

The Mayor and Council met for their regular meeting.

Those Present:	John Howard	Mayor
	Lee Malcom	Vice-Mayor
	Myoshia Crawford	Council Member
	Charles Boyce	Council Member
	Julie Sams	Council Member
	Adriane Brown	Council Member
	Tyler Gregory	Council Member
	Greg Thompson	Council Member
	David Dickinson	Council Member
	Logan Propes	City Administrator
	Beverly Harrison	Interim City Clerk
	Paul Rosenthal	City Attorney
	Russell Preston	City Attorney

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

Visitors: Ned Butler, Buster Brown, Freddie Broome, Merilyn Hall, Bobby Sills, Amylee Hammond, Nekeshia Ward

I. CALL TO ORDER – JOHN HOWARD

1. Invocation

Buster Brown, with Annie Mary Baptist Church, gave the invocation.

Council Member David Dickinson stated that Mr. Robert Knox, with the Georgia Municipal Association, passed away on January 4.

2. Roll Call

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

3. Approval of Agenda

To approve the agenda as presented.

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

4. Approval of Consent Agenda

- a. December 12, 2023 Council Minutes
- b. December 12, 2023 Executive Session Minutes
- c. November 16, 2023 Planning Commission Minutes
- d. November 28, 2023 Historic Preservation Commission Minutes
- e. November 9, 2023 Downtown Development Authority Minutes
- f. November 9, 2023 Conventions and Visitors Bureau Minutes

To approve the consent agenda as presented.

*Motion by Crawford, seconded by Malcom.
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 explained Codeapalooza is a follow-up to the Comprehensive Plan Update that was done in 2022. The structure for the Code of Ordinances will be changing to Form Based Codes. There will be some robust public education, while getting public feedback. It will be an interactive series that will be hosted by a consultant. The opening presentation will be on January 17 at City Hall, January 18 at the Wayfarer, January 19 at Team Up Mentoring, and will close out on January 20 at City Hall.

Mr. Brad Callender stated that all of the meetings are open to the public. He encouraged everyone to attend. There are also Zoom options available for anyone unable to attend.

Mr. Propes stated it is ultimately about preserving and enhancing the character of the City. The 2023 year was great for Downtown and the Central Business District; there were 2.1 million visits for shopping and dining that lasted approximately 91 minutes. The Monroe Pavilion hosted 2.6 million visits.

2. Assistant City Administrator Update

Assistant City Administrator Chris Bailey stated the City has received a lot of calls due to the rain overnight. The rain has caused most of the leaves to be relocated, and the Solid Waste routes are behind schedule. There is supposed to be more rain on Friday. In October the Extra Special People Fall Fest will be at the Airport in Monroe for the second year. Leaf season goes through the end of February. The City has just received approval from GDOT for the TAP Grant. The Car Show will be on March 16 and the First Friday Concert will be held at the Town Green on May 3.

IV. NEW BUSINESS**1. Public Hearings****a. Conditional Use – 907 Amber Trail**

Mr. Brad Callender presented the application for Conditional Use of this property to allow a Child Care Home at an existing single-family residence. The subject property is currently Zoned R-1 (Large Lot Residential District). The site contains a single-family residence constructed in 2005 and is approximately 2,173 square feet. Child Care Homes are allowed in the R-1 Zoning District as Conditional Uses. Per the Zoning Ordinance definition, a Child Care Home is a facility in a private residence providing for the care, supervision, and protection of children in which the dwelling is occupied by the provider of these services and where no more than six children under 18 years of age are received for group care without transfer of custody for more than four hours and less than 24 hours per day. The applicant's narrative states the intent is to provide child care for no more than six children, ages infant to 12 years old, with hours of operation from 7:00 am to 7:00 pm. The Planning Commission recommends approval of the requested Conditional Use for a Child Care Home, subject to the following conditions: the Child Care Home shall operate as described in the applicant's narrative and shall not provide care to more than six children at any time; and if the property is transferred to a new owner (if the property is sold), this Conditional Use approval shall become null and void and shall not transfer to the new owner of the property.

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

Ms. Nekeshia Ward, the property owner, spoke in favor of the Conditional Use. She has been a resident of Walton County for 18 years and has been an educator for 20 years. Her youngest child is now heading off to college.

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

No Action.

b. Impact Fees

Mr. Brad Callender introduced Ms. Marilyn Hall with Hall Consulting.

Ms. Marilyn Hall stated that Mr. Bobby Sills is also present to answer any questions. She gave a presentation on the Capital Improvements Element and Impact Fee Study. She gave a recap of the Comprehensive Plan. The Georgia Development Impact Fee Act (DIFA) was enacted in 1990. Impact fees are one-time fees that are charged to land developers in order to help defray the costs of expanding capital facilities to serve the new growth. DIFA enables local governments to charge new developments a proportionate share of the infrastructure capacity that it requires. DIFA allows limited types of capital improvements to be funded with impact fees. She stated an Ordinance must be adopted, a Capital Improvement Element must be included in the Comprehensive Plan, there must be an Advisory Committee, and there must be two public hearings held. The purpose of an Impact Fee Study is to evaluate the current and future needs of public facilities and services, it analyses the anticipated growth and development patterns in the area, and estimates the additional demands that new development will place on the existing infrastructure. DIFA establishes a specific procedure for adoption and administration of impact fees. She stated impact fees are not for operations; they are for facilities with a life span of 10 years or more. Ms. Hall explained in detail the rules and steps for calculating the fees; she also gave examples. The Maximum Allowable Impact Fees are what can legally be charge as an Impact Fee. The City decides the amount to be charged for the Impact Fees as long as they are equal to or below the Maximum Allowable Impact Fees. She presented examples from other Cities and Counties. Today is the Transmittal Hearing to send the information to the Regional Commission and Department of Community Affairs. The Regional Commission and the Department of Community Affairs will give feedback, which should be in around the end of March. The Capital Improvement Element can be adopted after their feedback has been addressed. The Impact Fee Ordinance can then be adopted and implemented. Tonight is to transmit the information for State review.

Mayor Howard questioned the length of time before the fees can be changed again.

Ms. Hall answered they should be updated every five years.

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. New Business

a. Election of Vice-Mayor

To elect Lee Malcom as Vice-Mayor.

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

b. Conditional Use – 907 Amber Trail

Council Member Greg Thompson questioned whether the facility has to be licensed by the State.

Mr. Brad Callender answered they are required to have the Conditional Use approval so they can get their license from the State.

Council Member Lee Malcom questioned whether it is the State’s responsibility to ensure that they do not exceed six children.

Mr. Callender explained both the City and State limitations are six. If the quantity is violated, it would violate the Conditional Use approval and their State License.

To approve the Conditional Use for a Child Care Home, subject to the following conditions: the Child Care Home shall operate as described in the applicant’s narrative and shall not provide care to more than six children at any time; and if the property is transferred to a new owner (if the property is sold), this Conditional Use approval shall become null and void and shall not transfer to the new owner of the property.

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

c. Discussion – Impact Fees

Council Member David Dickinson stated it is time to do this and the fair way to do it.

To adopt the Resolution to authorize the transmittal of the Impact Fee Study.

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

d. Resolution – City of Civility

Mayor Howard introduced Mr. Freddie Broome, with the Georgia Municipal Association.

Mr. Freddie Broome stated he is the Director of Equity and Inclusion for GMA. He finds ways for people to get along with one another. Embrace Civility is one of their programs, and there are currently 108 Cities participating. He discussed the embraceability of being more civil to each other. It is alright to disagree, but disagree in a civil manner.

To approve the Resolution.

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

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

There were no district items.

2. Mayoral Update

Mayor John Howard discussed the Generational Diversity Chart and the boom in apartments. There will be a Retreat on January 18. Work Force Wednesday will be at the City tomorrow. The opening for Codeapalooza will be next Wednesday. There will be several new Mayors coming to the City tomorrow for an introduction. He stated everyone is affected by breast cancer and requested for everyone to say a prayer when they get home.

VI. EXECUTIVE SESSION

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

RETURN TO REGULAR SESSION

To appoint Mike McGuire as the permanent Director for Telecommunications, operating as a Department Head position under the City Council. The City Administrator is authorized to set the appropriate salary withing the position's pay range.

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

VII. ADJOURN

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


MAYOR
INTERIM CITY CLERK

The Mayor and Council met for an Executive Session.

Those Present:

John Howard
Lee Malcom
Myoshia Crawford
Charles Boyce
Julie Sams
Adriane Brown
Tyler Gregory
Greg Thompson
David Dickinson
Logan Propes
Paul Rosenthal
Russell Preston

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

Staff Present:

I. Call to Order – John Howard

1. Roll Call

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

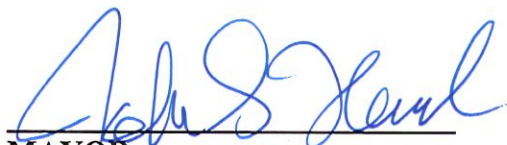
II. Personnel Issue (s)

1. Personnel Matter

Personnel matters were discussed, including attorney-client discussions.

III. Adjourn to Regular Session

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


MAYOR


INTERIM CITY CLERK