

MAYOR AND COUNCIL MEETING

DECEMBER 12, 2023

6:00 P.M.

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     |
|                | Charles Boyce    | 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: | Norman Garrett | Council Member |
|---------|----------------|----------------|

Staff Present: Danny Smith, Jeremiah Still, R.V. Watts, Curtis Pounds, Beth Thompson, Rodney Middlebrooks, Mike McGuire, Chris Bailey, Brad Callender, Kaitlyn Stubbs, Les Russell, Chris Croy

Visitors: Shauna Mathias, Clayton Mathias, Vince Kamin, Wendy Kamin, Brian Jernigan, Ferris Hillman, Anquavius Ivey, Donnal Peters, Bean Peters, Neal Jacobs, Mark Schrack, Mitchell Edwards, Suzanne Edwards, Shelby Edwards, Cooper Edwards, Julie Sams, Katrina Anderson, Shannon Broach, Steve Wede, Kirklyn Dixon, Adriane Brown, Nitesh Daroch, Aslam Damani, Abhishak Dhroliya, Carlos Jimenez, Greg Thompson

I. CALL TO ORDER – JOHN HOWARD

1. Invocation

Pastor Hugo Bryan-Porter of Lighthouse World Outreach Center gave the invocation.

2. Roll Call

Mayor Howard noted that all Council Members were present, except for Council Member Norman Garrett. There was a quorum.

3. Approval of Agenda

Add Item 2. Real Estate Issue (s) under Section VI – Executive Session. Add Item 1 (m). Police Retention Bonus under Section IV – New Business.

To approve the agenda as amended.

Motion by Bradley, seconded by Gregory.  
Passed Unanimously

4. Approval of Consent Agenda

- a. November 14, 2023 Council Minutes
- b. October 17, 2023 Planning Commission Minutes
- c. September 26, 2023 Historic Preservation Commission Minutes
- d. October 24, 2023 Historic Preservation Commission Minutes
- e. October 12, 2023 Downtown Development Authority Minutes
- f. October 12, 2023 Conventions and Visitors Bureau Minutes

To approve the consent agenda as presented.

Motion by Bradley, seconded by Little.  
Passed Unanimously

**II. PUBLIC FORUM****1. Public Comments**

No one signed up for public comments.

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

City Administrator Logan Propes wished Rodney Middlebrooks a Happy Birthday and congratulated him on passing the Public Service Commission Audit today with flying colors. The Community Kickoff Meeting will be on Wednesday, December 20 for Codeapalooza. He explained it concerns revamping the structure of the Code of Ordinances to Form Based Codes.

Mr. Brad Callender stated that Council interviews are scheduled for December 18 and 21. The Codeapalooza will be a four-day event in January.

Mr. Propes stated it will be similar to what was done for the Comprehensive Plan. This will set the tone for how the City will grow, develop, look, and feel for the next 30 to 50 years.

**2. Assistant City Administrator Update**

Assistant City Administrator Chris Bailey stated the Bikes, Trikes, & Magical Lights Parade had 3,900 people in attendance on November 16. There were approximately 30,000 people at the Christmas Parade. He thanked all the departments involved with the setup and cleanup.

**3. Department Requests****a. Public Works: Approval – 2024 LMIG Allocation**

Mr. Jeremiah Still requested approval of the project list for the 2024 Local Maintenance and Improvement Grant (LMIG). The City receives these funds for pavement preservation from the State of the Georgia. The grant is for \$261,168.21, with a thirty percent local match of \$60,269.59 that will come from SPLOST Funds. The project list includes Sorrells Street, Cherry Hill Road, East Marable Street, McDaniel Street, Poplar Street, and Pannell Road.

Approval of the 2024 LMIG Allocation as presented.

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

**b. Utilities: Approval – Safety Equipment for Material Handling Truck**

Mr. Rodney Middlebrooks requested approval to allow Altec to install safety equipment to the new material handling truck that was purchased two months ago. A safety guard will be added for the cab and back glass. A heavy-duty bumper with five-ton hooks and a 20,000-pound winch with controls will replace the current bumper. Safety lights, an inverter, and a four-inch rail will also be added. The total amount is \$57,142.26, which will be paid from CIP Funds.

To approve the installation of Altec safety equipment for \$57,142.26.

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

**c. Utilities: Approval – Water Treatment Plant Pump Repair**

Mr. Rodney Middlebrooks requested approval for Tencarva to rebuild the Gould pump at the Water Treatment Plant for \$29,757.00.

To approve for Tencarva to repair the pump for \$29,757.00.

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



**d. Utilities: Approval – GMC Engineering Services Contract**

Mr. Rodney Middlebrooks requested approval of the contract with GMC for engineering of a four-inch high-pressure steel gas main for the new jail site. The recent study by GMC recommends proceeding with a four-inch steel pipeline to serve this new critical firm gas load, while maintaining the current high-pressure. This will serve the new jail site and any future gas loads in the area. The total cost is \$252,485.70, which will come from CIP Funds.

Council Member Nathan Little questioned the total project cost and the amount that will be recouped.

Mr. Middlebrooks explained the initial estimate for engineering was \$2.4 million. Walton County will be paying \$1.5 million, which will basically cover the amount for the two-inch line. The two-inch line will supply them with what they need, but the City has to have the four-inch line for the additional high pressure.

To approve the Engineering Services Contract with GMC for \$252,485.70.

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

City Attorney Paul Rosenthal stated there will be an Intergovernmental Agreement with Walton County for the cost sharing, which will cover the \$1.5 million. The agreement should be back before Council in either January or February.

**e. Utilities: Approval – Purchase of Electric Materials for New Jail**

Mr. Rodney Middlebrooks requested approval to purchase the electrical material needed to install power to the new jail. The estimate from ECG dated September 28, 2023 had the construction costs at approximately \$358,305.00, but the engineers have made design changes since that time. Those changes include a much larger transformer. The City did not receive the plans until December 8. He is requesting approval for the amount not to exceed \$500,000.00 to avoid any delays.

Vice-Mayor Larry Bradley questioned whether the County pays any of this cost.

City Administrator Logan Propes explained it was a choice load situation, where the City bid in order to service the project. The City's proposed rate structure won over Georgia Power.

To approve the purchase of electrical materials for the new jail, with the amount not to exceed \$500,000.00.

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

**IV. NEW BUSINESS****1. New Business****a. Application – Beer & Wine Package Sales – Monroe Mini Mart**

To approve the application.

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

**b. Application – Beer & Wine Package Sales – Jack Peters Grocery**

To approve the application.

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

- c. Application – Spirituous Liquors and Beer & Wine On-Premise Consumption – Le Gabrielle Crepes and Waffles

Mr. Carlos Jimenez discussed his history with Monroe and learning to cook.

To approve the application.

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

- d. Appointments (2) – Downtown Development Authority & Convention & Visitors Bureau Authority & Urban Redevelopment Agency

To reappoint Clayton Mathias to a three (3) year term to expire December 31, 2026.

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

To reappoint Andrea Gray to a three (3) year term to expire December 31, 2026.

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

- e. Approval – 2024 Budget Resolution

Finance Director Beth Thompson explained the 2024 Citywide Budget amount is \$77,438,206, which is a decrease of five percent over the current 2023 Budget. This also includes the Capital Budget of \$19,836,691.

Council Member Tyler Gregory thanked Beth, Logan, and the Department Heads for working so hard on the budget.

To approve the resolution as presented.

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

*Council Member Tyler Gregory recused himself.*

- f. RDF CDBG – Architectural Firm Selection

Mr. Chris Bailey recommended awarding the 2024 Community Development Block Grant Preliminary Architectural Report, Design Services, and Construction Administration to E+E Architecture. This will be for the 2024 CDBG architectural design and construction administration portion of the potential project associated with the Redevelopment Fund (RDF) Grants.

To award the 2024 CDBG Architectural Design and Construction Administration associated with the Redevelopment Fund (RDF) to E+E Architecture.

*Motion by Malcom, seconded by Bradley.  
Abstaining: Gregory.  
Passed.*

*Council Member Tyler Gregory recused himself.*

- g. 2024 CDBG – Grant Writing and Administration Services Selection

Mr. Chris Bailey recommended awarding the 2024 Community Development Block Grant Writing / Administrative and Related Grant Services to Allen-Smith Consulting. This will be for the 2024 CDBG application and grant writing portion of the grant application process and administration of the potential project.

To award the 2024 CDBG Writing / Administrative and Related Grant Services to Allen-Smith Consulting.

*Motion by Dickinson, seconded by Malcom.  
Abstaining: Gregory.  
Passed.*



*Council Member Tyler Gregory recused himself.*

**h. 2024 CDBG – Engineering Firm Selection**

Mr. Chris Bailey recommended awarding the 2024 Community Development Block Grant Preliminary Engineering Report, Design Services, and Construction Administration Services to Hofstadter & Associates. This will be for the 2024 CDBG preliminary engineering and design portion of the construction process of the potential project.

To award the 2024 CDBG Preliminary Engineering and Design of the Construction Process to Hofstadter & Associates.

*Motion by Little, seconded by Crawford.  
Abstaining: Gregory.  
Passed.*

**i. Discussion – Embrace Civility**

Mayor Howard stated Embrace Civility is part of Georgia Municipal Association and approximately a third of the municipalities have joined to be a City of Civility. Mr. Freddie Broome with GMA will be coming to the meeting next month.

*No Action.*

**j. Adopt – 2024 Council Meeting Schedule**

To adopt the calendar as presented.

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

**k. Adopt – 2024 Planning Commission Schedule**

To adopt the calendar as presented.

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

**l. Adopt – 2024 Historic Preservation Commission Schedule**

To adopt the calendar as presented.

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

**m. Police Retention Bonus**

Vice-Mayor Larry Bradley recommended awarding all sworn officers a \$1,000.00 retention bonus to be paid before the end of this year; funds will come from the American Recovery Plan.

Council Member Tyler Gregory questioned the quantity of sworn officers.

Chief Watts answered Monroe has 57 sworn officers.

To award all sworn officers a \$1,000.00 bonus from the American Recovery Plan.

*Motion by Bradley, seconded by Boyce.  
Passed Unanimously*

**V. DISTRICT ITEMS****1. District Items**

Vice-Mayor Larry Bradley stated this will be his last Council Meeting after 12 years. He stated his appreciation of the other Council Members and recognized the Department Heads.

Council Member Tyler Gregory stated the parade was fantastic and wished everyone a Merry Christmas.

Council Member Nathan Little stated he has served on Council for the last 18 years; it has been an honor and a privilege to serve the people in Monroe. He feels confident going forward that Monroe has a great Council, the best employees, and the Department Heads are great.

Council Member David Dickinson stated that he personally appreciates what Nathan and Larry have done for the City of Monroe. They have done some amazing work. He thanked them for their service.

**2. Mayoral Update**

Mayor John Howard stated that Brian Thompson will be retiring officially at the end of the year; he has been with the City for decades. Leigh Ann Aldridge's last day will be January 5. He stated that Norman Garrett is the best person that he has ever seen at networking at events and will show the power of a vote. Nathan Little was on the Water, Light, & Gas Commission; he ran for Council when the City took it over. Larry Bradley leads and serves by faith; his decisions are heart felt and biblically related.

**VI. EXECUTIVE SESSION**

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

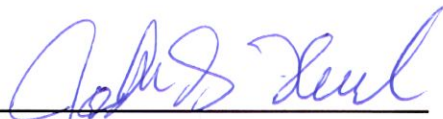
**RETURN TO REGULAR SESSION**

To approve the IGA between the City and Walton County Development Authority exchanging real property concerning the Piedmont Parkway Extension.

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

**VII. ADJOURN**

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

  
MAYOR

  
INTERIM CITY CLERK

The Mayor and Council met for an Executive Session.

Those Present:

John Howard  
Larry Bradley  
Lee Malcom  
Myoshia Crawford  
Charles Boyce, IV  
Tyler Gregory  
Nathan Little  
David Dickinson  
Logan Propes  
Beverly Harrison  
Paul Rosenthal

Mayor  
Vice-Mayor  
Council Member  
Council Member  
Council Member  
Council Member  
Council Member  
Council Member  
City Administrator  
Interim City Clerk  
City Attorney

Absent:

Norman Garrett

Council Member

Staff Present:

**I. Call to Order – John Howard**

**1. Roll Call**

Mayor Howard noted that all Council Members were present. There was a quorum.

**II. Legal Issue (s)**

**1. Legal Matter**

Legal matters were discussed, including attorney-client discussions.

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

**1. Real Estate Matter**

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

To approve the IGA between the City and Walton County Development Authority exchanging real property concerning the Piedmont Parkway Extension.

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

**IV. Adjourn to Regular Session**

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

  
MAYOR

  
INTERIM CITY CLERK