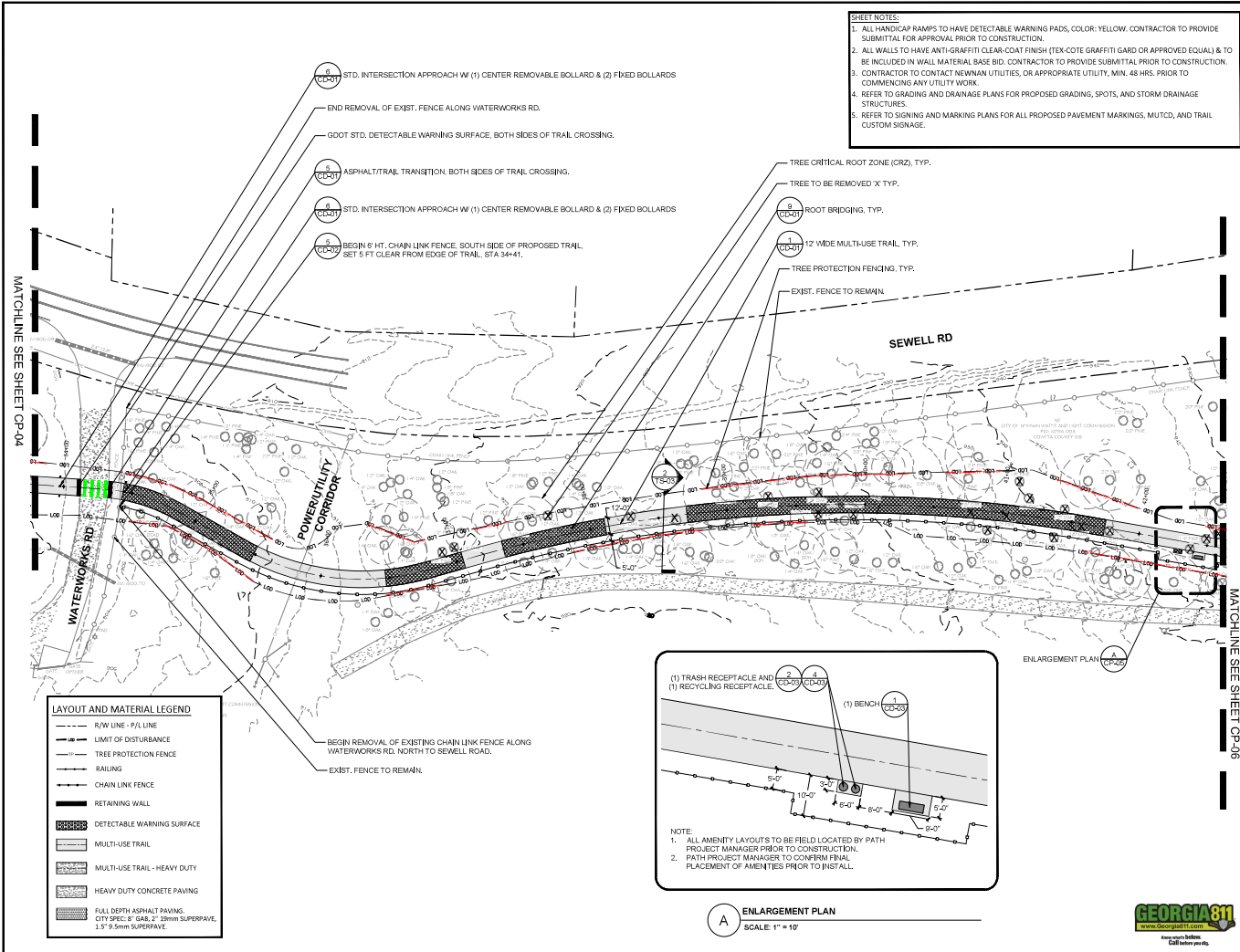
1" = 30'-0"

0 10 20 30 Feet

CONSTRUCTION PLAN

SCALE 1" = 30'-0"
 DATE FEBRUARY 05, 2026

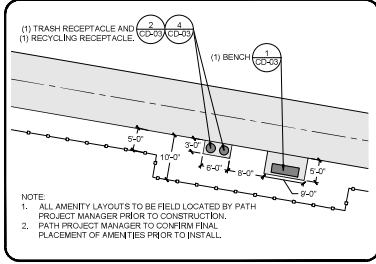
SHEET # **CP-04**



- SHEET NOTES:**
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LAYOUT AND MATERIAL LEGEND

---	R/W LINE - P/L LINE
- - - -	LIMIT OF DISTURBANCE
---	TREE PROTECTION FENCE
---	SAILING
---	CHAIN LINK FENCE
---	RETAINING WALL
---	DETECTABLE WARNING SURFACE
---	MULTI-USE TRAIL
---	MULTI-USE TRAIL - HEAVY DUTY
---	HEAVY DUTY CONCRETE PAVING
---	FULL DEPTH ASPHALT PAVING, CITY SPEC 'B' GAB, 2" 30mm SUPPERPAVE, 1.5" 50mm SUPPERPAVE

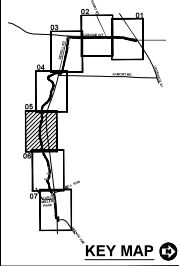


A ENLARGEMENT PLAN
SCALE: 1" = 10'



KAIZEN COLLABORATIVE
 CHARLES W. ABBOTT JR., P.E.
 DESIGN ENGINEER LEVEL II CERTIFICATION
 GEORGIA PROFESSIONAL ENGINEER 041202028
 CHUCK.ABBOTT@KAIZENCOLLABORATIVE.COM
 0-404-339-3351

PATH FOUNDATION
 1601 W. REACH TREE STREET
 ATLANTA, GA 30309
 24 HOUR CONTACT - CHRIS OYE
 C.OYE@PATHFOUNDATION.COM
 0-404-475-2284 C. 270-816-1862



DATE	DESCRIPTION
09/10/2025	30% DESIGN REVIEW
12/11/2024	100% ISSUE FOR PERMIT
01/21/2025	100% FFP COMMENTS REV
01/22/2025	100% FFP COMMENTS REV
02/05/2025	100% ITR

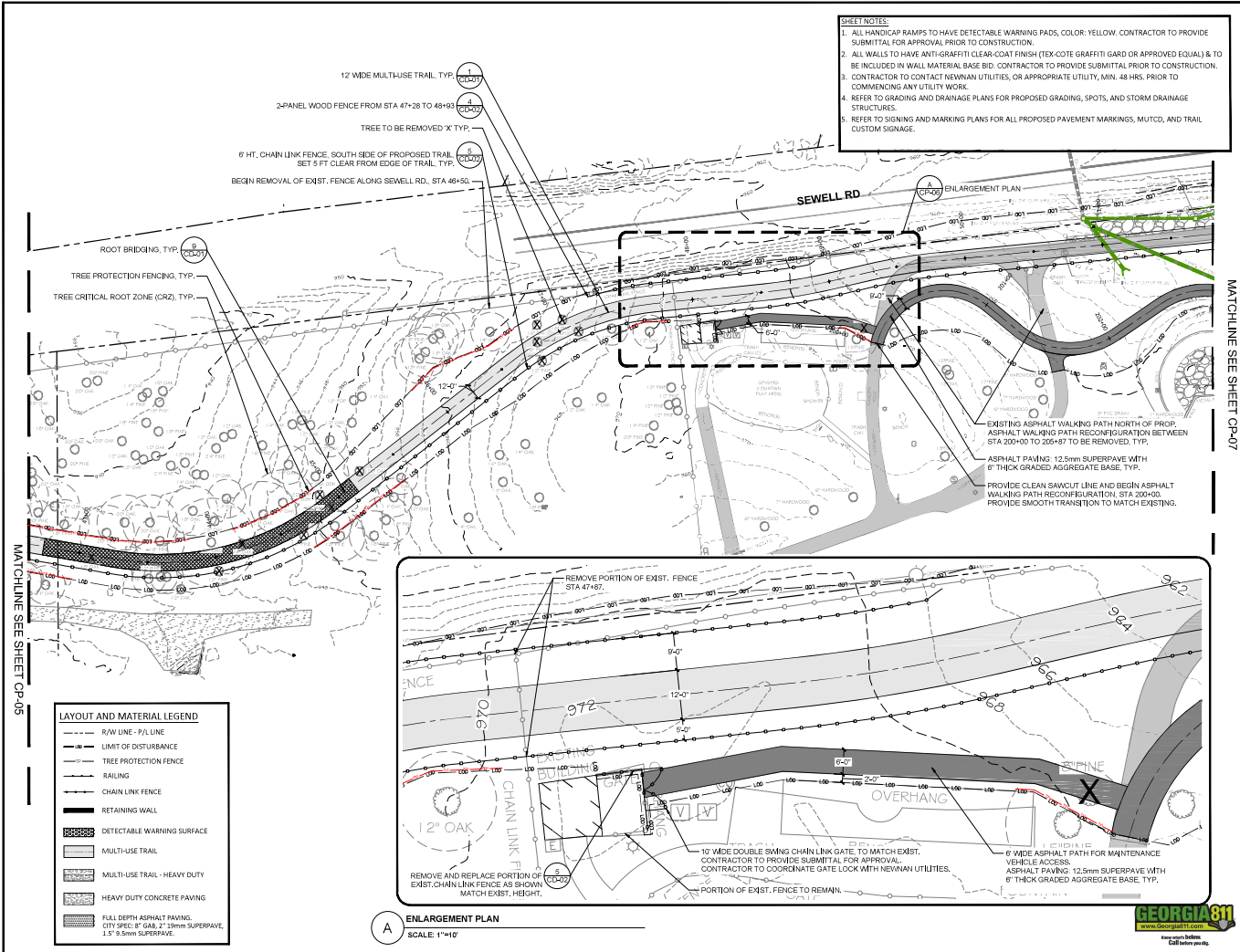
PROJECT #	2025-395
PROJECT MANAGER	ADC

NEWMAN LINC PHASE 13
NEWMAN, GA



CONSTRUCTION PLAN

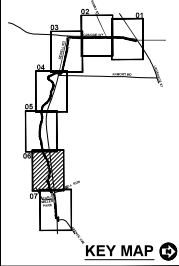
SCALE	1" = 30'-0"
DATE	FEBRUARY 05, 2026
SHEET #	CP-05



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KAIZEN COLLABORATIVE
 CHARLES W. ABBOTT JR., P.E.
 DESIGN ENGINEER LEVEL I CERTIFICATION
 GEORGIA PROFESSIONAL ENGINEER 042620218
 CHIEF ABBOTT@KAIZENCOLLABORATIVE.COM
 0-404-339-3351

4PATH FOUNDATION
 101 W. REACH TREE STREET
 ATLANTA, GA 30307
 24 HOUR CONTACT - OFFICE
 404-525-1100
 404-447-2284 C: 278-8162183



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02/05/2026	100% ITR

PROJECT # 2025-285
 PROJECT MANAGER ADC
NEWNAN LINC PHASE 13
 NEWNAN, GA

FOR THE RECORD

SCALE: 1"=30'-0"
 DATE: FEBRUARY 05, 2026
 SHEET # CP-06

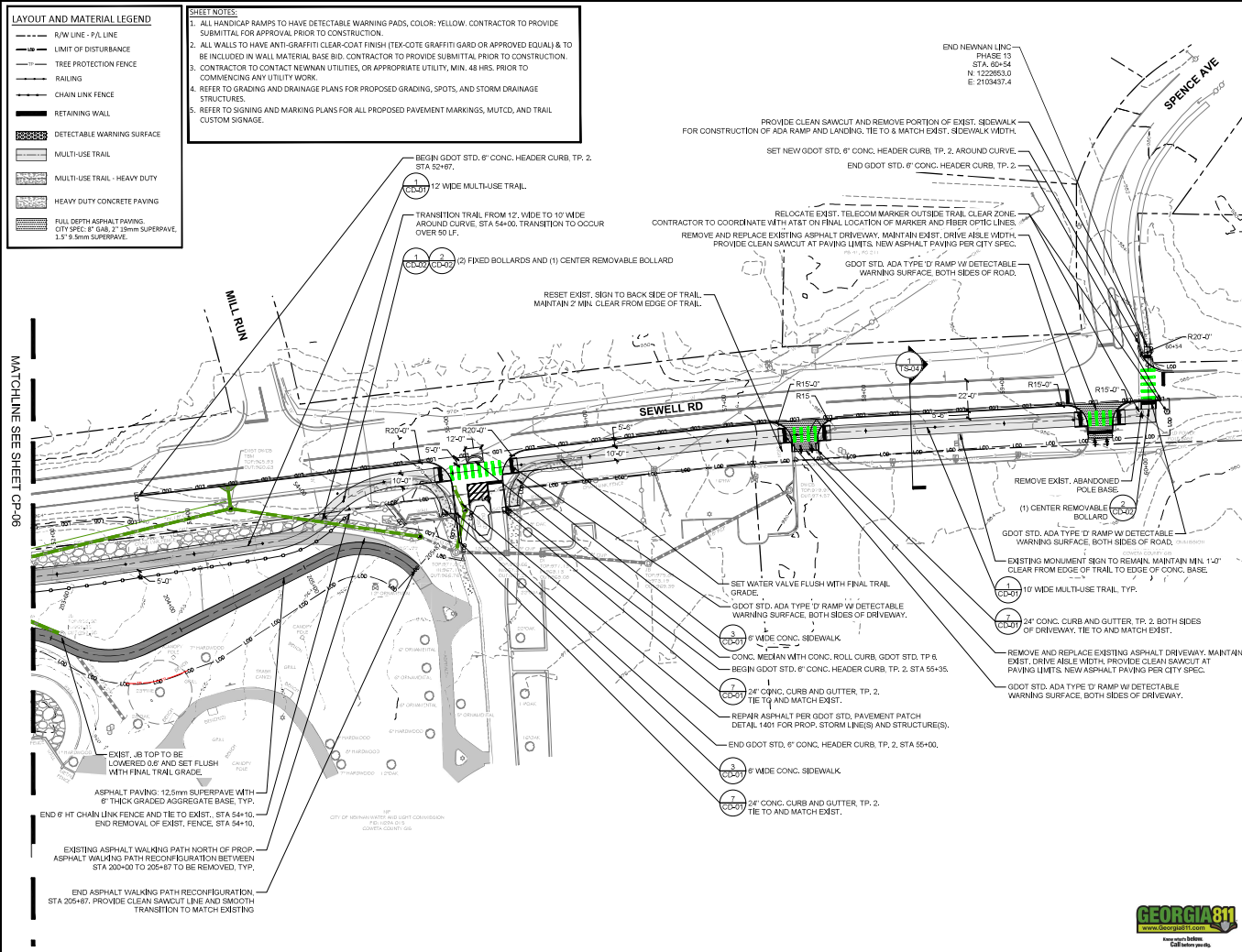
MATCHLINE SEE SHEET CP-07

MATCHLINE SEE SHEET CP-05

LAYOUT AND MATERIAL LEGEND

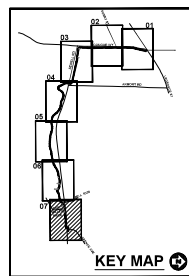
- R/W LINE - P/L LINE
- LIMIT OF DISTURBANCE
- TREE PROTECTION FENCE
- RAILING
- CHAIN LINK FENCE
- RETAINING WALL
- DETECTABLE WARNING SURFACE
- MULTI-USE TRAIL
- MULTI-USE TRAIL - HEAVY DUTY
- HEAVY DUTY CONCRETE PAVING
- FULL DEPTH ASPHALT PAVING: CITY SPEC. 8" OAB, 2" 20mm SUPERPAVE, 1.5" 9.5mm SUPERPAVE

- SHEET NOTES:**
1. ALL HANDICAP RAMPS TO HAVE DETECTABLE WARNING PADS, COLOR: YELLOW. CONTRACTOR TO PROVIDE SUBMITTAL FOR APPROVAL PRIOR TO CONSTRUCTION.
 2. ALL WALLS TO HAVE ANTI-GRAFFITI CLEAR-COAT FINISH (TEK-COTE GRAFFITI GARD OR APPROVED EQUAL) & TO BE INCLUDED IN WALL MATERIAL BASE BID. CONTRACTOR TO PROVIDE SUBMITTAL PRIOR TO CONSTRUCTION.
 3. CONTRACTOR TO CONTACT NEWMAN UTILITIES, OR APPROPRIATE UTILITY, MIN. 48 HRS. PRIOR TO COMMENCING ANY UTILITY WORK.
 4. REFER TO GRADING AND DRAINAGE PLANS FOR PROPOSED GRADING, SPOTS, AND STORM DRAINAGE STRUCTURES.
 5. REFER TO SIGNING AND MARKING PLANS FOR ALL PROPOSED PAVEMENT MARKINGS, MUTCD, AND TRAIL CUSTOM SIGNAGE.



KAIZEN COLLABORATIVE
 CHARLES W. ABBOTT, P.E.
 DESIGN ENGINEER LEVEL I CERTIFICATION
 QUAD # 0000448 EXHIB. 04/20/2028
 CHUCK.ABBOTT@KAIZENCOLLABORATIVE.COM
 0-404-339-1351

4PATH FOUNDATION
 101 W. PEACHTREE STREET
 ATLANTA, GA 30309
 24 HOUR CONTACT - CHRIS OYE
 E. OYE@4PATHFOUNDATION.COM
 0-404-475-2284 C. 278-8162163



DATE	DESCRIPTION
09/10/2025	30% DESIGN REVIEW
12/11/2025	100% ISSUE FOR PERMIT
01/22/2026	100% FFP COMMENTS REV
02/05/2026	100% ITR

PROJECT # 2025-285
 PROJECT MANAGER ADC

NEWMAN LINC PHASE 13
NEWMAN, GA

FOR THE CITY OF NEWMAN

CONSTRUCTION PLAN

SCALE 1" = 30'-0"
 DATE FEBRUARY 05, 2026
 SHEET # CP-07



To: Mayor and Council
Date: April 14, 2026
Agenda Item: Consideration of a Resolution for Creation and Implementation of a Residential Master File Program
Prepared By: Bryan Partin, Chief Building Official

Purpose:

Newnan City Council to consider proposal for the creation and implementation of a Residential Master File Program to facilitate reduced review time for residential home plans builders may use on a repetitive basis within the City of Newnan.

Background:

The Residential Master File program (RMF) will apply to detached single-family, duplex, and townhouse units, as defined and regulated by the International Residential Code (IRC). RMF is intended to be utilized by home builders who construct significant numbers of these types of structures using house plans on a repetitive basis within the city limits of Newnan. The program institutes an advanced, or pre-permit plan review of house plans to be used repetitively.

RMF will allow for reduced Building Department review times when site-specific applications are received as the plan review has been completed in advance, also reducing time between building department application receipt and permit approval.

Participation in RMF is voluntary, home builders must decide if this program will be beneficial for them. To have master plans filed, a home builder will complete a Residential Master File Application for each specific plan they intend to use.

After review of the plans, an RMF reference number will be assigned to the plans. Once a plan is master filed, that plan may be constructed an unlimited number of times within the current code cycle. At the end of a code cycle, a plan may be renewed, if desired. Any revisions to a master filed plan must be submitted, and a review completed prior to implementing the proposed revision. Proposed fees for RMF program are referenced herein and will be included in the schedule of fees for the City of Newnan.

Site-specific residential permit applications using RMF plans will be on standard application forms. In lieu of submitting plans, the provided RMF number shall be referenced, along with an option matrix that will indicate which options and elevations are to be used at the specific site. Site-specific permit applications using RMF plans will require all other information and development reviews ordinarily necessary for a residential application.

Time that would normally be spent reviewing these plans for production builders can be applied to applications from citizens/residents of Newnan whose projects may require plan review, thus reducing the time from application receipt to permit issuance for our citizens/residents.

Typical single-family home plans currently being received by the Building Department, on average, take between 40 and 55 minutes to complete the review process. The typical town home plan averages between 30–45 minutes. These plans are generally less than 30 sheets which include floor and/or roof truss drawings.

A sample single family home plan provided to the Building Department for reference included 127 sheets. This sample set did not include floor and/or roof truss drawings. These sample plan sheets provided all options and elevation for the plan, including 29 options that would increase the square

footage. These sample plans were reviewed as they would under the RMF program. The resulting review time was just under 3 hours (2hours and 43 minutes). To include the truss drawings in the review time, that time is expected to be between 3 and 4 hours.

As an example of the amount of time spent on reviews, there are currently two developments in which permits are being issued. One project is of town home dwellings and the other is of detached single-family dwellings. Both have been issued 57 permits as of the end of February. The town home development utilizes 8 different plans and will have 78 dwellings in total. The single-family development utilizes 3 different plans and will have 94 dwellings in total.

The approximate time spent on plan review as of the end of February for the town home development is 28 to 40 hours, with 21 dwellings remaining, another 10 to 16 hours for plan review, 38 to 56 hours total. Under the RMF, the 8 plans in use for these town homes would require approximately 24 to 32 hours for review. A time saving of about 14 to 24 hours.

The approximate time spent on plan review as of the end of February for the single-family development is 38 to 52 hours, with 37 dwellings remaining, another 25 to 34 hours for plan review, 63 to 86 hours total. Under the RMF, the 3 plans in use would require only 9 to 12 hours, a time saving of 54 to 74 hours.

An upcoming development with 300 dwellings is nearing permit submissions. This development will utilize 16 different plans. Following the current plan review process, between 200 and 275 hours would be spent on reviews. Under the RMF program, approximately 48 to 64 hours would be needed. 152 to 211 hours saved that could be applied to reduce application times for individual citizen/resident plan reviews.

Under the proposed RMF program, these plans, once reviewed, may be built numerous times within the City of Newnan where they are deemed appropriate. Thus, already being reviewed, no further time needs to be expended.

For the period from December 1, 2025, through February 27, 2026, the Building Department received 343 total permit applications. Of those 113 required plan reviews, 23 were town homes and 12 were detached single-family, and 17 were commercial. The remaining 61 were individual citizen/resident applications. The town home and single-family reviews require approximately 19.5 hours of review time or 2 and a half days, that time could be applied to reduce the review time for individual citizens/resident's projects that may require plan review.

Funding:

N/A

Recommendation:

City Council may consider the adoption of the RMF program as presented.

Attachments:

1. A Resolution to Amend the Fee Schedule of the City of Newnan
2. City of Newnan Fee Schedule (displaying RMF Fee Amendments)

Previous Discussion with Council:

Proposed to Council at the February 24, 2026 meeting, further information was requested and provided prior to this meeting.

**A RESOLUTION TO AMEND THE FEE SCHEDULE
FOR THE CITY OF NEWNAN**

WHEREAS, the Mayor and City Council, on November 26, 2024 adopted a Fee Schedule pursuant to the City Code of Ordinances, and

WHEREAS, City Staff and the City Council have determined that a need exists for the creation and implementation of a Residential Master File Program and the associated fees for such program by revising the schedule of fees; and

THEREFORE, BE IT RESOLVED and it is hereby resolved by the Mayor and City Council of the City of Newnan that Section IX, BUILDING PERMITS, INSPECTIONS AND REVIEWS be revised by adding to the fee schedule the wording shown appearing in red as shown on Exhibit "A" attached hereto and made a part hereof by reference.

ADOPTED in open session, regularly assembled, this ____ day of _____, 2026.

ATTEST:

James Shepherd, Mayor

Megan Shea, City Clerk

Scott Berta, Mayor Pro-Tem

Reviewed:

C. Bradford Sears, Jr., City Attorney

Cynthia E. Jenkins, Councilmember

Cleatus Phillips, City Manager

Dustin Koritko, Councilmember

Paul Guillaume, Councilmember

James J. Thomasson, III, Councilmember

Jennifer Morrison, Councilmember

IX. BUILDING PERMITS, INSPECTIONS AND REVIEWS

1. New Residential Single Family and Additions (600 square feet and over) — excludes plan review, includes M.E. P 's
 - a. \$0.685 per total square foot, first 2000 square feet (\$500.00 minimum) plus
 - b. \$0.395 per square foot, remainder over 2001 square feet plus
 - c. \$0.395 per total square foot, unfinished and attached garage (if applicable)
 - A. Residential Master File Plans Program
 1. \$0.20 per total square foot of base plan plus
 2. \$5.00 per plan option that offers square footage increase
 - B. Graduated reduction per year per code cycle for new applications (6 years typ)
 1. year 1- 100% full fee
 - year 2- 90% of the full fee
 - year 3- 80% of the full fee
 - year 4- 70% of the full fee
 - year 5- 60% of the full fee
 - year 6- 50% of the full fee
 - C. Code cycle renewal/update of previously master filed plan- 60% of the full fee
 - D. Revisions to a master filed plan- \$75.00 per revision
 - E. RMF ad-min fee per individual lot application- \$15.00
2. Residential Renovation/Remodel/Basement finish and Additions (599 square feet and less)
 - a. \$0.425 per total square foot, \$200 minimum
3. Residential Detached Garages (1000 square foot limit) and all Accessory Buildings 500 square feet or less (500 square foot limit for Residential)
 - a. \$50.00 plus \$0.375 per total square feet
4. New/Replacement of Residential Deck - \$ 150.00 plus plan review fee
5. Residential Minor Repairs — window replacement, siding replacement, deck repairs, etc.
 - a. \$25.00 plus \$0.025 per heated square foot of structure
 - b. No plan review fee
6. New Commercial/Industrial & Additions
 - a. First 100,000 square feet - \$0.485 per square feet plus
 - b. Next 100,001 to 200,000 square feet - \$0.385 per square feet plus
 - c. Over 200,001 square feet - 0.285 per square feet
 - d. Excludes plan review, excludes M.E. P 's
 - e. \$500.00 Minimum
7. Commercial/Industrial — Tenant Finish/Interior Finish/Renovate/Remodel
 - a. First 100,000 square feet - \$0.2625 per square feet plus
 - b. Next 100,001 to 200,000 square feet - \$0.2125 per square feet plus
 - c. Over 200,001 square feet - \$0.1625 per square feet
 - d. Excludes plan review, excludes M.E. P 's

Good afternoon,

My name is Mack Fleming, Student Pastor at FBC Newnan. On Monday, May 11th we are doing a community night of worship at the student building (warehouse) at FBC Newnan. There will be more than 10 youth groups attending as well as FCA and Young Life and the possibility of a couple hundred students in attendance. I am excited for the potential of this event to bring the community together at the end of the school year to worship Jesus!

The event will be held from 6:30pm - 8:30pm

We would like to request to block off Brown St. just in front of the warehouse for that day. Only 15 parking spots would be blocked off. If we could have the road blocked off the entire day, that would be helpful as we are setting up outside areas and trying to avoid cars getting blocked in that park there for work, etc. However, if the whole day isn't possible, we would like to have it reserved starting at 3:00pm - 9:00PM We have the road blocks in storage that we use for VBS, and past events and are willing to set up and tear down. Let me know if you would like us to use those or the city ones that y'all provide.

Please let me know if you have any questions or need any more information about the event!

Mack Fleming

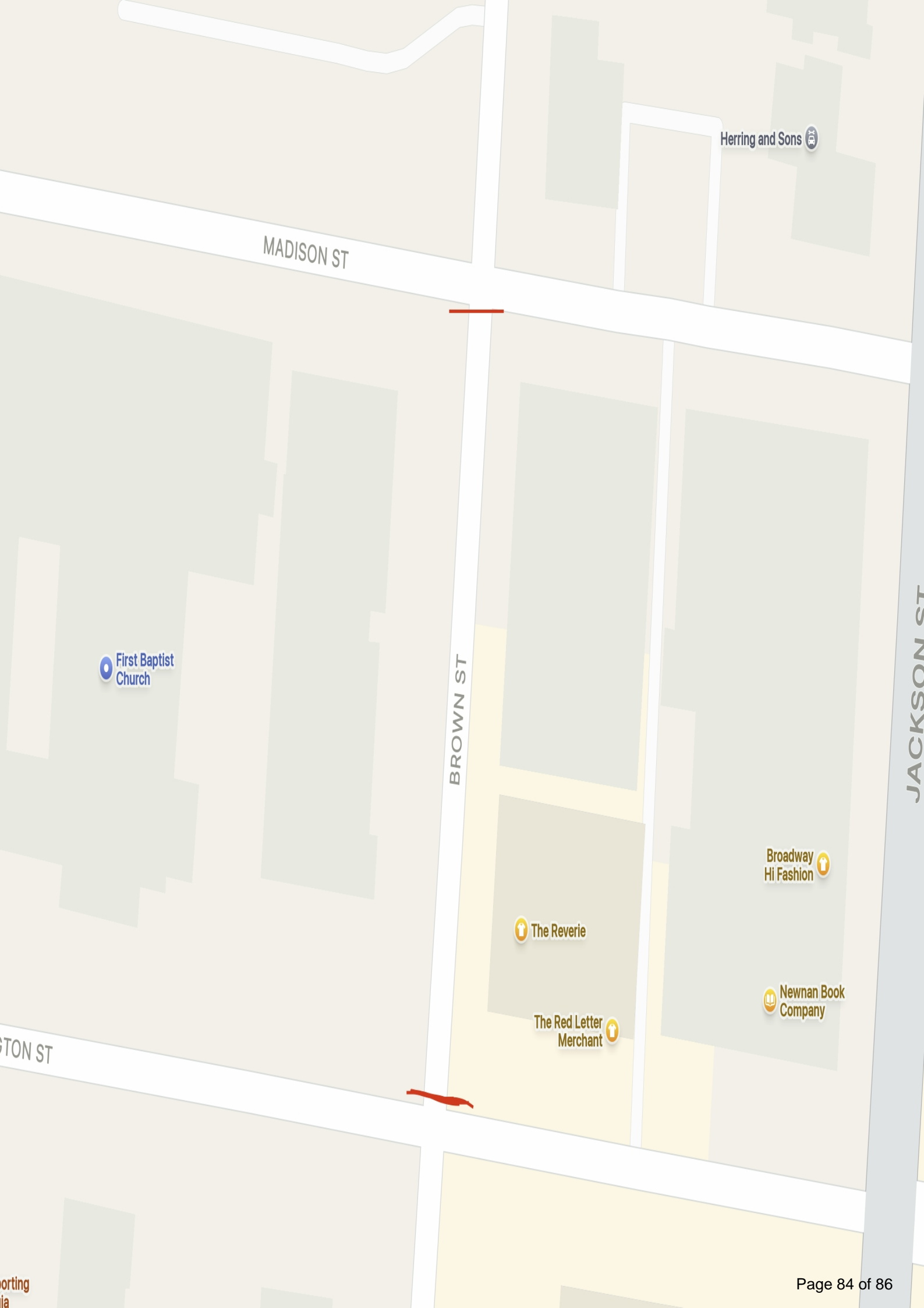
Student Pastor

First Baptist Church Newnan

mfleming@fbcnewnan.org

(706) 490-0802





MADISON ST

Herring and Sons

First Baptist Church

BROWN ST

JACKSON ST

Broadway Hi Fashion

The Reverie

The Red Letter Merchant

Newnan Book Company

STON ST

Dear James and Cleatus,

Pastor Joel and I genuinely appreciated the opportunity to spend time with you both this afternoon. Thank you again for your generosity and the way you gave your attention to the conversation. It meant a great deal to us.

The meeting only reinforced what we already sensed - that we share a deep love for the City of Newnan, and we are grateful for the way you both steward your roles in serving it. FBC Newnan is honored to partner with the City in any way we can be helpful.

We are also thankful for the thoughtful discussion around Porch Fest. We especially appreciated your ideas and insight regarding how the event could best serve the community.

Your suggestion to take the request to the City Council to consider closing Brown Street from Madison to West Washington creates a great opportunity to make that space safer, more accessible, and more enjoyable for families. We are equally grateful for your recommendation to include signage prohibiting alcoholic beverages on that block, which helps reinforce the kind of environment we all want for the event.

We recognize that carrying this forward requires your time and leadership, and we do not take that lightly. We are encouraged by the shared vision of creating something that genuinely benefits the people of Newnan, and we are grateful to be working alongside you in that effort.

If there is any way we can support you as you take this to the Council, please let us know.

Thank you!
David

Motion to Enter into Executive Session

I move that we now enter into closed session as allowed by O.C.G.A. §50-14-4 and pursuant to advice by the City Attorney, for the purpose of discussing

And that we, in open session, adopt a resolution authorizing and directing the Mayor or presiding officer to execute an affidavit in compliance with O.C.G.A. §50-14-4, and that this body ratify the actions of the Council taken in closed session and confirm that the subject matters of the closed session were within exceptions permitted by the open meetings law.

Motion to Adopt Resolution after Adjourning Back into Regular Session

I move that we adopt the resolution authorizing the Mayor to execute the affidavit stating that the subject matter of the closed portion of the council meeting was within the exceptions provided by O.C.G.A. §50-14-4(b).