

The Mayor and Council met for their regular meeting.

Those Present:	John Howard	Mayor
	Larry Bradley	Vice-Mayor
	Lee Malcom	Council Member
	Myoshia Crawford	Council Member
	Norman Garrett	Council Member
	Tyler Gregory	Council Member
	Nathan Little	Council Member
	David Dickinson	Council Member
	Logan Propes	City Administrator
	Beverly Harrison	Interim City Clerk
	Paul Rosenthal	City Attorney
	Russell Preston	City Attorney

Absent:	Charles Boyce	Council Member
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Staff Present:	Danny Smith, Andrew Dykes, Beth Thompson, Rodney Middlebrooks, Brian Thompson, Chris Bailey, Brad Callender, Kaitlyn Stubbs, Sara Shropshire, Les Russell, Paula Wilson, Amylee Hammond, Teri Giles, Hayden Harrison, Caitlin Talford, Sonja Caterina, Eli Yeater, Chloe Juhan
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Visitors:	Dessa Morris, Lisa Parks Ellis, Antonio Ramey, Horice Willis, Terrence Atkism, Roger Hillman, Katie Harms, Clint Jones, Meredith Howard, Kim Jolly, Tara Polson, Shauna Mathias, Clayton Mathias, Julie Sams, Kirklyn Dixon, Chris Hall, Crystal Tollison, Juli Tredwell, Lori Volk, Adriane Brown, Caffrey Russell, Cristena Atkinson, Char Boyce, Johnny Atkinson, Jason Sams, Latasha Jones, Geraldine Reed, Charles Head, Brian Zeis, Eleanor Ehlen
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## I. CALL TO ORDER – JOHN HOWARD

### 1. Invocation

Pastor Horice Willis with the Tabernacle Baptist Church gave the invocation.

### 2. Roll Call

Mayor Howard noted that all Council Members were present, except Council Member Charles Boyce. There was a quorum.

### 3. Approval of Agenda

Add Item 2. Real Estate Issue (s) and Item 3. Legal Issue (s) under Section VI – Adjourn to Executive Session. Remove Item 2 (d). Vines of Monroe Subdivision Appeal under Section IV – New Business.

To approve the agenda as amended.

*Motion by Little, seconded by Malcom.  
Passed Unanimously*

### 4. Approval of Consent Agenda

- a. May 9, 2023 Council Minutes
- b. May 9, 2023 Executive Session Minutes
- c. April 18, 2023 Planning Commission Minutes
- d. April 25, 2023 Historic Preservation Commission Minutes
- e. April 13, 2023 Downtown Development Authority Minutes
- f. April 17, 2023 Downtown Development Authority Minutes
- g. April 13, 2023 Conventions and Visitors Bureau Minutes

To approve the consent agenda as presented.

*Motion by Crawford, seconded by Garrett.  
Passed Unanimously*

**II. PUBLIC FORUM****1. Public Presentations****a. City Hall Graduating Seniors**

Mayor John Howard recognized the two City interns that are graduating and presented them with a gift.

*No Action.*

**b. Students from the University of Liverpool**

Mayor John Howard recognized and introduced the University of Liverpool students, who are visiting through the University of Georgia Global Studies Program.

Ms. Eleanor Ehlen, a representative of the group, discussed the program and their trip.

*No Action.*

**c. Walton Works Presentation**

Ms. Dessa Morris, with the Walton County Development Authority, gave a brief presentation. She stated there are 8,630 new advanced manufacturing jobs coming to the community within the next two and a half years, and they are not just industrial jobs. There are 35 industries located in Walton County. They hosted a Regional Job Fair with 42 companies in April. She discussed the various grants that she has been involved in recently. The Department of Education awarded Monroe Area High School Manufacturing Pathway a SME Prime Grant for \$375,000. The Walton Foundation awarded a total of \$32,165 in grant funds for different programs. She discussed grants from the Northeast Georgia Regional Commission that have been awarded and some that are still in progress. They partnered with the Student Success Alliance to help graduating senior with interviews. She discussed the Externship Program, Community Impact Day & Housing Expo, and Workforce Wednesdays. The best place for someone looking for a job is their website at [www.walton.works/jobs](http://www.walton.works/jobs) or they can call or text Dessa Morris at 770-601-1215.

*No Action.*

**d. Waste and Recycling Workers Week Proclamation**

Mayor John Howard presented the Proclamation for Waste and Recycling Workers Week, June 17 – 23, 2023.

Mr. Danny Smith recognized the employees that were present.

*No Action.*

**2. Public Comments**

Ms. Lisa Parks Ellis, of 117 Norris Street, spoke concerning homelessness. There are many reasons why a person might be homeless. She questioned whether everyone has turned a blind eye to those that are in distress. A situation can change in a blink of an eye, and homelessness can cause mental and physical problems. She discussed where the homeless sleep. She requested for Council to help the homeless; the City of Monroe needs a homeless shelter.

Mr. Antonio Ramey, of 202 South Jackson Street, stated he is a Deacon and Chairman at the Tabernacle Baptist Church. He requested for Council to consider changing the name of South Jackson Street to Daniel Ramey Lane. He explained that Daniel Ramey passed away on November 30, 2022. He was their pastor for 20 years and a proponent for the community. The change would be an honor to his name. The church is the only thing located on the street.

Ms. Geraldine Reed, of 1239 Fairview Drive, discussed affordable housing and the information that she obtained from the Mayor in Madison. She has heard about the GICH Program. She requested for Council to call her. She would like to help in any way that she can, but she does not know where to start. Something needs to be done, because there are too many people that cannot find somewhere to live.

Mr. Charles Head stated he was born and raised in Monroe. He stated the City had discussed having a walking trail along the railroad. He suggested having a trolley that would come from Monroe to Social Circle. He would really like to see that happen.



**III. BUSINESS ITEMS****1. City Administrator Update**

City Administrator Logan Propes stated there was a Community Impact & Housing Expo held on May 27, with over 200 participants. There were 30 homeownership application completed through Habitat for Humanity. He thanked everyone involved in making the event a success. He explained the housing front moves slowly, and there are lots of regulations and zonings that will have to be changed. It is a nationwide issue. Walton County will send the tax digest within the next couple of weeks; the City can then work on setting the millage rate. Hopefully, the City can discuss some type of roll-back. He stated there are around a hundred million dollars' worth of GDOT Projects that are scheduled for Monroe over the next ten years.

Council Member Norman Garrett questioned the City being able to implement something to help homeowners with their taxes.

Mr. Propes explained there is a mechanism that basically freezes the assessment for the primary home of a homeowner; they would pay on the same assessed value each year. That would not apply to the commercial or industrial digest value. Therefore, the commercial and industrial millage rate and taxes would have to go up dramatically each year to compensate for the freeze of the homeowners. Walton County does not have a tremendous amount of commercial and industrial properties, so it would not affect them as much as it would Monroe. He stated it is a balancing act that could be studied. The City of Monroe has no control over the assessments; they are controlled at the County level and are checked by the Georgia Department of Revenue. Mr. Propes agreed that the assessments are high, but the rollback takes the inflationary value that has grown and rolls that value back off of the taxes to equalize the amounts. This must be done equally across the entire tax digest.

**2. Assistant City Administrator Update**

Assistant City Administrator Chris Bailey stated the Terminal Building has been completed; it was built with over \$800,000 in grant funds. The DOT Survey identified 89 obstructions that involve 18 different parcels. Approximately one third of the parcels are owned by the City, and those can be done later this year. The City will work with FAA and DOT on getting grant funding to remove the remainder; it will be a two-to-three-year process. They are waiting on pricing to come in for the guard rail on Marable Street; it will be installed within the next couple of months. The noise signs and parking signs that were requested by DDA have been installed. There has been over 900 feet of sidewalks rehabbed this year. The Request for Bids for the West Spring Street Natural Gas Replacement Project are out. There were approximately 8,000 people at the Flower Festival on May 20. There will be a luncheon on June 22 for Waste & Recycling Workers Week.

**3. Department Requests****a. Utilities: IRU (Indefeasible Right of Use) Agreement**

Mr. Brian Thompson recommended approval of the Indefeasible Right of Usage Agreement with Georgia Network Operations Company, LLC. He explained existing fibers that are owned by the City will be traded to Georgia Network Operations Company, LLC and Georgia Transmission Corporation. The negotiations have been ongoing for several months. He discussed the fiber routes. He requested to use \$250,000 from CIP Funds to construct the agreed upon line and to turn over the six fibers. Ownership of the new construction lines going from Social Circle to Rivian will be split between GNOC and the City. GNOC will reimburse the City of Monroe for the cost of the fiber extensions, provide Monroe with 10 gigs of Direct Internet Access on a diverse route, and Monroe will provide GNOC fiber transport to multiple substations. This will give the City a true redundant path. It is a 20-year agreement, which has been reviewed by Peter Floyd from Alston & Bird. He explained the City will be responsible for maintaining the lines.

Mayor, Council, Mr. Propes, and Mr. Thompson discussed the details of the agreement.

To approve the Indefeasible Right of Use Agreement with Georgia Network Operations Company, LLC.

*Motion by Little, seconded by Garrett.  
Passed Unanimously*

**b. Utilities: Easement Acquisition Services for Raw Water Main Replacement**

City Administrator Logan Propes explained his recommendation to purchase an easement at 1125 North Broad Street that is associated with the Raw Water Main Replacement / Extension



for the amount of \$160,000. Property access is needed for the project path and completion. It is necessary to install a pipe for raw water and a pipe for finished water; the pipes will run from the Alcovy River to the Water Plant. The property has been appraised by Crossroads Appraisal Group and coordinated through Primacq Group during the easement acquisition process. He stated the amount fits within the project budget for right-of-way acquisition.

To purchase the easement at 1125 North Broad Street for \$160,000.00.

*Motion by Malcom, seconded by Little.  
Passed Unanimously.*

#### IV. NEW BUSINESS

##### 1. Public Hearings

###### a. Rezone – 414 Davis Street

Mr. Brad Callender presented the rezone request from B-2 and PRD to R-1A at 414 Davis Street. The applicant is requesting the rezone in order to develop two single-family residences on two infill lots. The two infill lots will be access off of Bell Alley and will front on Davis Street. The Planning Commission recommends approval of the rezone request as submitted without conditions.

The Mayor declared the meeting open for the purpose of public input.

Mr. Brian Zeis, with Anjer Construction, spoke in favor of the rezone. He is present to answer any questions.

Ms. Crystal Tollison questioned the rezone and whether it has to go before the HPC.

Mr. Callender answered the rezone request is from B-2 and PRD to R-1A. The rezone will allow the property to be subdivided under the infill lot rule. Two single family residences will be built. He stated the property is not in a Historic District.

Ms. Tollison questioned the house that is currently on the property.

Mr. Callender explained there is an existing single-family structure that was used as a church for many years. The applicant proposes to raze that structure and construct two single-family homes.

There were no other public comments; Mayor Howard declared that portion of the meeting closed.

###### b. Conditional Use – 121 Victory Drive

Mr. Brad Callender presented the application for conditional use of this property to allow a telecommunications tower on a property currently operating as a wholesale and retail sand and gravel hauling business. It is the current location of Georgia Sand and Stone Hauling and Retail Center, which has been located on the property the past few years. Telecommunication towers are conditional uses in the M-1 (Light Industrial / Manufacturing) Zoning Districts. The subject property has been Zoned M-1 since the City adopted Zoning. The proposed telecommunication tower will be 150 feet in height, with potential to have 4 carriers. The site will be fenced and enclosed, with some modest landscaping around the edges. He explained the cell tower must be at least the height of the tower away from any residential structure; and they do comply. The Planning Commission recommends approval of the conditional use request as submitted with the following three (3) conditions. The telecommunication tower shall not be taller in height than described in the Conditional Use application and supporting documents. The developer shall submit a Structural Tower Analysis with the building permit application. The analysis shall be signed and sealed by a professional structural engineer licensed in the State of Georgia. The analysis shall include a structural analysis, drawings, calculations, and supporting documentation that includes the following: Tower height and design, including technical, engineering, and other pertinent factors governing selection of the proposed design. A cross-section of the tower structure shall be included. Total anticipated capacity of the structure, including number and types of antennae which can be accommodated on the tower. Evidence of structural integrity of the tower structure. Failure characteristics of the tower and demonstration that site and setbacks are of adequate size to contain debris. The developer shall provide satisfactory evidence that FAA, FCC, and any other appropriate State review authority requirements for the proposed tower are met or that the tower is exempt from those regulations with the building permit application.



The Mayor declared the meeting open for the purpose of public input.

Ms. Katie Harms, with Atlas Tower 1, LLC, spoke in favor of the conditional use. The tower will be able to fit four carriers; the top carrier will be AT&T. She explained the tower will help to bring better coverage to the area for any type of carrier.

Ms. Latasha Jones stated that her parents live on the property; it is their retirement home. She is a Navy Veteran and has also worked for NASA, so she is very familiar with RF. She discussed how radiation works. She would not have put her parents in front of an antenna tower. She requested for Council not to approve the conditional use, and to do more research on the effects of radiating in a residential area.

There were no other public comments; Mayor Howard declared that portion of the meeting closed.

## 2. New Business

### a. Rezone – 414 Davis Street

To approve the rezone without conditions.

*Motion by Dickinson, seconded by Gregory.  
Passed Unanimously.*

### b. Conditional Use – 121 Victory Drive

Council Member Tyler Gregory questioned whether there is any information on radiation.

Mr. Brad Callender stated it is nonionized radiation; it basically works like a microwave. He believes it will be replacing what is on top of the Water Tower, which is approximately a quarter of a mile away from this location.

City Attorney Paul Rosenthal discussed the Federal Telecommunications Act from the mid 90's; it concerned local governments trying to completely exclude cell towers. Federal Law preempts that from happening. Cell towers cannot specifically be excluded from areas where the City Ordinances allow them under certain guidelines and structures. Based upon Mr. Callender's representation, the applicant has complied with those guidelines. He stated the issue to be considered is whether it is an appropriate use under the City Zoning Ordinance.

Vice-Mayor Larry Bradley questioned whether this will be replacing what is on top of the Water Tower.

Mr. Callender answered that to be his understanding.

Ms. Katie Harms stated it is not a relocation, but T-Mobile could move over to their tower.

To approve the conditional use as submitted subject to the following three (3) conditions: The telecommunication tower shall not be taller in height than described in the Conditional Use application and supporting documents. The developer shall submit a Structural Tower Analysis with the building permit application. The analysis shall be signed and sealed by a professional structural engineer licensed in the State of Georgia. The analysis shall include a structural analysis, drawings, calculations, and supporting documentation that includes the following: Tower height and design, including technical, engineering, and other pertinent factors governing selection of the proposed design. A cross-section of the tower structure shall be included. Total anticipated capacity of the structure, including number and types of antennae which can be accommodated on the tower. Evidence of structural integrity of the tower structure. Failure characteristics of the tower and demonstration that site and setbacks are of adequate size to contain debris. The developer shall provide satisfactory evidence that FAA, FCC, and any other appropriate State review authority requirements for the proposed tower are met or that the tower is exempt from those regulations with the building permit application.

*Motion by Dickinson, seconded by Bradley.  
Voting no Garrett.  
Passed 6-1.*

### c. FY2022 Audited Financial Statements (ACFR)

Finance Director Beth Thompson recognized Sonja Caterina, Hayden Harrison, Caitlin Talford, Paula Wilson, and Chere Day for their hard work and help each day in the Finance Department.



She introduced Mr. Ryan Jones with Mauldin & Jenkins to present the 2022 Annual Comprehensive Financial Report (ACFR), with the final audit numbers; and the request to approve the FY2022 Audited Financial Statements.

Mr. Ryan Jones presented highlights from the FY2022 Audit. He discussed the Auditor’s Discussion & Analysis, which is a summary of the audit results, stating the audit went smoothly. He explained that they rendered an unmodified audit report, meaning a clean opinion of the audit for the year ending December 31, 2022. He commended the City of Monroe for going above and beyond what is required by State Law in preparing and reporting the Annual Comprehensive Financial Report. The City should be proud for receiving an award each year from the Government Finance Officers Association for the ACFR. He stated that Ms. Thompson and the finance staff were very cooperative and transparent getting them everything they needed so the audit could be completed in an official, effective, and timely manner. He discussed the implementation of GASB 87, which concerns reporting of long-term lease liabilities and lease receivables. There were a couple of audit findings, which were basically clerical accounting errors. There were audit adjustments for lease receivables that were not identified and a material adjustment that had to be posted in the Forfeited Drug Fund. He discussed some of the new standards, which will be changing for 2023.

Mayor, Council, Ms. Thompson, and Mr. Jones discussed the findings, audit adjustments, and GASB 84 in detail.

To approve the FY2022 Audited Financial Statements.

*Motion by Gregory, seconded by Little.  
Passed Unanimously.*

**d. Vines of Monroe Subdivision Appeal**

*Removed from agenda.*

**e. Appointments (6) – Development Impact Fee Advisory Committee**

Mr. Brad Callender explained adoption of Impact Fees requires for municipalities to establish a Development Impact Fee Advisory Committee. The committee is required to be composed of not less than five (5) and not more than ten (10) members, with at least 50% of the members representing the development, building, or real estate industries. A total of five (5) Monroe citizens, which comply with the required criteria, have been identified to serve on the committee.

To appoint Carole Queen, Clairissa Pequignot, Chad Draper, Nathan Farmer, and Jennifer Mata to the Development Impact Fee Advisory Committee.

*Motion by Dickinson, seconded by Gregory.  
Passed Unanimously.*

**f. Discussion – Change South Jackson Street to Daniel Ramey Lane**

Mayor Howard explained that he received a letter from Mr. Tony Ramey requesting the change of South Jackson Street to Daniel Ramey Lane.

Vice-Mayor Larry Bradley questioned whether the Post Office has to do anything.

City Administrator Logan Propes stated there are several steps that will have to be taken. The Post Office will have to be notified, but they do not have to give approval. The motion would be to start the official process of changing a street name.

To start the official process of changing South Jackson Street to Daniel Ramey Lane.

*Motion by Dickinson, seconded by Crawford.  
Passed Unanimously.*

**V. DISTRICT ITEMS**

**1. District Items**

Council Member Lee Malcom stated the City crews do an amazing job cleaning up the litter, but requested for the County to be contacted about helping with the litter on the outlying streets.

Council Member Norman Garrett questioned whether power and water will be installed at Mathews Park.



Mr. Chris Bailey explained the City is trying to keep the park in a sun up to sun down time frame. It is hard to maintain water usage with a small staff. Anyone having an event on the weekends can reach out to the City, and the City will work with them. The goal is to have power and water, but it will take time.

City Administrator Logan Propes discussed coming up with a facilities rental program, to more efficiently rent the spaces. Security of the power and water would be a part of that; it would give some accountability.

Council Member Tyler Gregory congratulated the Accounting Department on another great audit. He thanked Danny Smith for his help with a neighbor.

## 2. Mayoral Update

Mayor John Howard stated Mathew McClung has been with the Police Department for 21 years. The City of Monroe has been named a Tree City again. He thanked everyone involved with the Community Impact Day. The next group from the UGA Global Studies Program will be coming on July 4 from Africa. The City received the Official Notice to Proceed from GDOT for the truck route. The Northeast Georgia Regional Council named Logan Propes as the Local Administrator of the Year.

## VI. EXECUTIVE SESSION

*Motion by Malcom, seconded by Gregory.  
Passed Unanimously.*

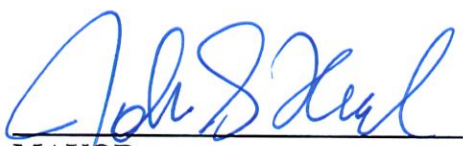
## RETURN TO REGULAR SESSION

To enter into a real estate purchase contract with H. M. Arnold Properties, Inc. to purchase approximately 1.72 acres located at 216 Davis Street, Monroe, Tax Parcel M16-130 and approximately 1.56 acres located at 524 South Madison Avenue, Monroe, Tax Parcel M17-105 with the following terms: Purchase Price shall be \$950,000.00 total for both parcels. City shall have a 150-day due-diligence inspection period, including the right to appraise, survey, and complete environmental testing of the property. Closing to occur within 60 days after due-diligence is completed. Earnest Money shall be in the amount \$10,000.00 and is fully-refundable through the due-diligence period. Standard terms and conditions of commercial real estate purchase contract to be drafted and approved by the City Attorneys. The Mayor and City Administrator shall be authorized to sign any and all documents necessary to effectuate the purchase, including, but not limited to, the Purchase and Sale Agreement and any and all documents at Closing to consummate the same. Funds to purchase this property shall be allocated from the City's available ARPA funds.

*Motion by Malcom, seconded by Dickinson.  
Voting no Garrett, Crawford.  
Passed 5-2.*

## VII. ADJOURN

*Motion by Malcom, seconded by Little.  
Passed Unanimously.*

  
MAYOR

  
INTERIM CITY CLERK

The Mayor and Council met for an Executive Session.

Those Present:	John Howard	Mayor
	Larry Bradley	Vice-Mayor
	Lee Malcom	Council Member
	Myoshia Crawford	Council Member
	Norman Garrett	Council Member
	Tyler Gregory	Council Member (via phone)
	Nathan Little	Council Member
	David Dickinson	Council Member
	Logan Propes	City Administrator
	Beverly Harrison	Interim City Clerk
	Paul Rosenthal	City Attorney
	Russell Preston	City Attorney

Absent:	Charles Boyce	Council Member
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Staff Present:

**I. Call to Order – John Howard**

**1. Roll Call**

Mayor Howard noted that all Council Members were present, except Council Member Charles Boyce. There was a quorum.

**II. Legal Issue (s)**

**1. Legal Matter Matter**

Legal matters were discussed, including attorney-client discussions.

To enter into a real estate purchase contract with H. M. Arnold Properties, Inc. to purchase approximately 1.72 acres located at 216 Davis Street, Monroe, Tax Parcel M16-130 and approximately 1.56 acres located at 524 South Madison Avenue, Monroe, Tax Parcel M17-105 with the following terms: Purchase Price shall be \$950,000.00 total for both parcels. City shall have a 150-day due-diligence inspection period, including the right to appraise, survey, and complete environmental testing of the property. Closing to occur within 60 days after due-diligence is completed. Earnest Money shall be in the amount \$10,000.00 and is fully-refundable through the due-diligence period. Standard terms and conditions of commercial real estate purchase contract to be drafted and approved by the City Attorneys. The Mayor and City Administrator shall be authorized to sign any and all documents necessary to effectuate the purchase, including, but not limited to, the Purchase and Sale Agreement and any and all documents at Closing to consummate the same. Funds to purchase this property shall be allocated from the City’s available ARPA funds.

*Motion by Malcom, seconded by Dickinson.  
Voting no Garrett, Crawford.  
Passed 5-2.*

**III. Real Estate Issue (s)**

**1. Real Estate Matter**

Real Estate matters were discussed, including attorney-client discussions.


**IV. Personnel Issue (s)**

**1. Personnel Matter**

Personnel matters were discussed, including attorney-client discussions.

**V. Adjourn to Regular Session**

*Motion by Little, seconded by Crawford.  
Passed Unanimously.*

  
MAYOR

  
INTERIM CITY CLERK