

**Action Requested/Required:**

- ☒ Vote/Action Requested
☐ Discussion or Presentation Only
☐ Public Hearing
Report Date: _____
Hearing Date: _____
Voting Date: _____

Department: Administration **Presenter(s) & Title:** Billy Peppers
City Manager

Agenda Item Title:

Discussion and Possible Action to Approve Memorandum for the Acceptance of Roadways within Summit at Towne Mill

Summary:

Council discussed the possibility of accepting the streets within the pod of Summit at Towne Mill for public maintenance. At the January 16, 2025 Council Meeting, the City Manager was asked to develop a document outlining the City's requirements specific to this request from the Homeowners Association. The memorandum attached to this agenda item outlines the date of acceptance (October 1, 2025), the required work to be done by the HOA, and documents necessary.

Budget Implications:

Budgeted? ☐ Yes ☐ No ☒ N/A

Total Cost of Project: _____ Check if Estimated ☐

Fund Source: General Fund ☐ Water & Sewer ☐ Sales Tax ☐ Other: _____

Staff Recommendations:

Motion to approve the acceptance of the roadways within the Summit at Towne Mill for public maintenance as conditioned in the Memorandum from the City Manager.

Reviews:

Has this been reviewed by Management and Legal Counsel, if required? ☒ Yes ☐ No

Attachments:

Memorandum from the City Manager RE: Summit at Towne Mill Streets
City Engineer's Repair List



MEMORANDUM

TO: Ms. Connie Craft, President
Summit at Towne Mill HOA

FROM: Billy Peppers, City Manager

CC: Mayor and Council
Mr. Bobby Dyer, City Attorney
Ms. Annie Fortner, City Clerk

DATE: February 6, 2025

RE: Acceptance of Summit at Towne Mill Streets for Public Maintenance

The City of Canton is prepared to accept roadways within your neighborhood as requested by the Summit at Towne Mill Homeowners Association for maintenance in January 2025. Those roadways include Rolling Hills Place, Summit Avenue, and Hickory Run Way. The acceptance of these roadways would occur on October 1, 2025 to coincide with the City's Fiscal Year 2026. This acceptance is conditioned upon the following:

1. Completion of concrete and other miscellaneous repair needs as outlined by the City Engineer (attached).
2. Removal of the entry gate along the right of way of Rolling Hills Place.
3. Completion of a Right of Way Deed.
4. Letter from the HOA to Amicalola EMC requesting that streetlights be turned over to the City of Canton effective October 1, 2025. The letter should include a listing of any related account numbers and/or street light numbers. A copy of this letter should also be provided to the City.
5. A statement attesting that the decision of the HOA to turn over the streets to the City of Canton was done in a properly advertised meeting of the Association Board, with a quorum present, and that per the covenants (and proved through documentation) 67% of the owners of parcels in the neighborhood approve of the transaction.
6. A letter from the HOA to the City of Canton relaying the understanding of the neighborhood that the City cannot enforce covenant regulations on public roadways (such as parking on streets) or prohibit the public access from the roadways or sidewalks within the neighborhood.

The City Council will agree to accept the roadways once all of the items above have been presented to the City Engineer and a final inspection of the right of ways is completed. Without objection from the Council or Staff based on the items above, the roadways will be deeded to the City and accepted for maintenance on October 1, 2025.

Regards,

Billy Peppers,
City Manager

SUMMIT AT TOWNE MILL CONCRETE REPAIR NEEDS

STREET ADDRESS	CONCRETE REPAIR NEED
403 Summit Ave.	1. Sidewalk crack 2. Sidewalk crack by manhole
407 Summit Ave.	1. Sidewalk joint needed by driveway. 2. Driveway crack 3. Crack in sidewalk
311 Hickory Run Way	1. Sidewalk crack 2. Sidewalk crack
111 Rolling Hills Place	1. Driveway crack
113 Rolling Hills Place	1. Sidewalk crack
115 Rolling Hills Place	1. Sidewalk crack
118 Rolling Hills Place	1. Manhole concrete slabs on corner sidewalk need to be same height
119 Rolling Hills Place	1. Sidewalk crack – concrete uneven by utility boxes
129 Rolling Hills Place	1. Sidewalk crack
130 Rolling Hills Place	1. Manhole cover needs to be flush with sidewalk

139 Rolling Hills Place	1. Sidewalk crack
140 Rolling Hills Place	1. Sidewalk crack
149 Rolling Hills Place	1. Sidewalk crack
159 Rolling Hills Place	1. Sidewalk crack
Rolling Hills Place – entry hill on right	1. Sidewalk crack – up entry hill on right closer to mailboxes
MISCELLANEOUS:	
Rolling Hills Place – by right gate	Repair water pipe/irrigation area by the right entry gate
Rolling Hills Place	Fill in hole where erosion has occurred by sidewalk – midway up the hill from entry on right side of RHP
Rolling Hills Place	Fill in hole by manhole with dirt – up entry hill near intersection of RHP and Summit Ave.
135 Rolling Hills Place	Fill in hole at meter with dirt
304 Hickory Run Way	Fill in corner of manhole with dirt