

The Mayor and Council met for a called meeting.

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

Staff Present: Danny Smith, Jeremiah Still, R.V. Watts, Andrew Dykes, Beth Thompson, Brian Thompson, Rodney Middlebrooks, Patrick Kelley, Chris Bailey, Sadie Krawczyk, Brad Callender

Visitors: Sharon Swanepoel, Denise Etheridge, Aiden Rainey, Stacey Rainey, Gene Benton, Julie Sams, MK Dopp, Reagan May, Eugene Rawl, Lily Eubanks, Abby Wright, Noah Hicks, Jim Wilson, Christine Rojas, Shauna Mathias, Marilyn Hall

**I. CALL TO ORDER – JOHN HOWARD**

**1. Roll Call**

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

**2. City Administrator Update**

City Administrator Logan Propes stated all of the departments have been very busy with interest in commercial, residential, and industrial prospects. The City was awarded \$400,000 for Right-of-way Acquisitions for the Transportations Alternative Project, which is on North Broad, East Highland, and North Lumpkin. He explained the City will apply for the construction funding next; the construction grant will be for a couple million dollars. There has been a lot of interest in the Blaine Street Development; the request for proposal will go out the first quarter of next year. Water damage repairs are being done at the old Police Department building; it will be rereleased for the request for proposal in the first quarter. The Downtown Green will be put out for bid late in the first quarter, and the Utility Department will be working on the underground electric in the meantime. He stated that staff is working on the Comprehensive Plan, the Parks Master Plan, Water Hydrology, and some pavement grading in Streets.

**3. Central Services Update**

Mr. Chris Bailey explained the Plaza Shopping Center Project is delayed, due to waiting on a metal roof cap. The exterior has been painted and the lighting has been picked out; the project should be completed by yearend, minus the roof cap. The report for the old Police Department building came back with very low levels but is in the process of the remediation repair. He stated there were about a dozen volunteers for the Cleanup Event; there was a little more than 800 pounds collected, not counting a trailer load of tires collected by Mr. Gregory. The 2020 CDBG Stormwater Project is ongoing. He discussed some of the projects done in 2021, which total between eight and nine million dollars' worth of projects, minus the Police Department.

**II. PUBLIC PRESENTATION**

**1. Comprehensive Plan Presentation**

Ms. Marilyn Hall, with Hall Consulting, gave a brief overview of the Public Engagement Activities surrounding the Comprehensive Plan. Next week, she will discuss in more detail what the Plan is and what it is not, and it will be the official Public Hearing required by the Department of Community Affairs. A Comprehensive Plan is a blueprint to guide growth, which will provide the basis to make future zoning and capital facilities decisions. It is a 20-year Plan



that is required to be updated every five years in order to maintain a Qualified Local Government Status to be eligible for State Grant Funding. She discussed the three Community Engagement Workshops. The goal of the Vision Workshop is to develop a vision for the City, to show where the City wants to be in 20 years and what it wants to look like. The survey results from the University of Georgia Institute of Government will be used as a foundation to build upon. The developed vision will be presented at the Community Strategic Framework Workshop. The Open House will have stations to represent the issues, opportunities, things that have been identified, and the policies and strategies to address the issues and opportunities. Questions will be answered and feedback will be taken. The Open House will be one of the final opportunities for the community to provide input before the draft of the final Plan is sent to the Regional Commission and the Department of Community Affairs. She explained there are also Community Outreach Opportunities and Engagement Strategies located on the website [www.monroe-compplan.com](http://www.monroe-compplan.com). This is a preview; the official kickoff will be a week from tonight. There will be a Steering Committee and Stakeholder Interviews to ensure a diverse representation of the community. The first Public Hearing will be a week from today and the final Public Hearing will be a Transmittal Hearing that will be held on April 12. Ms. Hall reviewed the Comprehensive Plan Timeline.

### III. COMMITTEE INFORMATION

#### 1. Finance

##### a. Monthly Finance Report

Ms. Beth Thompson presented the monthly Finance Report. She explained the Finance Department has started gearing up for the yearend audit. Mauldin and Jenkins will be at the City on January 3 for an initial meeting to go over internal controls and to get the audit started. They will be back for two weeks in February to do their field work. She gave a quick overview of the Transparency tool that has been implemented.

#### 2. Airport

##### a. Monthly Airport Report

Mr. Chris Bailey presented the monthly Airport Report. November had the highest number of transactions and the most fuel sold since August of 2015. The cost of fuel will be going up approximately twenty cents starting tomorrow. The terminal building will be put out for bid towards the end of December or early January, with the bids coming back to Council in March. The maintenance hangar will be done in tandem with the terminal building and have a small paving portion that will be bid out. The owner will build the hangar and do the site grade work. The 5-Year CIP has been submitted to GDOT. The base aircraft has been updated; it increased for the first time in 20 years, which will help with grant funding.

#### 3. Public Works

##### a. Monthly Solid Waste Report

Mr. Danny Smith presented the monthly Solid Waste Report. The new scales have been installed, and the Transfer Station is open to the public. He encouraged customers to use the blue bin for the Curbside Recycling Program. The Glass Collection must be separated and placed in the 18-gallon bin. He explained the recyclables and the glass go to two different locations. He reviewed the holiday route schedule.

##### b. Monthly Streets & Transportation Report

Mr. Jeremiah Still presented the monthly Streets & Transportation Report. Approximately four miles of roadway has been paved and overlaid throughout the City using LMIG and other grant funds. There has been approximately 1,500 feet of sidewalk rehab done. The Stormwater Department has removed over 5,000 pounds of debris from the storm grates, which reduces the risk of flooding. He stated there has been 432,000 pounds of leaves collected in 2021 and over 1,200 tons of asphalt used for utility cuts alone. The crews have worked over 500 hours on the parades, festivals, and events in Downtown. He bragged on the great group of employees.

##### c. Discussion / Approval – 2022 LMIG Application

Mr. Jeremiah Still requested approval of the project list for the 2022 Local Maintenance and Improvement Grant (LMIG). The City receives these funds from the State of the Georgia for pavement preservation. He explained the bulk of the project list will be to mill and repave the area going to the new shopping center that was messed up during a major waterline project.



There will also be two additional streets at a subdivision off of Ammons Bridge Road. The project list includes deep patching, milling, overlay, and striping on West Marable Street, Nowell Way, Irving Street, Green Street, and Perry Street. There will be .49 lane miles of deep patching and overlay on Lopez Lane and Tigers Way. He explained the grant requires a 30% local match from the City, which will come from SPLOST Funds.

Council Member David Dickinson clarified the total amount will be \$228,116.23, with a 30% match of \$52,642.21 from the City.

The committee recommends to Council approval of the proposed list for the 2022 LMIG.

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

#### 4. Utilities

##### a. Monthly Electric & Telecom Report

Mr. Brian Thompson presented the monthly Electric & Telecom Report. The crews have placed over 35,000 feet of conduit, over 27,500 feet of primary electric cable, and pulled over one mile of 336 overhead wire for the Pavilion Project. They have also installed 15 feed-through cabinets, 12 transformers, 120 elbows and multiple stand off and lighting arrestors. He stated there has been approximately 4,300 manhours spent on the project. The City is the only telecommunications company on site and is providing service to all of the buildings close to getting their CO. The first ductile iron pole has been set for the Town Green. The crews have placed 175,000 feet of underground conduit, 185,000 feet of underground fiber, and over 1,000 pull boxes and pedestals for the FTTX Project. He explained seven transformers were lost within the last couple of months; he is working with suppliers to get replacements. The City is one of three organizations in the nation using Corning's FlexNap design tool and approximately 150,000 feet of GPS located fiber has been done, which should save in design costs.

##### b. Monthly Water, Sewer, & Gas Report

Mr. Rodney Middlebrooks presented the monthly Water, Sewer, & Gas Report. All of the gas mains have been installed for the Highway 186 Project; there is 800 feet of river bore left to be done at Jacks Creek. The meter set is being built for ER Snell. The crews began installing 49-foot on Thurston Snow Road yesterday. The Jacks Creek Wastewater Plant Rehab is moving very slow, due to labor issues. Most of the permits are in for the 30-inch raw water line; it will go out for bid at the first of the year. The Monroe Loganville Water Line is now serving water on a daily basis. The 2022 CDBG kickoff was held last week; the sewer will be replaced on Glen Iris, a section of Bryant, a section of Stowers, and a section of Edwards.

##### c. Dedication of Grand Haven Sewer Pump Station

Mr. Rodney Middlebrooks presented the dedication of ownership to the City from Reliant Homes for the Sewer Pump Station located in the Grand Haven neighborhood. The pump station is built to the City's required specifications, then the developer turns the deeds for the pump station, land, and easement over to the City.

City Administrator Logan Propes explained this is a formality; the plat for Phase 2 and proposed quit claim deed are attached.

The committee recommends acceptance of the Grand Haven Sewer Pump Station Dedication from Reliant Homes to Council.

*Motion by L. Bradley, seconded by Gregory.  
Passed Unanimously.*

#### 5. Public Safety

##### a. Monthly Fire Report

Fire Chief Andrew Dykes presented the monthly Fire Report. They responded to 217 emergency incidents, with five of them being fires of significance. He discussed the impact of COVID to the department. Five of the 217 incidents were suspected cases of COVID and approximately 5% of the calls for the year have been COVID related. The fire loss for October was moderate. There was a very significant fire at Hitachi in November; they are predicting that the City saved them \$19 million. He stated the City had a lot of help from Walton County Fire. The third joint



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live fire training with Walton County Fire was completed at the training facility last night. The annual fire hydrant flow tests are almost complete. The 20-year-old ladder truck is out of service, due to a weld breaking yesterday; technicians will be coming on Thursday. Walton County Fire will assist, so service delivery will not be affected.

**b. Monthly Police Report**

Police Chief R.V. Watts presented the monthly Police Report. The calls for service were down, area checks were up, and Part A Crimes were up. They had the annual Remembrance of Lieutenant Michael Etchison in October. Monroe hosted the GSCP District 9 Meeting on October 20 and the Youth Leadership Walton on October 25. They spoke with the third graders from George Walton on October 27 and had Trunk or Treat with Rivers of Mercy on October 31. He stated from October 15 to November 18 officers took a total of 16 firearms off of the street.

**6. Planning & Code****a. Monthly Code Report**

Mr. Patrick Kelley presented the monthly Code Report. The Code office had 154 inspections, 81 total permits, five new businesses acquired licenses, and eight businesses closed. The Monroe Pavilion is still ongoing; it will be closing out soon, but the dates are tentative. The City Marshals removed 66 signs from the roadway, issued 264 repair / cleanup notices, investigated two utility tampering cases, and issued nine citations. They also completed eight hours of POST training. The Historic Preservation Commission approved five COAs and the Planning and Zoning Commission approved three COAs.

**7. Economic Development****a. Monthly Economic Development Report**

Ms. Sadie Krawczyk presented the monthly Economic Development Report. She discussed the Bicentennial Week Celebrations and the Christmas Parade. The Farm to Table Event was very successful, with \$10,000 being raised. There were 18,059 people with devices downtown all day on December 2. The Historic Resources Survey is being handled by WLA Studio; Phase I is underway at [www.monroega.com/historicsurvey](http://www.monroega.com/historicsurvey). She stated a team of UGA Students will also be surveying a part of the existing districts along Church Street. There are two more Candlelight Shopping evenings on Thursdays.

**8. Parks****a. Monthly Parks Report**

Mr. Chris Bailey presented the monthly Parks Report. There was a groundbreaking at the Town Green, with bids and construction plans for 2022. The bridges have been repaired at Childers Park and Mathews Park. The pond wildlife and dam study for Mathews Park was done in October, but the results and plan to reestablish the lake have not been received yet. The pavilions and restrooms are expected in January; there will be a lot of progress seen in the Spring of 2022.

**IV. ITEMS OF DISCUSSION**

- 1. Public Hearing Rezone / Annexation – 1167 Golfview Terrace and 0 Oakland Ridge**
- 2. Public Hearing Monroe Corridor Commission Appeal – 1000 East Spring Street**
- 3. Public Hearing Comprehensive Plan**
- 4. COA Demolition Appeal – 1238 South Madison Avenue**
- 5. Conditional Use – 611 Davis Street**
- 6. Preliminary Plat Review – River Pointe**
- 7. Preliminary Plat Review – 318 Alcovy Street – Veterans Walk**
- 8. Preliminary Plat Review – 0 Charlotte Rowell Boulevard – Monroe Pavilion**
- 9. Application – Beer & Wine Package Sales – Food Mart Monroe**
- 10. Application – Beer & Wine Package Sales – Publix**
- 11. Appointments (3) – Downtown Development Authority & Convention & Visitors Bureau Authority & Urban Redevelopment Agency**
- 12. 2<sup>nd</sup> Reading – Zoning Ordinance Code Text Amendment #12**
- 13. Approval – 2022 Budget Resolution**
- 14. Resolution – Northeast Georgia Regional Solid Waste Management Plan**
- 15. Adopt – 2022 Council Meeting Schedule**

There was a general discussion on the above items. There was no action taken.



V. ITEMS REQUIRING ACTION

1. Public Hearing

a. 2022 Budget All Funds

Finance Director Beth Thompson presented the summaries of the final budget for the 2022 fiscal year beginning January 1, 2022 and ending December 31, 2022.

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

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

*No Action.*

2. Resolution – Temporary Moratorium of Residential Development Outside of City Core

City Administrator Logan Propes discussed the temporary moratorium on acceptance of applications for Preliminary Plat approvals for Residential Major Subdivisions outside the City Core. He explained the moratorium will allow the City time to get ahead of the various aspects of planning. It will be a temporary six-month moratorium to ensure the City has the available services to provide to any foreseeable developments and homes in the City. The moratorium has been crafted to keep some growth and new housing going during this time, primarily in the general City Core.

Vice-Mayor Larry Bradley stated he supports the intent of the moratorium, but questioned the periphery. He wanted to clarify whether someone with a lot outside of the inner City Core would be able to build a house on their lot.

Mr. Propes answered the moratorium is aimed at Major Subdivisions, which would be more than five residential lots.

City Attorney Paul Rosenthal explained this is only for Major Subdivisions. The intent is to prevent receiving any preliminary plat applications outside of the City Core from now until June 30, 2022. This will allow time for the Comprehensive Plan to be updated and other infrastructure issues to be addressed. Minor subdivisions are exempted from the moratorium.

To approve the resolution as presented.


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

VI. MAYOR’S UPDATE

Mayor John Howard thanked George Walton Academy for attending the meeting. Coach Reach and Monroe Area High School will be celebrating their Region Championship and the Chorus will be here to sing next week. Council Member Gregory’s wife Lauren is due on December 18.

VII. ADJOURN

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

  
MAYOR

  
CITY CLERK