



**MAYOR**  
Richard E. Roquemore

**CITY ADMINISTRATOR**  
Michael E. Parks

**CITY COUNCIL**  
Taylor J. Sisk  
Jamie L. Bradley  
Joshua Rowan  
Johnnathen Eggleston

**CITY OF AUBURN  
MAYOR and CITY COUNCIL  
April 9, 2026  
6:00 PM  
Council Business Meeting  
1 Auburn Way  
Auburn, GA 30011**

**INVOCATION**

**PLEDGE**

**COUNCIL REPORTS AND ANNOUNCEMENTS**

**CITIZEN COMMENTS ON AGENDA ITEMS**

**NEW BUSINESS**

1. Consent Agenda
  - a. Council Business Meeting Minutes - March 12, 2026
  - b. Council Workshop Meeting Minutes - March 26, 2026
  - c. Intergovernmental Agreement (Carl)
  - d. Final Plat Revision No. 2 Kingstown Cove
  - e. MOU Water Reservoir (City of Winder)

**CITIZEN COMMENTS**

**ADJOURN**

**Agenda subject to change prior to meeting**



**MAYOR**  
Rick E. Roquemore

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Joshua Rowan  
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**CITY OF AUBURN  
MAYOR AND COUNCIL  
MEETING IN COUNCIL CHAMBERS  
March 12, 2026  
6:00 PM  
Council Chambers  
1 Auburn Way  
Auburn, GA 30011**

Present: Mayor: **Richard Roquemore**  
Council Member: **Taylor Sisk**  
Council Member: **Jamie L. Bradley**  
Council Member: **Joshua Rowan**  
Council Member: **Johnathen Eggleston**

City Staff in Attendance: Chief Hodge, Staci Waters, Brooke Haney, Sgt Pharr.

Also in Attendance: Jack Wilson

**Mayor Roquemore** called the meeting to order at 6:00 pm.

**Rev. Chris Parkin** gave the Invocation.

**Mayor Roquemore** gave the pledge.

**PUBLIC HEARING**

**Item 1: Nemrut, LLC Alcohol License Application Hearing**

**Mayor Roquemore** asked **Jack Wilson**, City Attorney, to present Nemrut, LLC Alcohol License Application Hearing

**Mayor Roquemore** asked for a motion to open the Public Hearing regarding Nemrut, LLC Alcohol License Application Hearing

**Motion:** Made by **Council Member Sisk** to open the public hearing.

**Second:** Made by **Council Member Rowan**

**Mayor Roquemore** opened the floor for ten minutes for public comments in favor of Nemrut, LLC Alcohol License.

Stanton Portor Spoke for applicant.

**Mayor Roquemore** opened the floor for ten minutes for public comments in opposition of Nemrut, LLC Alcohol License.

There were none.

Mayor Roquemore asked for a motion to close the Public Hearing regarding Nemrut, LLC Alcohol License Application Hearing

**Motion:** Made by **Council Member Rowan** to close the public hearing.

**Second:** Made by **Council Member Bradley**

Votes were taken with all members present voting yes to close the public hearing.

**NEW BUSINESS**

**Citizen Comments on Agenda Items**

**Mayor Roquemore** asked for any citizen comments for items on tonight's agenda. There were none.

**Item 2: Consent Agenda**

- a. Council Business Meeting Minutes- February 12, 2026
- b. Council Workshop Meeting Minutes- February 26, 2026
- c. Council Special Called Meeting Minutes- February 26, 2026

**Mayor Roquemore** asked for a motion to approve the consent agenda.

**Motion:** Made by **Council Member Sisk** to approve the consent agenda.

**Second:** by **Council Member Rowan**

**Mayor Roquemore** asked for any discussion, Votes were taken with all members present voting yes.

**Item 3: Nemrut, LLC Alcohol License Application**

**Mayor Roquemore** asked for a motion to approve, deny or table the Nemrut, LLC Alcohol License Application

**Council Member Sisk** asked for a motion to table the Nemrut, LLC Alcohol License Application until the April 23, 2026, meeting.

**Second:** Made by **Council Member Rowan**

**Mayor Roquemore** asked for any discussion, there was none. Votes were taken with all members voting yes.

**Mayor Roquemore** acknowledged Staci Waters resignation from the City of Auburn and thanked her for her work.

**Mayor Roquemore** asked for a motion to adjourn.

**Motion:** Made by **Council Member Rowan** to adjourn

**Second:** Made by **Council Member Eggeston**

Votes were taken with all members voting yes.

Respectfully submitted,

Read and approved this \_\_\_\_\_ Day of April 2026

Attest:

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Mayor Richard E. Roquemore



**MAYOR**

Rick E. Roquemore

**CITY ADMINISTRATOR**

Michael Parks

**CITY COUNCIL**

Taylor J. Sisk

Jamie L. Bradley

Joshua Rowan

Johnathen Egelston

**CITY COUNCIL WORKSHOP MEETING**

**March 26, 2026**

**6:00 PM**

**Council Chambers**

**1 Auburn Way**

**Auburn, GA 30011**

Present: Mayor:	<b>Richard Roquemore</b>
Council Member:	<b>Taylor J. Sisk</b>
Council Member:	<b>Jamie L. Bradley</b>
Council Member:	<b>Joshua Rowan</b>
Member Absent:	<b>Johnathen Egelston</b>

City Staff in Attendance: Michael Parks, Chief Hodge, Brooke Haney

Also in Attendance: Jack Wilson

**Mayor Roquemore** called the meeting to order at 6:00 pm.

**Council Reports and Announcements**

**Mayor Roquemore** asked for Council Reports and Announcements. **Council Member Bradley** announced the museum reunion. **Mayor Roquemore** thanked everyone for another successful 5K.

**Mayor Roquemore** asked for a motion to amend the agenda to add an executive session for Personnel Matters.

**Motion:** Made by **Council Member Sisk** to amend the agenda to add an executive session for Personnel Matters.

**Second:** Made by **Council Member Rowan**

**Mayor Roquemore** asked for any discussion, there was none. Votes were taken with all members voting yes.

**WORKSHOP ITEMS FOR DISCUSSION**

**Item 1: Intergovernmental Agreement with Town of Carl for Paving**

**Michael Parks** Presented

Placed on April 9, 2026, Council Business Agenda

**Item 2: Final Plat approval Kingstown Cove**

**Michael Parks** Presented

Placed on April 9, 2026, Council Business Agenda

**Item 3: Proposed MOU- Water Department/ City of Winder**

**Michael Parks** Presented

Placed on April 9, 2026, Council Business Agenda

**Mayor Roquemore** asked for a motion to go into Executive Session for Personnel Matters.

**Motion:** Made by **Council Member Rowan** to go into Executive Session for Personnel Matters.

**Second:** Made by **Council Member Eggelston**

**Mayor Roquemore** asked for any discussion, there was none. Votes were taken with all members voting yes.

After Executive Session, the Mayor and Council reconvened in public. The City Attorney reported that the Council met in executive session to discuss one Personnel Matter as allowed under the Georgia Open Meetings Act. The Attorney reported that no votes were taken in executive session and that the original Resolution and Affidavit required by State law have been signed and delivered to staff to be included with the minutes of this meeting.

The City Attorney further reported that there was a need to amend the agenda to add an item for consideration of hiring an Executive Assistant to Mayor and City Council.

**Mayor Roquemore** asked for a motion to amend the agenda to consider hiring an Executive Assistant to Mayor and Council.

**Motion:** Made by **Council Member Rowan** to amend the agenda.

**Second:** Made by **Council Member Sisk**

**Mayor Roquemore** asked for any discussion, there was none. Votes were taken with all members voting yes.

**Mayor Roquemore** asked for a Motion to Hire Amanda Vinson as Executive Assistant to the Mayor and Council.

**Motion:** Made by **Council Member Rowan** to Hire Amanda Vinson as Executive Assistant to the Mayor and Council.

**Second:** Made by **Council Member Sisk**

**Mayor Roquemore** asked for any discussion, there was none. Votes were taken with all members voting yes.

Mayor Roquemore asked for any discussion, there was none. Votes were taken will all members voting yes.

There being no further business, the meeting was adjourned.

Read and approved this \_\_\_\_\_ Day of April 2026

Attest:

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Mayor Richard E. Roquemore



**MAYOR**  
Rick E. Roquemore

**CITY ADMINISTRATOR**  
Michael E. Parks

**CITY COUNCIL**  
Taylor J. Sisk  
Jamie L. Bradley  
Joshua Rowan  
Johnathen Eggleston

**AGENDA ITEM: 1**

**TO:** Mayor and Council

**FROM:** Michael Parks  
City Administrator

**DATE:** March 26, 2026

**PURPOSE:** To consider approval of an Intergovernmental Agreement between the City of Auburn and the Town of Carl for road improvement assistance.

**BACKGROUND:** The Town of Carl is seeking bid assistance from the City of Auburn for repaving project. The Service Delivery Act encourages local governments to collaborate to increase efficiency to citizens. Carl seeks to pave a portion of Carl Cedar Hill Rd. Carl is secure with their funding and seek assistance only for the procurement process. Auburn will not spend money on Carl roads.

**RECOMMENDATION:** Approve IGA with the Town of Carl

**FUNDING:** Town of Carl will fund this project

**ATTACHMENTS:** Intergovernmental Agreement for Road Improvements  
Exhibit "A" – Cost Estimation

STATE OF GEORGIA

BARROW COUNTY

**INTERGOVERNMENTAL AGREEMENT FOR  
ROAD IMPROVEMENTS**

THIS AGREEMENT entered into between the Town of Carl, Georgia, a Municipal Corporation, hereinafter referred to as the “Town”, and The City of Auburn, Georgia, a Municipal Corporation hereinafter referred to as the “City”.

WITNESSETH:

WHEREAS, the Town and City desire to establish this “Agreement” wherein the City will provide administration for certain road improvement to the Town in consideration for payment; and

WHEREAS, O.C.G.A. § 36-70-20, et seq. (Service Delivery Act) encourages local governments to minimize inefficiency resulting from duplication of services and competition between local governments, and to strive for the efficient delivery of services to citizens; and

WHEREAS, this Agreement provides for the most efficient delivery of necessary services;

NOW THEREFORE, in consideration for Ten Dollars in hand paid, and the mutual promises and benefits outlined herein, the receipt and sufficiency of which are hereby acknowledged, the parties hereto mutually agree as follows:

**Section 1. Representation of the Parties.** Each party hereto makes the following representations and warranties which are specifically relied upon by the other party as a basis for entering into this Agreement:

- (a) The Town is a Municipal Corporation as defined by law and judicial interpretation, and has, through its duly elected officials, validly adopted a resolution to authorize it to enter into this Agreement at a public meeting of its Town Council, conducted in compliance with the Open Meetings Act (O.C.G.A. § 50-14-1, *et seq.*)
- (b) The City is a Municipal Corporation as defined by law and judicial interpretation and has, through its duly elected officials, validly adopted a resolution to authorize it to enter into this Agreement at a public meeting of its City Council, conducted in compliance with the Open Meetings Act (O.C.G.A. § 50-14-1, *et seq.*)

**Section 2. Term.**

- (a) This Agreement shall be effective as of April \_\_, 2026 and shall remain in effect completion of the work described on Exhibit “A” attached hereto.



(b) Termination and Notice of Termination. This Agreement is terminable by either party without cause and in its sole discretion if such party provides written notice to the other party no later than 6 months prior to the expiration of the five year term then running.

**Section 3. Provision of Services.** The City shall provide administration for the road improvements described on Exhibit "A" attached hereto and incorporated herein by reference.

**Section 4. Compensation for Services.** The parties agree that the City will engage a contractor to perform the work summarized on Exhibit "A" attached hereto. The Town will pay the City the actual costs incurred for said work. The parties acknowledge and agree that sums stated in Exhibit "A" represent only their best estimate of the actual costs of the improvements. City shall bill the Town the actual costs incurred and the Town shall pay the City the actual costs of the work.

**Section 5. Contract Administration.** Each party to this Agreement is an independent entity with respect to the subject matter herein. Nothing in this Agreement shall make any employee of the City a Town employee for any purpose, including, but not limited to, for withholding of taxes, payment of benefits, workers compensation, or any other rights or privileges accorded City employees by virtue of their employment. At all times pertinent hereto, employees of the Town are acting as Town employees and employees of the City are acting as City employees. Each party shall report and account for its uses of funds in accordance with State law.

**Section 6. Counterparts.** This Agreement may be executed in several counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument.

**Section 7. Governing Law.** This Agreement. And all transactions contemplated hereby shall be governed by and construed and enforced in accordance with the laws of the State of Georgia.

**Section 8. Severability.** Should any provision of this Agreement, or application thereof to any person or circumstance be held invalid or unenforceable, the remainder of this Agreement, or the application of such provision to any person or circumstance, other than those to which it is held invalid or unenforceable, shall not be affected thereby, and each remaining provision of this Agreement shall be valid and enforceable to the full extent permitted by law.

**Section 9. Notices.** All notices, demands, or requests required or permitted to be given pursuant to this Agreement shall be in writing, and shall be deemed to have been properly given or served and shall be effective upon being deposited or placed in the United States mail, postage prepaid and registered or certified with return receipt requested to the addresses appearing below or when delivered by hand to the addresses indicated below:

Town of Carl  
1690 Carl Bethlehem Road  
Carl, GA 30011

City of Auburn  
Auburn Municipal Complex  
1 Auburn Way  
Auburn, GA 30011

IN WITNESS WHEREOF, all parties hereto have agreed as of this \_\_\_\_\_ day of April, 2026.

TOWN OF CARL, GEORGIA

(SEAL)

\_\_\_\_\_  
Mayor Shannon Stinchcomb

Attest:

\_\_\_\_\_  
Laura Crenshaw, City Clerk

CITY OF AUBURN, GEORGIA

(SEAL)

Attest:

\_\_\_\_\_  
Mayor Richard E. Roquemore

\_\_\_\_\_  
Brooke Haney, City Clerk

**ROADWAY SUMMARY  
(PAGE 1 OF 2)**

**CARL CEDAR HILL ROAD**  
2026 L.M.I.G.  
City of Carl

From: Atlanta Highway  
To: Railroad South Right of Way

380 Lin. Ft.      0.072 Mile      21' – 33' Wide Pavement

<u>ITEM</u>	<u>UNIT OF MEASURE</u>	<u>APPROX. QUANTITY</u>
Recycled Asphaltic Concrete, 12.5 MM Superpave, Group 2 Only, Including Bituminous Material, Hydrated Lime & Haul. 220 lbs/yd <sup>2</sup> .	TON \$150	150 \$22,500
Mill Asphalt Concrete Existing Pavement	SQUARE YARD \$6.00	450 \$2,700
Bituminous Tack Coat	GALLONS \$7.00	65 \$455
Solid Traffic Stripe, 5" (inch), White, Standard Thermoplastic	LINEAR FOOT \$1.00	960 \$960
Skip Traffic Stripe, 5" (inch), White, Standard Thermoplastic	GROSS LINEAR FOOT \$0.80	50 \$40
Solid Traffic Stripe, 5" (inch), Yellow, Standard Thermoplastic	LINEAR FOOT \$1.00	1,190 \$1,190
Solid Traffic Stripe, 24" (inch), White, Standard Thermoplastic.	LINEAR FOOT \$20.00	50 \$1,000

**ROADWAY SUMMARY  
(PAGE 2 OF 2)**

**CARL CEDAR HILL ROAD (Continued)  
(From Atlanta Highway to Railroad South Right of Way)**

<u>ITEM</u>	<u>UNIT OF MEASURE</u>	<u>APPROX. QUANTITY</u>
Pavement Marking Turn Arrow, Type 2, White, Standard Thermoplastic	EACH \$100	2 \$200
Railroad Symbol, Standard Thermoplastic	EACH \$300	1 \$300
Crosswalk Pavement Marking, Ladder Type, Standard Thermoplastic.	SQUARE YARD \$22	68 \$1,496
Pavement Marking Hatching (Gore Area - hatch with 12" solid yellow lines), Standard Thermoplastic.	SQUARE YARD \$15	65 \$975
Shoulder Re-Construction & Turf Establishment	SHOULDER MILE \$10,000	0.015 \$150
Traffic Control	LUMP \$8,000	100 % \$8,000

**ESTIMATED COST TOTAL = \$39,966**



**MAYOR**  
Richard E. Roquemore

**CITY MANAGER**  
Michael E. Parks

**CITY COUNCIL**  
Taylor J. Sisk  
Jamie L. Bradley  
Joshua Rowan  
Johnathen Eggleston

**AGENDA ITEM:**   2  

**TO:** City of Auburn Mayor and City Council

**FROM:** Sarah McQuade  
City Planner

**DATE:** March 26, 2026

**PURPOSE:** Seek approval of a revised final plat for a residential development in the RM-8: Residential Multifamily Apartment district, known as Kingston Cove.

**BACKGROUND:** The applicant is requesting approval of a revised final plat for the Kingston Cove development to add as-built building drawings for seven townhouse units.

**PLANNING COMMISSION RECOMMENDATION:** N/A

**STAFF RECOMMENDATION:** Approval.

**FUNDING:** N/A



**COMMUNITY DEVELOPMENT DEPARTMENT**

CITY OF AUBURN

1 AUBURN WAY

AUBURN, GA 30011

PHONE: 770-963-4002

[www.cityofauburn-ga.org](http://www.cityofauburn-ga.org)

**MEMORANDUM**

**TO:** City of Auburn Mayor and City Council

**FROM:** Sarah McQuade, City Planner

**DATE:** March 26, 2026

**RE:** Kingston Cove Revised Final Plat Approval

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Dear Mayor and City Council,

The applicant is requesting approval of a revised final plat for Kingston Cove pursuant to [Title 16](#) – Development Regulations of the City of Auburn.

**PROPOSAL:**

The purpose of the revised final plat is to re-record the subdivision of Kingston Cove with the Barrow County Clerk of Court. The existing plat was approved at the January 22, 2026, Mayor and City Council public meeting. The applicant has submitted a revised plat to add as-built building drawings for seven townhouse units.

**BACKGROUND / CURRENT ZONING:**

On May 2, 2013, the City of Auburn adopted an ordinance to rezone the subject site from AG: Agricultural to RM-8: Residential Multifamily Apartment District. On October 5, 2023, the City of Auburn and Starlight Homes Georgia, LLC, reached a development agreement regarding the subject site. The agreement includes the following stipulations:

- i. Elevations and relief for the townhomes depicted in the Revised Site Plan will be in substantial conformity with the illustration attached hereto as Exhibit "B" and incorporated herein by reference. A combination of brick, fiber cement, cementitious siding, cementitious board and batten and cementitious shake will be used for exterior construction. Vinyl siding will shall not be used.



- ii. The internal streets reflected on the Revised Site Plan shall remain private and will not be dedicated to the City.
- iii. ECP and Starlight will meet landscaping and buffer requirements within the City's Development Regulations, Chapter 16.44.
- iv. The property, buildings and units shown on the Revised Site Plan will be owned by a common entity during development and build out. Following site development, the developer entity will prepare and record a final plat for the as-built development. Individual developed units will then be marketed and sold as fee simple townhomes, with the end user being conveyed the footprint of the unit as shown on the final recorded plat. Front yards and rear yards for the individual units will be owned by an association with individual unit owners having use rights for the front and rear yards in accordance with association declaration and covenants to be prepared and recorded for the development (the Revised Site Plan and these stipulations i - iv are collectively referred to as the "Proposed Development").

On August 14, 2025, the Mayor of Auburn signed the original Kingston Cove final plat for approval, which was subsequently recorded with Barrow County on August 19, 2025. On December 4, 2025, City staff met with the Kingston Cove engineering team to discuss proposed revisions to the final plat.

On January 22, 2026, a revised version of the final plat was approved; reductions in select drainage easement widths necessitated the revision.

On February 4, 2026, the applicant requested a new revision to the final plat to add as-built building drawings. This revision was approved at the Mayor and City Council meeting on February 26, 2026.

The subject final plat revision, as provided to the City by the applicant on March 12, 2026, is necessitated by the addition of one as-built building drawing for one seven-unit townhouse structure. Staff compared the proposed final plat to previous versions and found no differences except for the additional as-built building drawing.

**ANALYSIS:**

Pursuant to [Sec. 16.20.070 – Approval of Final Subdivision Plat](#), the approval of the final plat shall reflect the owner's certification that all site work and construction has been accomplished according to the terms of approved plans and permits, and that all facilities intended for maintenance, supervision and/or dedication to the public are in compliance with appropriate standards, regulations, codes and ordinances.

- Sec. 16.20.070.A.2 states the city planner/engineer shall notify the applicant within thirty days of the formal submittal of the final plat the date of the scheduled meetings of the city council of the city which may consider the approval of the final plat, and shall indicate on a review copy of the final

plat or in a written memorandum all comments related to compliance of the final plat with these regulations, the zoning ordinance, conditions of zoning approval, and the regulations of the city, Barrow and/or Gwinnett County departments, and state agencies as appropriate. The city council shall have final authority to determine the applicability of any and all comments under these development regulations, the zoning ordinance or conditions of zoning approval.

- *Staff has reviewed the final plat for compliance with the above-referenced regulations, ordinances, and conditions of zoning, and found it to be compliant.*

**COMMUNITY DEVELOPMENT DEPARTMENT RECOMMENDATION:**

Staff recommends **approval** of the revised final plat for Kingston Cove, finding it compliant with all applicable codes and ordinances.







THIS PLAN IS A PRELIMINARY PLAN AND IS NOT A FINAL PLAN. IT IS SUBJECT TO THE APPROVAL AND REVIEW OF THE LOCAL GOVERNMENT. THE LOCAL GOVERNMENT HAS THE RIGHT TO APPROVE, DISAPPROVE, OR MODIFY THIS PLAN. THE LOCAL GOVERNMENT'S APPROVAL DOES NOT CONSTITUTE A GUARANTEE OF THE ACCURACY OF THIS PLAN. THE LOCAL GOVERNMENT'S APPROVAL IS LIMITED TO THE INFORMATION PROVIDED IN THIS PLAN AND DOES NOT EXTEND TO THE ACCURACY OF THE SURVEY DATA OR THE LEGALITY OF THE CLAIMS MADE IN THIS PLAN. THE LOCAL GOVERNMENT'S APPROVAL IS LIMITED TO THE INFORMATION PROVIDED IN THIS PLAN AND DOES NOT EXTEND TO THE ACCURACY OF THE SURVEY DATA OR THE LEGALITY OF THE CLAIMS MADE IN THIS PLAN.

1. THE STATE DEPARTMENT OF REVENUE HAS REVIEWED THIS PLAN AND HAS ISSUED A RECEIPT THEREFOR. THIS RECEIPT IS NOT A GUARANTEE OF THE ACCURACY OF THIS PLAN. THE STATE DEPARTMENT OF REVENUE'S REVIEW IS LIMITED TO THE INFORMATION PROVIDED IN THIS PLAN AND DOES NOT EXTEND TO THE ACCURACY OF THE SURVEY DATA OR THE LEGALITY OF THE CLAIMS MADE IN THIS PLAN.

2. THE STATE DEPARTMENT OF REVENUE HAS REVIEWED THIS PLAN AND HAS ISSUED A RECEIPT THEREFOR. THIS RECEIPT IS NOT A GUARANTEE OF THE ACCURACY OF THIS PLAN. THE STATE DEPARTMENT OF REVENUE'S REVIEW IS LIMITED TO THE INFORMATION PROVIDED IN THIS PLAN AND DOES NOT EXTEND TO THE ACCURACY OF THE SURVEY DATA OR THE LEGALITY OF THE CLAIMS MADE IN THIS PLAN.

- ### LEGEND
- ON LINE
  - NEW LINE (1/2" BEARING)
  - NEW LINE (1/4" BEARING)
  - NEW LINE (1/8" BEARING)
  - NEW LINE (1/16" BEARING)
  - NEW LINE (1/32" BEARING)
  - NEW LINE (1/64" BEARING)
  - NEW LINE (1/128" BEARING)
  - NEW LINE (1/256" BEARING)
  - NEW LINE (1/512" BEARING)
  - NEW LINE (1/1024" BEARING)
  - NEW LINE (1/2048" BEARING)
  - NEW LINE (1/4096" BEARING)
  - NEW LINE (1/8192" BEARING)
  - NEW LINE (1/16384" BEARING)
  - NEW LINE (1/32768" BEARING)
  - NEW LINE (1/65536" BEARING)
  - NEW LINE (1/131072" BEARING)
  - NEW LINE (1/262144" BEARING)
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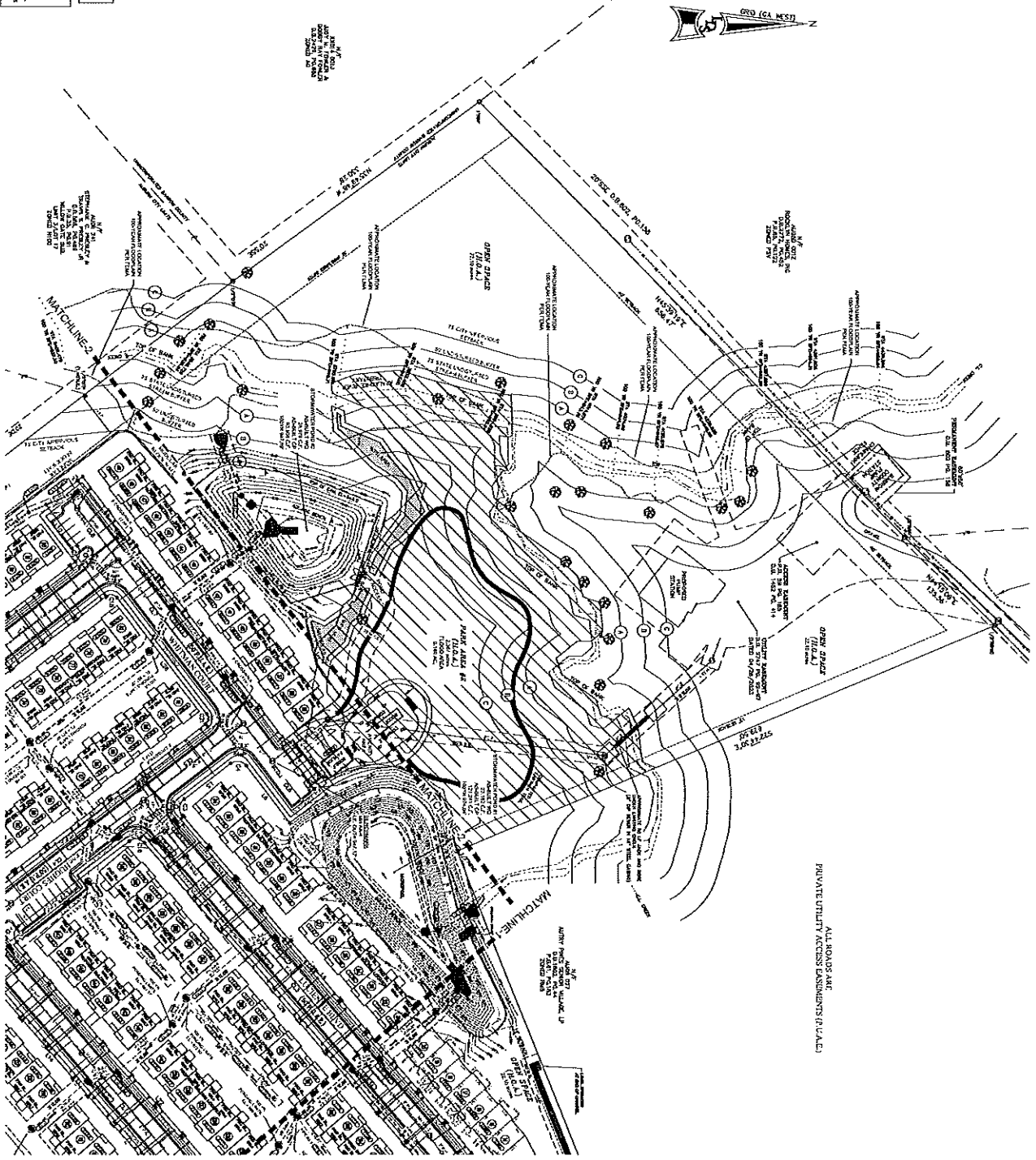
THIS PLAN IS THE PROPERTY OF LAND DEVELOPMENT SURVEYORS, INC. AND IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF LAND DEVELOPMENT SURVEYORS, INC.

### LEGEND

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- 980' INTERVAL
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- 990' INTERVAL
- 995' INTERVAL
- 1000' INTERVAL

- 1. ALL STATE APPROVED SURVEY INSTRUMENTS
- 2. ALL STATE APPROVED SURVEYORS
- 3. ALL STATE APPROVED SURVEYING COMPANIES
- 4. ALL STATE APPROVED SURVEYING EQUIPMENT
- 5. ALL STATE APPROVED SURVEYING METHODS
- 6. ALL STATE APPROVED SURVEYING PROCEDURES
- 7. ALL STATE APPROVED SURVEYING STANDARDS
- 8. ALL STATE APPROVED SURVEYING PRACTICES
- 9. ALL STATE APPROVED SURVEYING ETHICS
- 10. ALL STATE APPROVED SURVEYING LAWS
- 11. ALL STATE APPROVED SURVEYING REGULATIONS
- 12. ALL STATE APPROVED SURVEYING ORDINANCES
- 13. ALL STATE APPROVED SURVEYING DECREES
- 14. ALL STATE APPROVED SURVEYING STATUTES
- 15. ALL STATE APPROVED SURVEYING CASES
- 16. ALL STATE APPROVED SURVEYING OPINIONS
- 17. ALL STATE APPROVED SURVEYING DECISIONS
- 18. ALL STATE APPROVED SURVEYING ADVICE
- 19. ALL STATE APPROVED SURVEYING ASSISTANCE
- 20. ALL STATE APPROVED SURVEYING SUPPORT
- 21. ALL STATE APPROVED SURVEYING SERVICES
- 22. ALL STATE APPROVED SURVEYING PRODUCTS
- 23. ALL STATE APPROVED SURVEYING SOLUTIONS
- 24. ALL STATE APPROVED SURVEYING INNOVATIONS
- 25. ALL STATE APPROVED SURVEYING RESEARCH
- 26. ALL STATE APPROVED SURVEYING DEVELOPMENTS
- 27. ALL STATE APPROVED SURVEYING IMPROVEMENTS
- 28. ALL STATE APPROVED SURVEYING ENHANCEMENTS
- 29. ALL STATE APPROVED SURVEYING OPTIMIZATIONS
- 30. ALL STATE APPROVED SURVEYING MAXIMIZATIONS

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5 of 8	DATE 4/21/25	NO 22123	DESCRIPTION JOSUEE EDWARDS
	DATE 8/25/25	NO 22123	DESCRIPTION JOSUEE EDWARDS
	DATE 11/21/25	NO 22123	DESCRIPTION JOSUEE EDWARDS
	DATE 1/21/26	NO 22123	DESCRIPTION JOSUEE EDWARDS

FINAL PLAT FOR:			
SHEET TITLE			
FIELD	DRAWN	CHECKED	
JB/B	LJL		

**KINGSTON COVE**

PARCEL AUGS 028A  
LOCATED IN GEORGIA WILPIN DISTRICT 1243  
CITY OF ATLANTA, BARROW COUNTY, GEORGIA  
SCALE: 1"=50'

**LD** Land Development Surveyors, Inc.

P.O. BOX 2050  
DICKLATA, GA 30019  
(770) 852-8006  
LDS@LDIENRIS00300MAY.COM  
COA LSF#000832



PLANNING  
 CASE NUMBER  
 HO-15001 / HO-15002

**RECORDING INFORMATION**

THIS INSTRUMENT IS A PART OF THE RECORDING INFORMATION FOR THE PLANNING CASE NUMBER HO-15001 / HO-15002.

**Standard of Care**

1. The Surveyor shall exercise the highest degree of care and skill in the performance of his or her duties and shall be liable for any error or omission in the performance of his or her duties which is caused by negligence, active or passive, in the performance of his or her duties.

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THIS PLAN HAS BEEN PREPARED BY THE SURVEYOR IN ACCORDANCE WITH THE STANDARDS OF CARE AND SKILL OF A PROFESSIONAL SURVEYOR IN THE STATE OF GEORGIA. THE SURVEYOR HAS CONDUCTED A VISUAL INSPECTION OF THE PROPERTY AND HAS FOUND THAT THE INFORMATION PROVIDED IN THIS PLAN IS TRUE AND CORRECT TO THE BEST OF HIS OR HER KNOWLEDGE AND BELIEF. THE SURVEYOR HAS NOT CONDUCTED ANY OTHER INVESTIGATION OR RESEARCH THAT WOULD REASONABLY BE EXPECTED OF A PROFESSIONAL SURVEYOR IN THE STATE OF GEORGIA.

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6 of 8  
 DATE: 4/21/25  
 22123  
 JOB NUMBER

NO	DATE	DESCRIPTION
1	5/17/25	ADDRESS COMMENTS
2	1/25/25	ADDRESS COMMENTS
3	11/21/24	ADDRESS COMMENTS
4	1/18/24	SEX REVISION

FINAL PLAT FOR: SHEET TITLE  
 FIELD CHECKED  
 DRAWN BY  
 JOB NO. LUU

KINGSTON COVE  
 PARCEL A055 028A  
 LOCATED IN GEORGIA ALFIRA DISTRICT 1740  
 CITY OF AUBURN, BARROW COUNTY, GEORGIA  
 SCALE: 1"=50'



P.O. BOX 2060  
 DALY, GA. 30019  
 (770) 682-8206  
 LDS@SURVEYORS2003@GMAIL.COM  
 COA LSF#000832

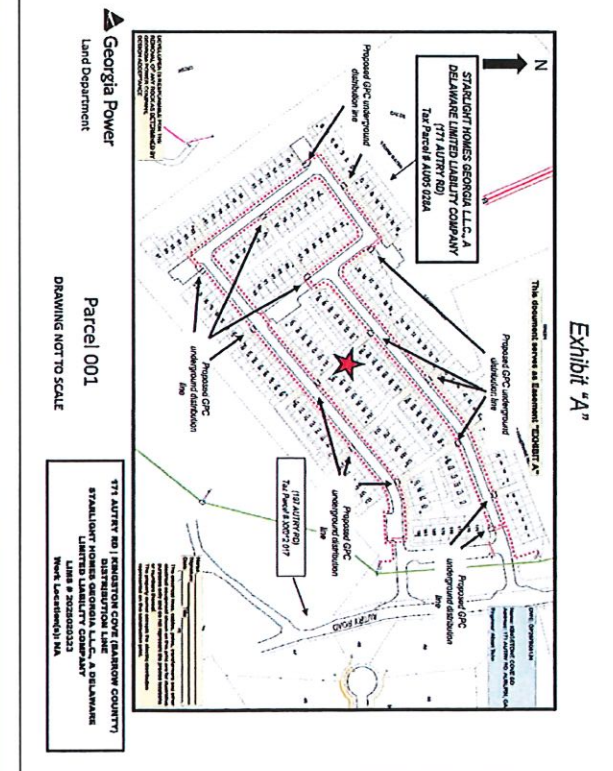
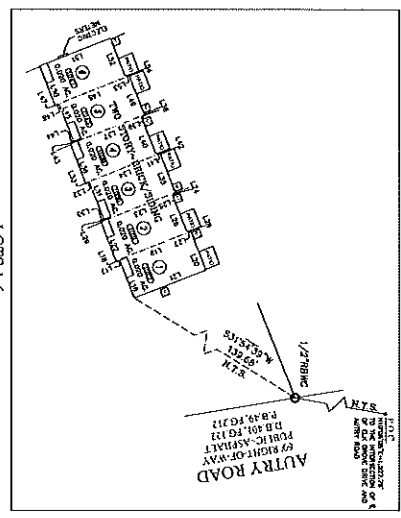
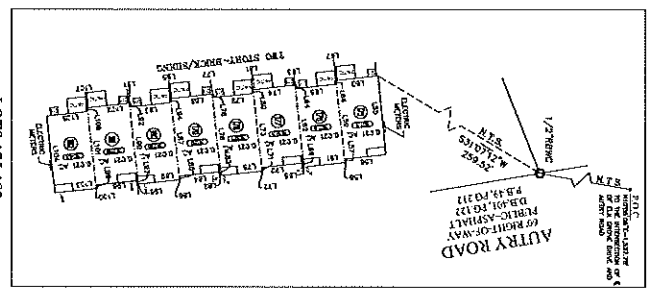


Exhibit "A"  
 This document serves as Exhibit "A" to the Final Plat for Parcel 001.  
 Georgia Power Land Department  
 Parcel 001  
 DRAWING NOT TO SCALE

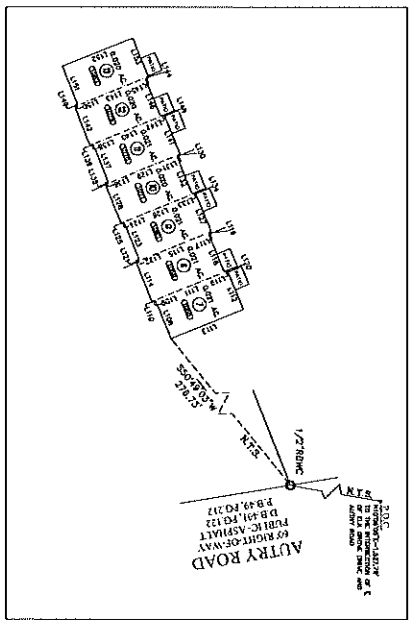
THIS PLAN AND THE INFORMATION CONTAINED HEREIN ARE THE PROPERTY OF KINGSTON COVE AND SHALL BE KEPT IN CONFIDENCE. IT IS TO BE USED ONLY FOR THE PURPOSES SPECIFIED HEREIN. ANY REPRODUCTION OR TRANSMISSION OF THIS INFORMATION IS STRICTLY PROHIBITED. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES. THE USER SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.



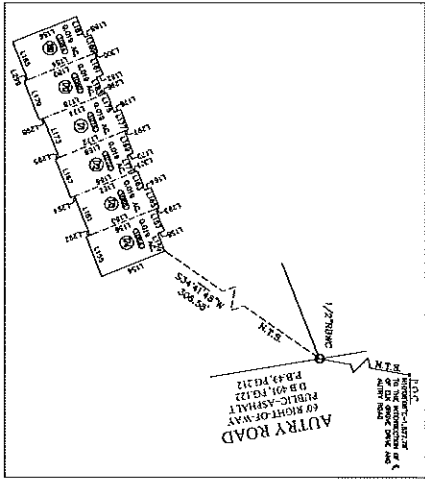
LOT NO.	AREA (SQ. FT.)	PERCENTAGE	REMARKS
1	10,000	16.67%	
2	10,000	16.67%	
3	10,000	16.67%	
4	10,000	16.67%	
5	10,000	16.67%	
6	10,000	16.67%	



LOT NO.	AREA (SQ. FT.)	PERCENTAGE	REMARKS
7	10,000	14.29%	
8	10,000	14.29%	
9	10,000	14.29%	
10	10,000	14.29%	
11	10,000	14.29%	
12	10,000	14.29%	
13	10,000	14.29%	



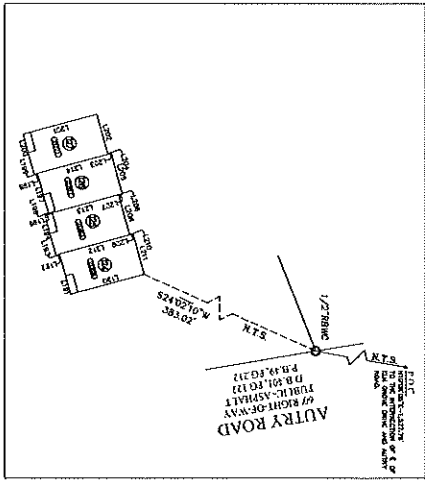
LOT 14-20  
SCALE: 1"=30'



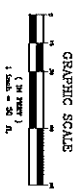
LOT NO.	AREA (SQ. FT.)	PERCENTAGE	REMARKS
169	10,000	14.29%	
170	10,000	14.29%	
171	10,000	14.29%	
172	10,000	14.29%	
173	10,000	14.29%	
174	10,000	14.29%	

LOT NO.	AREA (SQ. FT.)	PERCENTAGE	REMARKS
175	10,000	14.29%	
176	10,000	14.29%	
177	10,000	14.29%	
178	10,000	14.29%	
179	10,000	14.29%	
180	10,000	14.29%	

LOT 175-182  
SCALE: 1"=30'

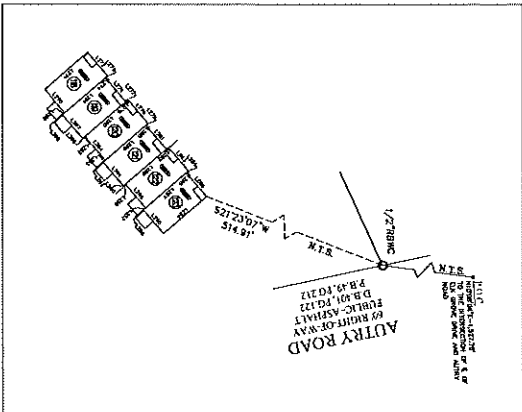


LOT NO.	AREA (SQ. FT.)	PERCENTAGE	REMARKS
124	10,000	14.29%	
125	10,000	14.29%	
126	10,000	14.29%	
127	10,000	14.29%	



7 of 8	DATE: <b>4/21/25</b>	DATE: <b>2/21/23</b>	<b>AS-BUILT BUILDINGS PLAN FOR SHEET TITLE</b>	<b>KINGSTON COVE</b> <small>PARCEL AUGS 028A          LOCATED IN GEORGIA WATERS DISTRICT 124D          CITY OF ATLANTA, BARLOW COUNTY, GEORGIA          SCALE: 1"=30'</small>	 <b>Land Development Surveyors, Inc.</b> <small>P.O. BOX 2050          GADSDEN, GA 30515          (706) 842-7825          LDS.SURVEYORS@GMAIL.COM          CDA 15F000032</small>															
	JOB NUMBER: <b>22123</b>	<table border="1" style="width: 100%;"> <tr> <th>DATE</th> <th>NO.</th> <th>DESCRIPTION</th> </tr> <tr> <td>2/21/23</td> <td>1</td> <td>AS-BUILT BUILDINGS PLAN FOR SHEET TITLE</td> </tr> <tr> <td>1/21/24</td> <td>2</td> <td>AS-BUILT BUILDINGS PLAN FOR SHEET TITLE</td> </tr> <tr> <td>1/21/25</td> <td>3</td> <td>SEE REVISION NOT 2</td> </tr> </table>					DATE	NO.	DESCRIPTION	2/21/23	1	AS-BUILT BUILDINGS PLAN FOR SHEET TITLE	1/21/24	2	AS-BUILT BUILDINGS PLAN FOR SHEET TITLE	1/21/25	3	SEE REVISION NOT 2	<table border="1" style="width: 100%;"> <tr> <td>FIELD</td> <td>DRAWN</td> <td>CHECKED</td> </tr> <tr> <td>JUB/EF</td> <td>LJU</td> <td>LJU</td> </tr> </table>	FIELD
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FIELD	DRAWN	CHECKED																		
JUB/EF	LJU	LJU																		

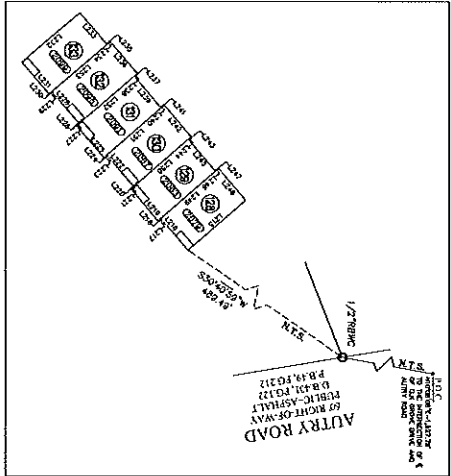
NOTICE: ANY INFORMATION ON THIS PLAN IS UNRELIABLE UNLESS THE SURVEYOR HAS PERSONALLY CONDUCTED A VISUAL INSPECTION OF THE PROPERTY AND THE RECORDING OFFICE HAS REVIEWED THE PLAN FOR CONFORMANCE WITH THE REQUIREMENTS OF THE GEORGIA SURVEYING ACT.



LOTS 118-123  
SCALE: 1"=50'

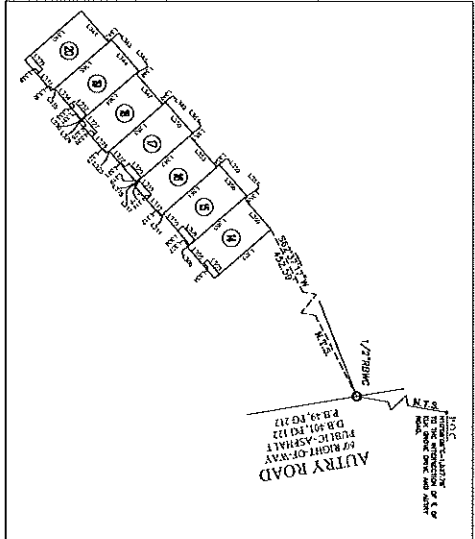
LOT	AREA (SQ. FT.)	AREA (SQ. YD.)	PERCENTAGE OF TOTAL LOT AREA
118	1,200	0.0347	0.0347
119	1,200	0.0347	0.0347
120	1,200	0.0347	0.0347
121	1,200	0.0347	0.0347
122	1,200	0.0347	0.0347
123	1,200	0.0347	0.0347

THE PLAN WAS PREPARED FOR THE EXCLUSIVE USE OF THE PERSON, PERSONS OR ENTITY NAMED HEREIN AND IS NOT TO BE USED FOR ANY OTHER PURPOSE WITHOUT THE WRITTEN CONSENT OF THE SURVEYOR. THE SURVEYOR HAS CONDUCTED A VISUAL INSPECTION OF THE PROPERTY AND THE RECORDING OFFICE HAS REVIEWED THE PLAN FOR CONFORMANCE WITH THE REQUIREMENTS OF THE GEORGIA SURVEYING ACT.



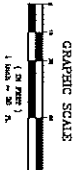
LOTS 128-133  
SCALE: 1"=50'

LOT	AREA (SQ. FT.)	AREA (SQ. YD.)	PERCENTAGE OF TOTAL LOT AREA
128	1,200	0.0347	0.0347
129	1,200	0.0347	0.0347
130	1,200	0.0347	0.0347
131	1,200	0.0347	0.0347
132	1,200	0.0347	0.0347
133	1,200	0.0347	0.0347



LOTS 14-20  
SCALE: 1"=50'

LOT	AREA (SQ. FT.)	AREA (SQ. YD.)	PERCENTAGE OF TOTAL LOT AREA
14	1,200	0.0347	0.0347
15	1,200	0.0347	0.0347
16	1,200	0.0347	0.0347
17	1,200	0.0347	0.0347
18	1,200	0.0347	0.0347
19	1,200	0.0347	0.0347
20	1,200	0.0347	0.0347



8 of 8  
DATE: 4/21/25  
JOB NUMBER: 22123

DATE	NO	DESCRIPTION
5/17/25	1	AS-BUILT COMMENT
5/17/25	2	ADDRESS COMMENTS
11/17/25	3	CODED REVISIONS
1/17/25	4	SEE REVISION NO. 2

AS-BUILT BUILDINGS PLAN FOR SHEET TITLE  
FIELD DRAWN CHECKED  
JWB/LW

KINGSTON COVE  
PARCEL AUGS 028A  
LOCATED IN GEORGIA SURVEY DISTRICT 1245  
CITY OF AUBURN, BARROW COUNTY, GEORGIA  
SCALE: 1"=50'

Land Development Surveyors, Inc.  
P.O. BOX 2050  
DALLAS, GA 30319  
(470) 651-8206  
LDSURVEYS@GMAIL.COM  
COA LSP00032







**MAYOR**  
Rick E. Roquemore

**CITY ADMINISTRATOR**  
Michael E. Parks

**CITY COUNCIL**  
Taylor J. Sisk  
Jamie L. Bradley  
Joshua Rowan  
Johnathen Eggleston

**AGENDA ITEM: 3**

**TO:** Mayor and Council

**FROM:** Michael Parks  
City Administrator

**DATE:** March 26, 2026

**PURPOSE:** This Memorandum of Understanding (MOU) establishes a mutual agreement between the City of Winder and the City of Auburn to collaborate on protecting their respective Supervisory Control and Data Acquisition (SCADA) and Operational Technology (OT) in reference to the joint reservoir project.

**BACKGROUND:** The City of Auburn and the City of Winder have entered into a joint agreement use of the water in the reservoir located in Auburn. The SCADA and OT system monitors the flow of the water and other critical measures. This MOU is the beginning step toward receiving and implementing information technology for cybersecurity controls as required by EPD regulations.

**RECOMMENDATION:** To approve the Memorandum of Understanding with the City of Winder

**FUNDING:** N/A

**ATTACHMENTS:** MOU – City of Winder

# Memorandum of Understanding

Cybersecurity Cooperation for SCADA and OT Systems



Revision:	2025-1
Point of Contact:	Cybersecurity Delegate
File Name:	City-of-Winder-Auburn-Cybersecurity-Water-MOU.pdf
Classification:	Controlled Security Sensitive

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## 1. Purpose

This Memorandum of Understanding (MOU) establishes a mutual agreement between the City of Winder ("Provider A") and the City of Auburn ("Provider B") to collaborate on protecting their respective Supervisory Control and Data Acquisition (SCADA) and Operational Technology (OT).

## 2. Background

Provider A and Provider B operate separate water utility systems within Georgia but share critical infrastructure dependencies. To support operational continuity and efficiency, they maintain a data connection between their SCADA environments at Purdue Model Layer 1 (Process Level).

The connection introduces a shared cybersecurity risk. Under the Purdue Model, Layer 1 should remain physically and logically segmented to prevent lateral threats. The connection violates the data diode principle by allowing communication between the respective industrial control systems at a level intended only for local process control. As a result, both systems become mutually exposed to cybersecurity incidents originating in either environment.

## 3. Principles of Cooperation

Provider A and Provider B agree to:

- Apply minimum cybersecurity standards as defined by **NIST SP 800-53** and **NIST SP 800-82**
- Segment networks according to the **Purdue Enterprise Reference Architecture (PERA)**
- Treat the connection as a mutual risk requiring joint controls
- Restrict traffic across the connection to a single, inventoried device on each end of the connection
- Restrict traffic across the connection to Allen-Bradley-specific protocols
- Implement **defense-in-depth**, including monitoring, segmentation, and access controls
- Comply with all applicable state and federal cybersecurity regulations for water operators

## 4. Areas of Cooperation

### 4.1 Framework Alignment

Provider A and Provider B agree to adopt the **NIST Cybersecurity Framework (CSF)** and apply relevant security controls from NIST SP 800-53 and 800-82.

Provider A and Provider B agree to document and share their implementation of the Purdue Model architecture and ICS segmentation with the other party within two weeks of any change.

### 4.2 Risk Management

Provider A and Provider B agree to jointly manage and mitigate the cybersecurity risks associated with the connection with technical and administrative controls.

#### 4.2.1 Protocol Restrictions

Provider A and Provider B agree to limit connection data traffic to protocols commonly used by Allen-Bradley (Rockwell Automation) industrial control systems, including:

- EtherNet/IP (CIP)

- DF1
- DeviceNet
- ControlNet
- Modbus (legacy-only, with mutual approval)

Provider A and Provider B agree to block all other IT protocols, such as:

- HTTP/HTTPS
- FTP/SFTP
- SMB/CIFS
- DNS
- ICMP
- Any non-industrial protocols

Provider A and Provider B agree to use **deep packet inspection (DPI)** and **protocol whitelisting** to enforce protocol restrictions.

#### 4.2.2 Flow Control and Access Limitation

Provider A and Provider B agree to:

- Apply NIST **AC-4** and **AC-17** aligned access technical and administrative controls to limit who and what can communicate through the interface
- Maintain segmentation between ICS and IT environments
- Prevent unauthorized cross-network traffic using firewalls and VLANs

#### 4.2.3 Logging and Monitoring

Provider A and Provider B agree to:

- Enable logging of all connection traffic (per NIST **AU-6** and **SI-4**)
- Retain logs for at least 12 months
- Review logs jointly on a quarterly basis or immediately following an incident

#### 4.2.4 Industrial Security Devices

Provider A and Provider B agree to implement one or more of the following at the connection:

- Industrial firewall
- Data diode emulator
- Unidirectional gateway

These devices must:

- Support deep packet inspection for industrial protocols
- Enforce one-way data flow where feasible
- Log and alert on unauthorized activity
- Be configured in accordance with manufacturer recommendations and NIST guidance

#### 4.2.5 Joint Security Reviews

Provider A and Provider B agree to review and update shared connection controls:

- Annually
- Following significant configuration changes
- In response to evolving threat intelligence

#### 4.3 Incident Response and Coordination

Provider A and Provider B agree to:

- Notify the other provider of cybersecurity incidents that could impact the other provider within 24 hours
- Share incident response and recovery plans when applicable
- Coordinate joint response actions to contain, investigate, and mitigate shared risks

#### 4.4 Threat Intelligence and Vulnerability Disclosure

Provider A and Provider B agree to:

- Share threat intelligence, including **indicators of compromise (IOCs)**, OT vulnerabilities, and risk advisories
- Alert the other provider when vulnerabilities or misconfigurations in the environment could affect the connection
- Safeguard all shared threat data under applicable confidentiality agreements

#### 4.5 Third-party Risk Management

Provider A and Provider B agree to:

- Require third-party vendors with access to SCADA/OT systems to follow the same cybersecurity standards
- Vet and test third-party connections and tools prior to deployment
- Prohibit use of remote access tools unless explicitly authorized, monitored, and segmented

#### 4.6 Training and Exercises

Provider A and Provider B agree to:

- Conduct joint tabletop or live cybersecurity exercises at least once per year
- Include scenarios simulating attacks or misuse of the connection
- Debrief after exercises and integrate findings into incident response plans

### 5. Regulatory Compliance

#### 5.1 Federal Requirements

Provider A and Provider B agree to comply with:

- The **Safe Drinking Water Act (SDWA)**, including Section 1433 as amended by the **America's Water Infrastructure Act (AWIA)**;

- Risk and Resilience Assessments (RRAs)
- Emergency Response Plans (ERPs)
- EPA cybersecurity guidance for the water sector

## 5.2 Georgia State Requirements

Provider A and Provider B agree to comply with:

- **HB 156 (2021)**: Requires reporting of cyber incidents to **GEMA/HS** within 2 hours of notifying any federal agencies
- **GEFA**: Georgia Environmental Finance Authority cybersecurity standards for water utilities
- **Georgia Safe Drinking Water Act** and associated rules (GAC 391-3-5)

## 6. Governance

Provider A and Provider B agree to designate a **Cybersecurity Liaison Officer** who is authorized to:

- Implement this MOU
- Serve as a point of contact for inter-provider coordination
- Participate in biannual reviews
- Propose amendments to address emerging risks

## 7. Term and Termination

This MOU becomes effective upon the final signature and remains in effect until terminated by either provider with 30 days' written notice.

Provider A and Provider B may amend or renew the agreement through mutual written consent.

## 8. Limitations

This MOU reflects mutual understanding and cooperation but does not establish any legally binding obligation or liability. Provider A and Provider B remain solely responsible for the cybersecurity and compliance of its respective systems.

## 9. Signatures

For Provider A:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

For Provider B:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

CONTROLLED SECURITY SENSITIVE