

CHAPTER 12 IMPLEMENTATION AND SHORT-TERM WORK PROGRAM

STATUS OF PRIOR IMPLEMENTATION EFFORTS

A substantial number of recommendations in the 2006 comprehensive plan have been implemented, as more fully articulated in the separate “report of accomplishments” which is required to be submitted to the Georgia Mountains Regional Commission and Georgia Department of Community Affairs upon submission of the short-term work program update. The primary means of plan implementation, especially with regard to natural resource protection, watershed management, character, and land use, was adoption of a new zoning ordinance and subdivision and land development regulations in 2006. Those regulations have been regularly revised as necessary since their adoption.

Implementation has not ceased with adoption and amendment of those regulations, however. Since the plan was adopted, the city reconstituted its historic preservation commission, conducted a detailed study of historic resources, and revised its historic district ordinance. Flowery Branch also comprehensively amended its redevelopment element of this Community Agenda in 2008 and amended the zoning ordinance to establish a central business zoning district to implement the redevelopment plan for Old Town. In 2010, it completed a study of transportation in the downtown area. Also in 2010, the Flowery Branch City Council sponsored an assessment of impact fee program prospects but elected not to pursue its own development impact fee program, in part because it already collects impact fees on behalf of Hall County per intergovernmental agreement.

The city manager has sought to incorporate capital improvement programming into the city’s annual budgeting process, and significant water and sewer improvement projects have been programmed and completed. Streetscape improvements along Main Street have been completed, and in a unique public-private partnership, the city has a future plan for providing parking spaces in Old Town. Flowery Branch has established a tax allocation district which will provide funding to implement its downtown (Old Town) redevelopment plans and strategies. The city has addressed its longer term facility needs by securing additional office space in the downtown for administrative personnel. It has furthered its vision of completing a new city hall and new police headquarters building by purchasing two tracts of land in the downtown as recommended in the city’s redevelopment plan.

IMPLEMENTATION RESPONSIBILITIES

The Flowery Branch Planning and Community Development Department is the primary administrative agency responsible for implementation of the comprehensive plan. However, other municipal departments have important responsibilities in their respective service areas, and the City Manager must propose and approve funding levels appropriate to carry out the many programs suggested here. Furthermore, the Flowery Branch Mayor and City Council have an obligation to keep the comprehensive plan current in terms of policy.

Flowery Branch does not have a planning commission, but it does have a historic preservation commission responsible for the city’s historic preservation program. The Gainesville-Hall County Metropolitan Planning Organization (MPO) has responsibilities for long-range transportation planning and is assigned the role of programming multi-modal transportation improvements in accordance with federal and state processes and plans.

SHORT-TERM WORK PROGRAM

The short-term work program, which follows in multiple tables, covers the period of 2011 through 2015 (a five-year period). In presenting the short-term work program, the city hereby articulates a number of important qualifiers and caveats. The city has included the projects listed in the work program because they were (a) identified by department heads; (b) called for in the previous work program but deferred; and/or (c) suggested by the city's planning consultant based on a variety of professional planning standards and considerations. Generally, the suggestions in the work program are *discretionary*, and few if any of them are based on critical health and safety concerns.

City leaders believe all of these projects and initiatives are worthy, *if* funding is available. However, this is a time of great uncertainty with regard to municipal revenues for capital projects and new program initiatives. Similarly, some of the work program initiatives may only be feasible if outside funding is obtained, such as a grant. The lingering economic recession significantly limits, and will most likely continue to constrain, the city's spending with regard to funding capital improvements and initiating new projects as suggested in the work program. Therefore, *implementation of the short-term work program is not guaranteed*. Department heads, the general public, and others must keep these points in mind and cannot cite this suggested work program as a financial commitment by the Flowery Branch City Council.

Given the city's current revenue limitations, and uncertainty about its future revenue streams, the projects and activities listed in the short-term work program may be: (a) deferred for one or more years; (b) moved to long-range; (c) reduced in scope if possible; and/or (d) deleted from the work program altogether. The city's administration will evaluate capital improvements and program needs each year during the budgeting process and will use the short-term work program as a guide in recommending priorities to the City Council. If the city decides in the future not to implement one or more projects called for in the work program during the next five years, it will do so in a way that ensures the public health, safety, and general welfare will not be negatively impacted.

Table 12.1
City of Flowery Branch
Short-term Work Program, 2011-2015
General Government

Description	Year(s) To Be Implemented	Estimated Cost (\$)	Responsible Party	Possible Funding Sources
POPULATION AND HOUSING				
Review total population counts and detailed population statistics from 2010 decennial census; amend projections and policies if necessary	2011-2013	Staff Function	City Planner	Operating Budget
Review housing statistics from 2010 decennial census upon release; amend projections and policies if necessary	2011-2013	Staff Function	City Planner	Operating Budget
Continue housing rehabilitation program in collaboration with Home Development Resources, Inc (HDRI)	2011-2015	Staff Function	City Manager	Georgia DCA Community Home Investment Program (CHIP)
Maintain and continue enforcement of housing and property standards code	2011-2015	Staff Function	Code Enforcement Officer	Operating Budget
Monitor housing construction trends and update residential vacant lands inventory	2012-2015	Staff Function	City Planner	Operating Budget
ECONOMIC DEVELOPMENT				
Assess needs of small and home-based businesses in the City	2011-2015	Staff Function	City Planner	Operating Budget
Work with Old Town merchants to identify and conduct promotional activities, and involve the business community in decision-making about matters that affect them	2011-2015	Staff Function	TBD	Operating Budget
Continue to explore ways to expand the city's economic development efforts with regard to Lake Lanier tourism, heritage tourism, Old Town redevelopment, and home of the Atlanta Falcons	2011-2015	\$12,000 (annual contribution to LLCVB)	Lake Lanier Convention Visitors Bureau	Hotel/Motel Tax Fund
Monitor efforts of the Economic Development Council (EDC) and reconsider financial support based on progress made toward reaching objectives	2011-2012	\$15,000 (annual contribution to EDC)	City Council	Operating Budget
Monitor employment trends and update non-residential vacant lands inventory	2012-2015	Staff Function	City Planner	Operating Budget
Contact community program coordinators at colleges, universities and technical institutes to determine how they can assist with the City's economic development and redevelopment efforts	2011-2015	Staff Function	City Manager	Operating Budget
Initiate a "Concerts in Old Town" program at Flowery Branch Depot Park/Main St.	Ongoing 2011-2015	\$4,200 city contribution	Public/Private Partnership	Operating Budget
COMMUNITY FACILITIES – POLICE				
Patrol vehicles for police department (replace and/or purchase additional)	2014-2015	TBD	Police Chief	SPLOST VI
FACILITIES – WATER/SEWER				
Construct sewer line from Cinnamon Cove treatment plant to Wastewater Treatment Plant (WWTP)	2011-2012	\$1,750,000	City Engineer; City Manager; Water and Sewer Director	Sewer Capital Budget; GEFA Loan; SPLOST VI

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Description	Year(s) To Be Implemented	Estimated Cost (\$)	Responsible Party	Possible Funding Sources
Expand Wastewater Treatment Plant (WWTP) to 2.05 mgd	Long Range	\$12,000,000	City Engineer; Water and Sewer Director	Sewer Capital Budget; GEFA loan; SPLOST
Acquire new well site	2012-2013	TBD	City Manager; City Engineer	Capital Budget
Complete water and sewer line maintenance and improvement projects	2011-2015	Annual outlay TBD	Water and Sewer Director	Capital Budget
Extend water reuse lines	2011-2015	Annual outlay TBD	Water and Sewer Director	Capital Budget
Stormwater study for Old Town	2013-2014	\$40,000	City Engineer; City Planner; City Manager	Operating Budget or stormwater utility fee
Install stormwater improvements Phase 1 Old Town	2014-2015	\$210,000	Public/Private Partnership	Developer of Old Town Redevelopment Project
Water supply and water conservation planning	See Table 12.2			
Wastewater planning	See Table 12.3			
Watershed planning	See Table 12.4			
FACILITIES – STREETS				
Continue to participate in Metropolitan Planning Organization (MPO) efforts	2011-2015	Staff Function	City Planner; City Manager	Operating Budget
Complete pavement resurfacing projects per pavement management system	2011-2015	TBD	Public Works Department	Operating Budget; SPLOST VI
Complete major road improvements per MPO long-range improvement plan	Ongoing and Long Range	See MPO Plan	See MPO Plan	See MPO Plan
Complete bicycle and pedestrian improvements per MPO bicycle and pedestrian long-range plan	Ongoing and Long Range	See MPO Plan	See MPO Plan	See MPO Plan
Extend Lights Ferry Road to connect to Snelling Avenue	2011-2015	\$982,500	Public Works Department	Capital Budget
New connector road connecting Lights Ferry Road to Gainesville Street	By 2015	\$705,000	Public Works Department	TBD
New connector road connecting McEver Road to Gainesville Street	By 2015	\$1,750,000	Public/Private Partnership	Developer of Conner Property Project
Pine Street Extension	Concurrent with private development	\$495,000	Public/Private Partnership	Developer of Old Town Redevelopment Project
Debbie Lane, Knight Drive, Mitchell Street signage improvements	2011-2012	\$2,000	Public Works Department	Operating Budget
Jones Rd. widen to 2 lanes from Mitchell St. to Lorimar Ct (long-range improvement)	Long Range	\$320,000	Public Works Department	TBD
Mitchell Street improvement	Long Range	\$1,820,000	Public Works Department	TBD
Gainesville St./ Chattahoochee St. vertical realignment	By 2015	\$276,000	Public Works Department	TBD
McEver Road/Gainesville Street/Jim Crow Road signalization, horizontal realignment and related improvements	By 2012	\$550,000; \$40,000 City portion	Hall County	Hall County; City portion from Operating Budget

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Description	Year(s) To Be Implemented	Estimated Cost (\$)	Responsible Party	Possible Funding Sources
McEver Road/Lights Ferry Road vertical and horizontal realignment and related improvements	By 2015	\$500,000 \$40,000 City portion	Hall County	Hall County; City portion from Operating Budget
McEver Road/Gaines Ferry Road vertical and horizontal realignment and related improvements	By 2015	\$500,000 \$40,000 City portion	Hall County	Hall County; City portion from Operating Budget
Multi-use trail construction	Long Range	\$1,485,000	Public Works Department	TBD
Maintain traffic signals and street lighting	2011-2015	Staff Function	Public Works Department	Operating Budget
Downtown streetscape improvements Phase 2 (Main Street to Snelling Ave; portion of Church St)	2011-2012	\$250,000 plus city match	City Planner; Public Works Department	Ga. DOT Transportation Enhancement Grant
FACILITIES – BULDINGS/ GROUNDS				
Complete energy efficiency improvements to WWTP and municipal buildings	2011-2012	\$204,630 plus city match	City Planner	GEFA (Energy Efficiency Conservation Block Grant)
Prepare interim use plan and master plan for municipal properties acquired in 2010 (Old Town)	2011-2012	\$20,000	City Manager; City Planner	TAD Fund; Operating Budget
Site clearing and site development for municipal properties in Old Town	2013-2014	TBD	Public Works Department	TAD Fund; Operating Budget
Prepare preliminary architectural and engineering plans for new city hall and police headquarters buildings	2012-2013	\$200,000	City Manager	TBD
Phase 1 construction of new city hall and police headquarters	2015	\$5,000,000	City Council; City Manager	TBD
NATURAL AND HISTORIC RESOURCES				
Gateway improvements (determine specifics per special area plans)	2012 to Long Range	TBD	City Planner	TBD
Expand the existing National Register district	Long Range	\$10,000	Historic Preservation Commission; Consultant	TBD
Create a citywide local landmark program	Long Range	TBD	Historic Preservation Commission; Consultant	TBD

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Description	Year(s) To Be Implemented	Estimated Cost (\$)	Responsible Party	Possible Funding Sources
PLANNING AND DEVELOPMENT				
Amend the comprehensive plan as appropriate at any time the city annexes an accumulated area of 100 acres or more	(As applicable)	\$1,500 to \$5,000 per amendment	City Planner	Operating Budget
Prepare comprehensive plan update	2015	\$40,000	City Planner/ Consultant	Operating Budget
Prepare Specific Plan for special planning area 3	2012-2013	\$20,000	City Planner/ Consultant	Operating Budget
Prepare Specific Plan for special planning area 2	2014-2015	\$25,000	City Planner/ Consultant	Operating Budget
Prepare Specific Plan for special planning area 1	Long Range	\$30,000	City Planner/ Consultant	Operating Budget
INTERGOVERNMENTAL COORDINATION				
Participate in update of Hall County Service Delivery Strategy	2012	Staff Function	City Manager; City Council	Operating Budget
Participate in countywide emergency management planning	2011-2015	Staff Function	City Manager; City Council	Operating Budget
Participate in comprehensive solid waste management planning with Hall County	Per recertification deadline	Staff Function	City Manager; City Council	Operating Budget
Periodically review and revise intergovernmental agreements as necessary	2011-2015; ongoing	Staff Function	City Manager; City Council	Operating Budget

Table 12.2
City of Flowery Branch
Short-term Work Program, 2011-2015
Watershed and Stormwater Management

Description	Year(s) To Be Completed	Status	Estimated Cost (\$)	Responsible Party	Possible Funding Sources
Metro N. Ga. Water District-wide Watershed Management Plan Local Action Items					
Adopt the Model Ordinance for Post-Development Stormwater Management for New Development and Redevelopment, or an equivalent ordinance at least as effective	Complete 2006	Adopted and implemented; enforcement ongoing	Included in rewrite of land development regulations	City Planner; City Council	Operating Budget
Adopt either the Georgia Stormwater Management Manual or a local design manual that addresses the performance criteria included in the model ordinance	Complete 2006	Adopted and implemented; enforcement ongoing	Included in rewrite of land development regulations	City Planner; City Council	Operating Budget
Make revisions to local plan review processes and procedures to incorporate the model ordinance and stormwater management plan requirements including Georgia Stormwater Management Manual	Complete 2006	Adopted and implemented; enforcement ongoing	Included in rewrite of land development regulations	City Planner	Operating Budget
Stormwater management facilities are to be inspected during construction (prior to as-built certification) by local staff, or be certified by a qualified professional.	Ongoing 2011-2015	Ongoing	Staff Function	City Engineer; Building Inspector	Operating Budget
Develop a system for ensuring long-term inspections and maintenance of structural stormwater controls by the appropriate party to ensure they are operating as designed	Ongoing 2011-2015	Ongoing	Staff Function	City Engineer; Building Inspector	Operating Budget
Adopt the Model Floodplain Management / Flood Damage Prevention Ordinance, or an equivalent ordinance at least as effective	Complete 2006	Adopted and implemented; enforcement ongoing	Included in rewrite of land development regulations	City Planner; City Council	Operating Budget
Make revisions to local plan review processes and procedures to incorporate the model ordinance and floodplain requirements	Complete 2006	Adopted and implemented; enforcement ongoing	Included in rewrite of land development regulations	City Planner	Operating Budget
Outline a local approach and schedule for future-conditions floodplain modeling and mapping	Ongoing 2011-2015	Ongoing	Staff Function	City Engineer	Operating Budget

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Metro N. Ga. Water District-wide Watershed Management Plan Local Action Items (continued)					
Description	Year(s) To Be Completed	Status	Estimated Cost (\$)	Responsible Party	Possible Funding Sources
Complete mapping of future-conditions floodplains by 2013	Complete 2009	Complete			
Revise local checklists and regulate to future-conditions maps as available	Complete 2009	Complete			
Remodel and remap future-conditions floodplain maps if there is a significant change to the future land use projections within a watershed that would significantly impact the future-conditions flood elevations	Long range	Future as needed		City Engineering Consultant	Operating Budget
Adopt the Model Illicit Discharge and Illegal Connection Ordinance, or an equivalent ordinance at least as effective	Complete 2006	Adopted and implemented; enforcement ongoing	Included in rewrite of land development regulations	City Planner; City Council	Operating Budget
Establish inspections, violation documentation, and enforcement process for Illicit Discharge and Illegal Connection ordinance	Ongoing 2011-2015	Ongoing	Staff Function	Code Enforcement Officer	Operating Budget
Adopt the Model Litter Control Ordinance, or an equivalent ordinance at least as effective	Complete 2006	Adopted and implemented; enforcement ongoing	Included in rewrite of land development regulations	City Planner; City Council	Operating Budget
Establish inspections, violation documentation, and enforcement process for litter control ordinance.	Ongoing 2011-2015	Ongoing	Staff Function	Code Enforcement Officer	Operating Budget
Review current local planning policies and comprehensive plan to identify areas for coordination	2010	Part of update of Community Agenda	Included in cost for plan update	City Planner; City Planning Consultant	Operating Budget: (included in cost for plan update)
Coordinate, at least once annually, staff responsible for stormwater and watershed management and local planning staff on land use planning and policy issues related to watershed management and protection	Complete; Ongoing 2011-2015	Ongoing; implemented as required by city's NPDES permit	Staff Function	City Planner	Operating Budget
Coordinate between watershed and planning staff throughout the local comprehensive plan update	Complete 2010	Complete 2010	Included in cost for plan update	City Planner; City Planning Consultant	Operating Budget: Included in cost for plan update
Coordinate, at least once annually, between local staff, wastewater service providers, and county Board of Health staff on wastewater issues that may impact watershed health	Ongoing 2011-2015	Ongoing	Staff Function	Water and Sewer Director; Hall County Health Department	Operating Budget

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Metro N. Ga. Water District-wide Watershed Management Plan Local Action Items (continued)					
Description	Year(s) To Be Completed	Status	Estimated Cost (\$)	Responsible Party	Possible Funding Sources
Select and implement one of the toolbox options for addressing growth management for the protection of water resources through encouraging the protection of open space, greenspace and the use of green infrastructure	Complete 2006	Adopted and implemented; enforcement ongoing	Included in rewrite of land development regulations	City Planner; City Council	Operating Budget
Update and revise the development plan review process checklist as needed to address new or updated regulatory requirements (applicable to all items)	2011-2015	Ongoing	Staff Function	City Planner; City Engineer	Operating Budget
Review erosion, sediment and pollution control) plans in compliance with Georgia law	2011-2015	Ongoing	Staff Function	City Engineer	Operating Budget
Ensure local government projects comply with Erosion and Sediment Control Act best practices	2011-2015	Ongoing	Staff Function	Code Enforcement Officer	Operating Budget
Create a schedule for mapping stormwater infrastructure if mapping is not completed	Complete 2008	Ongoing; (ditches and pipes still to be mapped)	Staff Function	City Planner; Code Enforcement Officer	Operating Budget
Map existing public stormwater system (at minimum outfall locations)	Complete 2008	(see above)			
As new construction occurs add relevant information to the map; if existing outfalls/ intakes are modified add relevant information to map	2011-2015	Ongoing	Staff Function	City Planner; Code Enforcement Officer	Operating Budget
Develop a local extent of service policy which identifies the publicly maintained and privately-maintained portions of the stormwater system, as well as a level of service policy which details the types of services a community will provide to different parts of the stormwater system or by the specific condition of the system	Complete; 2008	Ongoing	Staff Function	City Planner; Code Enforcement Officer	Operating Budget
Identify capital improvements to stormwater facilities based on the infrastructure inventory, level of service goals, inspections, and known problems/issues	2011-2015	Ongoing	Staff Function	City Planner; Code Enforcement Officer	Operating Budget

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Metro N. Ga. Water District-wide Watershed Management Plan Local Action Items (continued)					
Description	Year(s) To Be Completed	Status	Estimated Cost (\$)	Responsible Party	Possible Funding Sources
Create method to rank stormwater capital project improvements needed in order of necessity and urgency based on cost and benefits, and apply method in preparing capital improvement plan	2011-2015	Ongoing	Staff Function	City Manager; City Planner; City Engineer	Operating Budget
Based on stormwater inspections and customer service requests, update the stormwater capital improvement program as needed	2011-2015	Ongoing	Staff Function	City Manager; City Planner; City Engineer	Operating Budget
Identify facilities owned by, and operations and activities undertaken by the city which have a potential to contribute to stormwater pollution and water quality degradation	Ongoing 2011-2015	Ongoing	Staff Function	City Manager; City Planner; City Engineer	Operating Budget
For the identified local facilities' operations and activities, prepare appropriate procedures which can reduce the potential for pollutants to enter the stormwater system	Ongoing 2011-2015	Ongoing; business inspections and outreach as required by city's NPDES permit	Staff Function	City Manager; City Planner; City Engineer	Operating Budget
Provide education and training to local employees on general and job-specific pollution prevention and good housekeeping procedures and practices as needed.	Ongoing 2011-2015	Ongoing; business inspections and outreach as required by city's NPDES permit	Staff Function	City Planner; Code Enforcement Officer	Operating Budget
Long-term ambient trend monitoring: compare the number of existing long-term trend monitoring stations within the county to the required number; Determine the location of additional stations as needed	Ongoing 2011-2015	Ongoing; monitoring as required by city's Watershed Protection Plan	\$35,000 annually for Watershed Protection Plan	City Engineer; City Planner; Water and Sewer Director	Operating Budget
Long-term ambient trend monitoring: Collect and analyze data according to the local Watershed Protection Plan approved by Georgia EPD or the Metro Water District protocols	Ongoing 2011-2015	Ongoing; monitoring as required by city's Watershed Protection Plan	see above cost for Watershed Protection Plan	City Engineer; City Planner; Water and Sewer Director	Operating Budget

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Metro N. Ga. Water District-wide Watershed Management Plan Local Action Items (continued)					
Description	Year(s) To Be Completed	Status	Estimated Cost (\$)	Responsible Party	Possible Funding Sources
Submit water quality data annually to the Metro Water District using the Georgia EPD Watershed Assessment Data Reporting template	Ongoing 2011-2015	Ongoing; annual report submitted as part of city's Watershed Protection Plan	see above cost for Watershed Protection Plan	City Engineer; City Planner; Water and Sewer Director	Operating Budget
Collect and analyze habitat and benthic macroinvertebrate data according to the local Watershed Protection Plan approved by Georgia EPD or the Metro Water District protocols	Ongoing 2011-2015	Ongoing; monitoring and data collection as required by city's Watershed Protection Plan	see above cost for Watershed Protection Plan	City Engineer; City Planner; Water and Sewer Director	Operating Budget
Local education and public awareness program: Perform activities to educate the public either individually, or in combination with other agencies/partners	Ongoing 2011-2015	Ongoing; as required by the city's NPDES permit	Staff Function	City Planner; Code Enforcement Officer	Operating Budget
Local education and public awareness program: Perform activities to engage the public either individually, or in combination with other agencies/partners	2011-2015 Ongoing	Ongoing; as required by the city's NPDES permit	\$2,000	Elachee Nature Center; City Planner	Operating Budget
Identify water supply watersheds within the jurisdiction as well as priority issues and areas for watershed protection actions	2005	Complete	Included in 2005 contract for comprehensive plan	City Planner; City Planning Consultant	Operating Budget
Adopt the Part V Environmental Planning Criteria including adoption of drinking water supply watershed buffers in local ordinances	2006	Complete	Included in contract for zoning ordinance	City Council, City Planner; City Planning Consultant	Operating Budget
Coordinate at least annually with water supply providers to discuss local issues and priorities for water supply watershed protection as well as other challenges	2011-2015	Ongoing	Staff Function	Water and Sewer Director; Gainesville Water Dept.	Operating Budget
Determine impaired waters from 303(d) list and review existing Total Maximum Daily Loads and TMDL implementation plans	2011-2015	Ongoing	Staff Function	City Planner; Water and Sewer Director	Operating Budget
Develop a monitoring plan for 303(d) listed waters as required under existing permits and current TMDL implementation plans	2011-2015	Ongoing	Staff Function	City Planner; Water and Sewer Director	Operating Budget
Participate in the TMDL implementation plan preparation and revision process	2011-2015	Ongoing	Staff Function	Water and Sewer Director, City Engineer	Operating Budget

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Metro N. Ga. Water District-wide Watershed Management Plan Local Action Items (continued)					
Description	Year(s) To Be Completed	Status	Estimated Cost (\$)	Responsible Party	Possible Funding Sources
Review available lists of endangered species for the local jurisdiction	2011-2015	Ongoing	Staff Function	City Planner; City Engineer	Operating Budget
Consider additional watershed protection measures or development standards as appropriate within the community to protect endangered species	2011-2015	Ongoing	Staff Function	City Planner; City Planning Consultant; City Engineer	Operating Budget
Watershed improvement projects: Based on local criteria and impaired streams identify substantially impacted watersheds	2011-2015	Ongoing	Staff Function	City Planner; City Planning Consultant; City Engineer	Operating Budget
Prioritize watersheds or retrofit and restoration alternatives	2011-2015	Ongoing	Staff Function	City Planner; City Planning Consultant; City Engineer	Operating Budget
Develop a local schedule that provides for public review of watersheds or retrofit and restoration alternatives by 2009	2011-2015	Ongoing	Staff Function	City Planner; City Planning Consultant; City Engineer	Operating Budget
Design and prepare watershed improvement projects	2011-2015	As needed	Staff Function	City Planner; City Planning Consultant; City Engineer	Operating Budget
Incorporate watershed improvement projects into the local capital improvement program list and construct projects as funding is available. The infrastructure inventory may need to be updated	2011-2015	Ongoing	Staff Function	City Planner; City Planning Consultant; City Engineer	Operating Budget
Reevaluate watershed improvement program to see if the project met the stated goals or if additional restoration is required	2011-2015	Ongoing	Staff Function	City Planner; City Planning Consultant; City Engineer	Operating Budget

Source: Metropolitan North Georgia Water Planning District and Georgia Department of Natural Resources Environmental Protection Division.

Table 12.3
City of Flowery Branch
Short-term Work Program, 2011-2015
Water Supply and Water Conservation

Description	Year(s) To Be Completed	Status	Estimated Cost (\$)	Responsible Party	Possible Funding Sources
Metro N. Ga. Water District-wide Water Supply and Water Conservation Management Plan Local Action Items					
Conservation pricing, Commercial rates: Perform a rate analysis to develop a minimum 3-tiered water conservation pricing schedule	Complete 2010	Ongoing	Staff Function	Water and Sewer Director; City Manager	Water Operating Budget
Conservation pricing, Irrigation meter pricing: Determine appropriate commercial rates for the service area	2011-2015	Implementation under consideration	TBD	Water and Sewer Director	Water Operating Budget
Conservation pricing, Billing system functionality: If irrigation meters are allowed, develop an irrigation meter pricing schedule that recognizes the impact on peak demand from irrigation	2011-2015	Implementation under consideration	TBD	Water and Sewer Director	Water Operating Budget
Conservation pricing: As local water providers replace existing billing systems, they will assess the functionality of new software to facilitate conservation	Complete 2010	Ongoing	Staff Function	Utility Clerk; City Clerk; Water and Sewer Director	Water Operating Budget
Conservation pricing: Review and update pricing: Periodically review and adjust conservation pricing to respond to changes in demand and ensure sufficient operation and maintenance funds are available. At least every 5 years, review rates specifically for effectiveness of conservation pricing	2011-2015	Ongoing	Staff Function	City Council; City Manager; Water and Sewer Director	Water Operating Budget
Plumbing fixture replacement: Participate in the regional program or implement a local rebate or other incentive program for the replacement of pre-1993 toilets	2011-2015	Implementation under consideration	TBD	Water and Sewer Director	TBD
Plumbing fixture replacement: As HET technology matures, encourage the replacement of older toilets to HET toilets	2011-2015	Implementation under consideration	TBD	Water and Sewer Director	TBD

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Metro N. Ga. Water District-wide Water Supply and Water Conservation Management Plan Local Action Items (continued)					
Description	Year(s) To Be Completed	Status	Estimated Cost (\$)	Responsible Party	Possible Funding Sources
Pre-rinse spray valve retrofit education program: Using the Metro Water District brochure or other media, develop a program targeting food service operators	Complete	Ongoing; as required by city's Watershed Protection Plan	Staff Function	Water and Sewer Director	Water Operating Budget
Rain sensor shutoff switches on new irrigation systems: Require all new irrigation systems to include rain sensor shutoff switches	2011	To be included in proposed Water Conservation Ordinance	Staff Function	Water and Sewer Director	Water Operating Budget
Rain sensor shutoff switches on new irrigation systems: Update checklists to inspect irrigation systems for shutoff switches	2011	Following adoption of proposed Water Conservation Ordinance	Staff Function	Water and Sewer Director	Water Operating Budget
Sub-meters in new multi-family buildings: Adopt a local ordinance or require sub-meters as a condition of purchasing a master meter for multi-family properties	2011	To be included in proposed Water Conservation Ordinance	Staff Function	Water and Sewer Director	Water Operating Budget
Assess and reduce water system leakage: Use the IWA/AWWA methodology annually to calculate the system water loss and causes of greatest water loss	2011-2015	Ongoing	Staff Function	Water and Sewer Director; City Engineering Consultant	Water Operating Budget
Assess and reduce water system leakage: Based on the water loss assessment and local knowledge, develop steps for reducing apparent and real losses as used in the AWWA Water Audits. These steps should be based on local conditions, such as the age and condition of the system and past efforts at reducing water losses	2011-2015	Ongoing	Staff Function	Water and Sewer Director; City Engineering Consultant	Water Operating Budget
Assess and reduce water system leakage: set a goal for real water losses that will be achieved and/or maintained over the next five years	2011-2015	Ongoing	Staff Function	Water and Sewer Director; City Engineering Consultant	Water Operating Budget
Conduct residential water audits: Utilize the "Do It Yourself Household Water Assessment" or other materials to educate customers on their water use through a self-water audit	2011-2015	Implementation under consideration	TBD	Water and Sewer Director	TBD

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Metro N. Ga. Water District-wide Water Supply and Water Conservation Management Plan Local Action Items (continued)					
Description	Year(s) To Be Completed	Status	Estimated Cost (\$)	Responsible Party	Possible Funding Sources
Conduct residential water audits: Distribute the "Do It Yourself Household Water Assessment" or other materials to target audience	Complete	Ongoing. Materials are made available to the public at 3 locations	Staff Function	Water and Sewer Director	Water Operating Budget
Distribute low-flow retrofit kits to residential users: Identify and purchase low flow retrofit kits appropriate for the local water service area	Complete	Ongoing	\$500	Water and Sewer Director	Water Operating Budget
Distribute low-flow retrofit kits to residential users: Target the distribution of retrofit kits to customers in pre-1993 properties	2011-2015	Implementation under consideration	TBD	Water and Sewer Director	TBD
Conduct commercial water audits: Train personnel to conduct commercial water audits using the P2AD water audit spreadsheet or other method of assessing water conservation potential	2011-2015	Implementation under consideration	TBD	Water and Sewer Director	TBD
Conduct commercial water audits: Contact highest commercial water users or otherwise advertise the audit program	2011-2015	Implementation under consideration	TBD	Water and Sewer Director	TBD
Conduct commercial water audits: Perform water audits with interested commercial partners based on the local program	2011-2015	Implementation under consideration	TBD	Water and Sewer Director	TBD
Conduct commercial water audits: Provide recommendations of cost-beneficial water conservation measures based on the site audit	2011-2015	Implementation under consideration	TBD	Water and Sewer Director	TBD
Education and public awareness plan: In conjunction with the regional educational efforts, implement a local education program	2011-2015	Implementation under consideration	TBD	Water and Sewer Director	TBD
Education and public awareness plan: Perform activities to educate the public either individually, or in combination with other agencies/partners	2011-2015	Implementation under consideration	TBD	Water and Sewer Director	TBD

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Metro N. Ga. Water District-wide Water Supply and Water Conservation Management Plan Local Action Items (continued)					
Description	Year(s) To Be Completed	Status	Estimated Cost (\$)	Responsible Party	Possible Funding Sources
Install HET toilets in government buildings: Develop a list of all public administration buildings, local water provider administration buildings, public libraries, and court buildings with the approximate number of fixtures to retrofit	By 2014	To be included in fiscal year 2012-13 Budget	\$2,000	Public Works Director; City Manager	Operating Budget
Install HET toilets in government buildings: Determine the schedule and funding mechanism for retrofitting the less efficient fixtures	By 2014	To be included in fiscal year 2012-13 Budget	See above	Public Works Director; City Manager	Operating Budget
Install HET toilets in government buildings: Replace all toilets greater than 3.5 gpf with HET toilets and all urinals greater than 1.0 gpf	By 2014	To be included in fiscal year 2012-13 Budget	See above	Public Works Director; City Manager	Operating Budget
New car wash water recycling: Require all new drive-through car washes to recycle water	2011	Following adoption of proposed Water Conservation Ordinance	Staff Function	Water and Sewer Director	Water Operating Budget
New car wash water recycling: Update plan review procedures, as needed, to ensure new drive-through car washes recycle water	2011	Following adoption of proposed Water Conservation Ordinance	Staff Function	Water and Sewer Director	Water Operating Budget
Return reclaimed water to Lake Lanier for future indirect potable water reuse: The city should maximize the return of reclaimed water to Lake Lanier	2011-2015	Ongoing. The city currently returns 400,000 gpd of reclaimed water to Lake Lanier	Staff Function	City Engineer; Water and Sewer Director	Sewer Operating Budget
New water treatment plants and expansion of existing water treatment plants: complete site-specific actions (see appendix B, Hall County, of district-wide water plan)	Long Range	TBD	TBD	City Council; City Manager; Water and Sewer Director	TBD
Local emergency water plans: Develop, adopt and use a written plan that defines specific steps required to accept or share water in an emergency	2011-2015	Ongoing	TBD	City Council (intergovernmental agreement)	TBD
Local emergency water plans: Share existing regional water supplies where practicable	2011-2015	Ongoing	TBD	City Council (intergovernmental agreement)	TBD

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Metro N. Ga. Water District-wide Water Supply and Water Conservation Management Plan Local Action Items (continued)					
Description	Year(s) To Be Completed	Status	Estimated Cost (\$)	Responsible Party	Possible Funding Sources
Local emergency water plans: Ensure interconnections provide needed reliability, efficiency and emergency water supplies	2011-2015	Ongoing	TBD	City Council (intergovernmental agreement)	TBD
Local emergency water plans: Update the plan as needed to remain viable during an emergency and remain consistent with the district-wide water plan	2011-2015	Ongoing	TBD	City Council (intergovernmental agreement)	TBD
Source water supply watershed protection: Identify water supply watersheds within the jurisdiction as well as priority issues and areas for watershed protection actions.	2005	Complete	Included in contract for comprehensive plan	City Planner; City Planning Consultant	Operating Budget
Source water supply watershed protection: Adopt the Environmental Planning Criteria including adoption of drinking water supply watershed buffers in local ordinances	2006	Complete	Included in contract for zoning ordinance and land development regulations	City Planner; City Planning Consultant	Operating Budget
Source water supply watershed protection: Water supply providers must coordinate at least annually with local governments to discuss local issues and priorities for water supply watershed protection as well as other challenges	Ongoing 2011-2015	Ongoing		Water and Sewer Director; City Planner	Water Operating Budget
Water system asset management: Develop a map of the distribution system and assets, either on paper or in a Geographic Information System (GIS) platform	Complete 2005 (update and integrate in GIS system)	Ongoing	TBD	Water and Sewer Director; City Planner	Water Operating Budget
Water system asset management: Develop a written asset management program to inspect, maintain, and rehabilitate the local water system	2011-2015	Implementation under consideration	TBD	Water and Sewer Director	TBD
Water system asset management: Coordinate the asset management program with the leak detection program	2011-2015	Implementation under consideration	TBD	Water and Sewer Director	TBD

Source: Metropolitan North Georgia Water Planning District and Georgia Department of Natural Resources Environmental Protection Division.

**Table 12.4
 City of Flowery Branch
 Short-term Work Program, 2011-2015
 Wastewater Management Plan Local Action Items**

Description	Year(s) To Be Completed	Status	Estimated Cost (\$)	Responsible Party	Possible Funding Sources
Metro N. Ga. Water District-wide Wastewater Management Plan Local Action Items					
Construct new and/or expand (or retire) existing wastewater treatment plants: complete site-specific actions (see appendix B, Hall County, of district-wide wastewater plan)	Long range	Future as needed	\$12,000,000	City Council; City Engineering Consultant	Sewer Capital Budget; GEFA Loan; SPLOST
Upgrade wastewater treatment plant to protect water quality as described in local wastewater master plan	Complete	Ongoing. City treats water to a higher standard than required by GaEPD	Annual operating budget	City Engineer; Water and Sewer Director	Sewer Operating Budget
Enhance reliability of existing wastewater treatment plant and pumping stations: include appropriate measures in local wastewater master plan to ensure that treatment and pumping facilities have a firm capacity, and a dedicated emergency or secondary power supply	Complete	Each pumping station has a dedicated emergency backup generator	Annual operating budget	Water and Sewer Director; Public Works Director	Sewer Operating Budget
Reclaim water for Lake Lanier (see specific actions for Hall County in Appendix B of district-wide wastewater plan)	Complete	Ongoing. The City returns 400,000 gpd of treated water to Lake Lanier	Annual operating budget	City Engineer; Water and Sewer Director	Sewer Operating Budget
Sewer system inventory and mapping: Outline a plan, schedule, and budget for sewer system mapping	Complete 2005 (update and integrate in GIS system)	Ongoing	\$ 5,000 annually	City Engineer; Water and Sewer Director	Sewer Operating Budget
Sewer system inventory and mapping: Complete sewer system inventory and mapping for critical sanitary sewer components	Complete 2005 (update and integrate in GIS system)	Ongoing	See above	City Engineer; Water and Sewer Director	Sewer Operating Budget
Sewer system inventory and mapping: Create a sewer system map based on the database. This map may be a paper map or created using GIS from the sewer system database	Complete 2005 (update and integrate in GIS system)	Ongoing	See above	City Engineer; Water and Sewer Director	Sewer Operating Budget
Sewer system inventory and mapping: Update sewer system maps periodically to include sewer system extensions and rehabilitation projects	Complete 2005 (update and integrate in GIS system)	Ongoing	See above	City Engineer; Water and Sewer Director	Sewer Operating Budget

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Metro N. Ga. Water District-wide Wastewater Management Plan Local Action Items (continued)					
Description	Year(s) To Be Completed	Status	Estimated Cost (\$)	Responsible Party	Possible Funding Sources
Sewer system asset management: Determine whether a CMMS or asset management program will be used and purchase any necessary software	Complete	Ongoing. Staff uses existing computer software for asset management	Staff Function	City Engineer; Water and Sewer Director	Sewer Operating Budget
Sewer system asset management: Maintain information on inspections, maintenance, and rehabilitation in the CMMS or asset management program	Complete	Ongoing. Staff uses existing computer software for asset management	Staff Function	City Engineer; Water and Sewer Director	Sewer Operating Budget
Sewer system inspection program: Develop an inspection schedule, inspection types to be performed, and necessary procedures for system inspections	2011-2015	Ongoing	Staff Function	Water and Sewer Director	Sewer Operating Budget
Sewer system inspection program: Perform inspections, tracking information using the CMMS or asset management program	Complete	Ongoing. Staff uses existing computer software for asset management	Staff Function	City Engineer; Water and Sewer Director	Sewer Operating Budget
Sewer system rehabilitation program: Develop a priority list of rehabilitation projects	2011-2015	Ongoing	TBD	Water and Sewer Director	Sewer Operating Budget
Sewer system rehabilitation program: Based on available budget and staff, project the timeframe for the most critical rehabilitation projects	2011-2015	Ongoing	TBD	Water and Sewer Director	Sewer Operating Budget
Sewer system rehabilitation program: Rehabilitate infrastructure based on schedule and budget for critical infrastructure	2011-2015	Ongoing	TBD	Water and Sewer Director	Sewer Operating Budget
Sewer system rehabilitation program: Consider rehabilitation needs as part of the annual budget process	2011-2015	Ongoing	TBD	Water and Sewer Director	Sewer Operating Budget
Sewer system rehabilitation program: Document the rehabilitation performed in the asset management program or CMMS program	Complete	Ongoing. Staff uses existing computer software for asset management	Staff Function	City Engineer; Water and Sewer Director	Sewer Operating Budget
Capacity certification program: Maintain flow and rainfall monitoring to support the hydraulic modeling and capacity certification program	Complete	Ongoing	Staff Function	City Engineer; Water and Sewer Director	Sewer Operating Budget

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Metro N. Ga. Water District-wide Wastewater Management Plan Local Action Items (continued)					
Description	Year(s) To Be Completed	Status	Estimated Cost (\$)	Responsible Party	Possible Funding Sources
Capacity certification program: Maintain a modeling software or manual calculation approach to determine available capacity	2011-2015	Ongoing	TBD	Water and Sewer Director	Sewer Operating Budget
Capacity certification program: Using manual calculations or hydraulic modeling, determine the system capacity	2011-2015	Ongoing	TBD	Water and Sewer Director	Sewer Operating Budget
Capacity certification program: Maintain a written procedure for certifying available capacity for proposed developments and sewer system extensions	2011-2015	Ongoing	TBD	Water and Sewer Director	Sewer Operating Budget
Capacity certification program: Certify that capacity is available or will be available	2011-2015	Ongoing	TBD	Water and Sewer Director	Sewer Operating Budget
Grease management program: Establish grease trap requirements for industrial and commercial facilities. Implement a grease truck inspection program or delegate the inspection responsibilities to another entity	Complete 2009	Adopted and implemented; enforcement ongoing	Included in adoption of city's FOG Ordinance	Water and Sewer Director	Sewer Operating Budget
Grease management program: Implement education targeted at generators of fats, oils and grease	Complete 2009	Adopted and implemented; enforcement ongoing	Included in adoption of city's FOG Ordinance	Water and Sewer Director	Sewer Operating Budget
Sewer system overflow emergency response program: Ensure local response program complies with Federal and State requirements	Ongoing 2011-2015	Ongoing (part of the city's Watershed Protection Plan)	Staff Function	Water and Sewer Director	Sewer Operating Budget
Sewer system overflow emergency response program: Develop and add standard operating procedures as needed to ensure proper response to overflows	Ongoing 2011-2015	Ongoing (part of the city's Watershed Protection Plan)	Staff Function	Water and Sewer Director	Sewer Operating Budget
Sewer system inspection and maintenance training: Review existing staff certifications to ensure they meet State requirements	Ongoing 2011-2015	Ongoing (part of the city's Watershed Protection Plan)	Staff Function	Water and Sewer Director	Sewer Operating Budget
Sewer system inspection and maintenance training: Schedule additional training, as needed for new or existing personnel	Ongoing	Ongoing (part of the city's Watershed Protection Plan)	Staff Function	Water and Sewer Director	Sewer Operating Budget

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Metro N. Ga. Water District-wide Wastewater Management Plan Local Action Items (continued)					
Description	Year(s) To Be Completed	Status	Estimated Cost (\$)	Responsible Party	Possible Funding Sources
Septic system planning: Identify critical areas with risk and/or potential impacts for septic system failures	Ongoing 2011-2015	Ongoing (part of the city's Watershed Protection Plan)	Staff Function	Water and Sewer Director	Sewer Operating Budget
Septic system planning: Determine the appropriate conditions for septic systems in certain critical areas	Complete 2009	Ongoing; coordination with Hall County Health Dept.	Included in adoption of Sewer Use Ordinance	Water and Sewer Director; City Engineer	Operating Budget
Septic tank septage disposal: Plan for septage disposal when determining future areas served by septic. Local wastewater providers must determine acceptable parameters for septage disposal at local wastewater treatment facilities and provide to local governments	Complete 2009	Adopted and implemented; enforcement ongoing	Included in adoption of Sewer Use Ordinance	Water and Sewer Director; City Engineer	Sewer Operating Budget
Septic tank septage disposal: Collect and provide septage manifests to County Board of Health.	Complete 2009	Adopted and implemented; enforcement ongoing	Included in adoption of Sewer Use Ordinance	Water and Sewer Director; City Engineer	Operating Budget
Septic tank septage disposal: Consider future septage needs when designing new or upgrading wastewater facilities	Complete 2009	Adopted and implemented; enforcement ongoing	Included in adoption of Sewer Use Ordinance	Water and Sewer Director; City Engineer	Operating Budget
Private decentralized wastewater systems ordinance: Adopt a private wastewater system ordinance that either prohibits private systems or provides technical specifications for these systems	Complete 2009	Adopted and implemented; enforcement ongoing	Included in adoption of Sewer Use Ordinance	Water and Sewer Director; City Engineer	Operating Budget
Private decentralized wastewater systems ordinance: Provide the ordinance to Georgia EPD and Georgia DCA and incorporate into local wastewater master plan	Complete 2009	Adopted and implemented; enforcement ongoing	Included in adoption of Sewer Use Ordinance	Water and Sewer Director; City Engineer	Operating Budget
Septic system coordination: Develop written procedure that requires the soils inspection and health department permit process be started before land disturbing activities start	Ongoing 2011-2015	Ongoing (part of the city's Watershed Protection Plan)	Staff Function	Water and Sewer Director	Sewer Operating Budget
Septic system coordination: Coordinate local water quality challenges with the County Board of Health departments, where appropriate	Ongoing 2011-2015	Ongoing	Staff Function	Water and Sewer Director; Hall County Health Dept	Sewer Operating Budget

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Metro N. Ga. Water District-wide Wastewater Management Plan Local Action Items (continued)					
Description	Year(s) To Be Completed	Status	Estimated Cost (\$)	Responsible Party	Possible Funding Sources
Develop local wastewater management plan: Develop a local wastewater master plan that addresses wastewater collection, wastewater treatment, and effluent and biosolids management	2011-2015	Implementation under consideration	TBD	Water and Sewer Director	TBD
Develop local wastewater management plan: Revise the local wastewater master plan every 5 years and as needed to support projects and remain consistent with regional and State policy	2011-2015	Implementation under consideration	TBD	Water and Sewer Director	TBD
Establish local policies for connections to public sewer for transitioning areas	Complete 2009	Adopted and implemented; enforcement ongoing	Included in adoption of Sewer Use Ordinance	Water and Sewer Director; City Engineer	Sewer Operating Budget
Local education and awareness program: Annually conduct at least one education and outreach activity	Ongoing 2011-2015	Ongoing (part of the city's Watershed Protection Plan and NPDES Permit	Staff Function	Water and Sewer Director	Sewer Operating Budget
Local education and awareness program: Annually conduct at least one public participation and involvement activity	Ongoing 2011-2015	Ongoing (part of the city's Watershed Protection Plan and NPDES Permit	Staff Function	Water and Sewer Director	Sewer Operating Budget

Source: Metropolitan North Georgia Water Planning District and Georgia Department of Natural Resources Environmental Protection Division.

Funding source note: Funding sources are uncertain at this point in the planning process and will need to be identified in the local wastewater master plan. Possibilities include: wastewater rate adjustments, Operating Budget appropriations, general obligation bonds, revenue bonds, Georgia Environmental Financing Authority (GEFA) loans (including "Water First" discounts via the Department of Community Affairs), Special Local Option Sales Tax (SPLOST), sewer surcharge fees, community improvement districts, in-lieu construction fees, and community development block grants (CDBG).