

City Council Meeting
City Hall – Council Chambers
September 17, 2026
6:00 PM – Work Session / 7:00 PM – Council Meeting

WORK SESSION

Due to the limited number of items, Work Session was cancelled.

OPENING MEETING

Mayor Santini called the Council Meeting to order at 7:00 PM.

Invocation by Council Member Cooley.

Pledge of Allegiance led by Council Member Cordell.

The City Council met in a Regular Session with Matthew J. Santini, Mayor, presiding, and the following present: Kari Hodge, Council Member Ward One (via phone); Jayce Stepp, Council Member Ward Two; Cary Roth, Council Member Ward Three; Calvin Cooley, Council Member Ward Four; Gary Fox, Council Member Ward Five; Alyssa Cordell, Council Member Ward Six; Dan Porta, City Manager; Julia Drake, City Clerk; and Keith Lovell, City Attorney.

COUNCIL MEETING MINUTES

1. September 3, 2026

Council Member Cordell made a motion to approve the minutes of September 3, 2026, City Council Meeting. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

Council Member Cooley made a motion to add one (1) item to the agenda. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

CONTRACTS/AGREEMENTS

2. Certificate of Dedication and Maintenance Agreement for Bexley Square, Phase One

Keith Lovell, City Attorney, stated this was a routine dedication of water to the City for Phase One of this project and was recommended for approval by the Mayor and City Council.

Council Member Fox made a motion to approve the Certificate of Dedication and Maintenance Agreement for Bexley Square, Phase One. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

3. Recreation Center Parking Lot Additions

Dan Porta, City Manager, stated Stephenson Engineering has submitted a proposal to survey the four new properties on Douglas Street and prepare the civil engineering plans so we can move forward with

the additional parking lots that will be needed for our new Recreation Center. Approval was recommended of this agreement with Stephenson Engineering.

Council Member Roth made a motion to approve the Recreation Center Parking Lot Additions. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 6-0

4. Concrete/Footing Contract and Cellular Grouting at Public Works

Freddy Morgan, Assistant City Manager, stated Public Works plans to construct two buildings at the City-owned property located at 4 Cook Street: an approximately 40' x 200' vehicle storage shed and a 3,600-square-foot warehouse for temperature-sensitive equipment. Public Works received three quotes for the concrete and footing work, with John Pruitt Concrete submitting the lowest combined quote at \$82,940.00 (\$17,550.00 for the vehicle storage shed and \$65,390.00 for the warehouse). Public Works also received two quotes for specialized cellular grouting beneath the slabs and footings as a precaution against potential sinkhole issues, with Jensen's Pressure Grouting Services submitting the lowest quote at \$62,412.00. The total project cost is \$145,352.00. This is a budgeted project.

Council Member Fox made a motion to approve the Concrete/Footing Contract and Cellular Grouting at Public Works. Council Member Cordell seconded the motion. Motion carried unanimously. Vote: 6-0

5. Georgia Power Encroachment Agreement – CPD Firing Range

Mr. Morgan stated this was a request for approval of a Governmental Encroachment Agreement with Georgia Power for the CPD Firing Range located at 480 Joe Frank Harris Parkway. The agreement allows for encroachment within a Georgia Power easement on the property. Staff recommended approval of the agreement by the Mayor and City Council.

Council Member Cordell made a motion to approve the Georgia Power Encroachment Agreement – CPD Firing Range. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

BID AWARD/PURCHASES

6. SpryPoint Customer Portal Annual Subscription Invoice

Mr. Morgan stated this is a request for approval to pay the annual subscription invoice for the SpryEngage and SpryIDM in the amount of \$38,610.00.

Council Member Fox made a motion to approve the SpryPoint Customer Portal Annual Subscription Invoice. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

7. Meter Site Analyzer Instrument

Chad Prater, Engineering Supervisor, stated the Electric Department is requesting approval to purchase a Meter Site Analyzer Instrument from Tesco, our sole-source provider. This instrument will enable the department to perform a variety of testing in-house, reducing our reliance on third-party

services and associated costs. The total cost of the instrument is \$35,869.31. This purchase is a budgeted expense.

Council Member Fox made a motion to approve the Meter Site Analyzer Instrument. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

8. RTAC Testing and Troubleshooting

Mr. Prater stated the Electric Department is requesting approval to utilize Interconnect Utility Services, a third-party service offered through Electric Cities of Georgia, to test and troubleshoot our non-functional reclosers. The estimated cost of the service ranges from \$78,967.00 to \$90,775.00, with the total expenditure not to exceed \$90,775.00. This is a budgeted expense.

Council Member Fox made a motion to approve the RTAC Testing and Troubleshooting. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

9. Transformer Purchases

Mr. Prater stated approval was recommended to purchase two (2) 1,000 kVA transformers for the Main Street/Erwin Street parking lot area. One transformer will be installed, and the second will be retained as a spare. The Department received four (4) bids for the transformers. Utah Transformer Broker (UTB) was determined to be the lowest responsible bidder based on price.

The total amount to purchase both transformers from UTB is a total cost of \$56,220.00. This purchase was not included in the current budget; however, the expense will be funded through the Electric Fund.

Council Member Fox made a motion to approve the Transformer Purchases. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

Mr. Lovell asked Mayor Santini to ask Council Members to add one (1) additional item to the agenda.

Council Member Fox made a motion to add one (1) additional item to the agenda. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

ADDED ITEM

10. Red Barn Easement Project

Mr. Lovell explained to Mayor and Council that discussions had commenced regarding an access easement at the Red Barn property. This easement would entail a property swap for a 16-foot piece of property for a 20' piece of property, with the City obtaining the larger piece of property. It would be required to advertise this piece of property for four (4) weeks. Approval was recommended to allow Archer and Lovell to advertise the property when necessary.

Council Member Roth made a motion to approve the Red Barn Easement Project. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

BID AWARD/PURCHASES

11. Digester Gearbox Repair

Sidney Forsyth, Water Department Director, stated one of the eight 150 HP Flender gearboxes on the aerobic digesters has failed and requires rebuilding. Cole Technology, Inc. of Atlanta submitted the lowest bid for the repair in the amount of \$67,724.81, compared to a replacement cost of \$166,245.49. Staff recommended approval of the gearbox repair by Cole Technology, Inc. This is a budgeted maintenance item.

Council Member Roth made a motion to approve the Digester Gearbox Repair. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

OTHER

12. Right of Way Deed of Dedication – Silo Pointe at Jackson Farm

Mr. Lovell stated this is also a routine dedication of the right of way off Mission Road to the City for this project and it is recommended by Public Works and City Attorney for approval by the Mayor and City Council.

Council Member Fox made a motion to approve the Right of Way Deed of Dedication – Silo Pointe at Jackson Farm. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 6-0

RESOLUTION

13. Resolution Denying Ante-Litem Notice – Kristy Massengale

Mr. Lovell stated this resolution supports the denial of the ante-litem notice claim submitted on behalf of Kristy Massengale.

Council Member Cordell made a motion to approve the Resolution Denying Ante-Litem Notice – Kristy Massengale. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

Reference Resolution 38-26

ADDED ITEM

14. Tire Products Grant Forms

Mr. Porta stated Cartersville Parks and Recreation is requesting \$222,689.30 through the Tire Products Grant to resurface three playgrounds, two within Dellinger Park, and one within the Sports Complex with recycled tire products to reduce solid waste and provide safer and more cost-effective playground surfacing.

Council Member Cordell made a motion to approve the Tire Products Grant Forms. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

SECOND READING OF ORDINANCES

15. FY2026 Budget Ordinance Amendment

Diana DeSanto, Finance Director, stated after completion of the Fiscal Year 2025–26 close, the budgets for the General Fund, Special Revenue Funds, and SPLOST Fund require amendment. These amendments are part of the City’s annual year-end process and are necessary to ensure compliance with Generally Accepted Accounting Principles (GAAP). The adjustments reflect the changes needed to bring each fund’s budget into balance so that total revenues and any use of fund balance reserves equal total expenditures, consistent with actual year-to-date financial activity.

Council Member Fox made a motion to approve the FY2026 Budget Ordinance Amendment. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 6-0

Reference Ordinance 45-26

MONTHLY FINANCIAL STATEMENT

16. July 2026 Financial Report

Ms. DeSanto reviewed the July 2026 Financial Report and compared the numbers to July 2025.

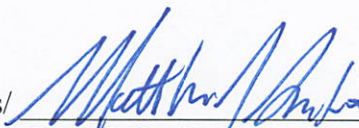
Mayor Santini stated that cause for Executive Session was necessary for the purposes of Potential Litigation and Personnel.

Council Member Stepp made a motion to enter Executive Session. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 6-0

ADJOURNMENT

With no other business to discuss, Council Member Stepp made a motion to adjourn.

Meeting Adjourned at 7:46 PM.

/s/ 
Matthew J. Santini
Mayor

ATTEST: 
/s/ 
Julia Drake
City Clerk

