

**CITY OF MONROE COUNCIL MEETING  
FEBRUARY 11, 2025 – 6:00 P.M.  
MINUTES DRAFT**

The Mayor and Council met for their regular meeting.

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

Absent: None

Staff Present: Danny Smith, Jeremiah Still, R.V. Watts, Andrew Dykes, Mike McGuire, Rodney Middlebrooks, Brad Callender, Beth Thompson, Chris Bailey, Les Russell, Brian Wilson, Kaitlyn Stubbs, Amylee Hammond, Tad Armistead, Adam Gordon

Visitors: Dale Northcutt, Denise Northcutt, Cindy Palmer, Eva Jernigan, Brain Jernigan, Lynn Hill, Lee Preston, Kelsey Malcom, April Gordon

- I. CALL TO ORDER – JOHN HOWARD 6:00pm**
  - 1. Invocation** – Cindy Palmer from St. Anna’s Catholic Church gave the invocation
  - 2. Roll Call** – Mayor Howard noted that all Council Members were present There was a quorum.
  - 3. Approval of Agenda**—Approval as Submitted

*Motion by Malcom, Seconded by Crawford  
Passed unanimously*

- 4. Approval of Consent Agenda**
  - a. December 19,2024 Historic Preservation Commission Minutes
  - b. December 12, 2024 Downtown Development Authority Minutes
  - c. December 12, 2024 Conventions and Visitors Bureau Minutes

*Motion to approve by Sams, Seconded by Brown  
Passed unanimously*

## **II. PUBLIC FORUM**

### **1. Public Presentation**

- a. Boys & Girls Club Youth of the Year  
Eva Jernigan—recognition for Boys & Girls Club Youth of the Year
- b. YMCA Presentation  
Meredith Greene- Executive Director for the YMCA- update on the new YMCA

### **2. Public Comments—**

- a. American Legion- Dale Northcutt and with Post 64. The American Legion is still going strong. On January 10<sup>th</sup> they celebrated 100 years. Encouraging more veterans to join the legion. Dale gave a certified appreciation presentation to both the City of Monroe and the Monroe Police Department.

## **III. BUSINESS ITEMS**

### **1. City Administrator Update- Logan Propes**

The City has been working with MEAG Power to find a suitable location for a new substation. MEAG has just closed on a property north of the Monroe Pavilion to put a new substation.

### **2. Assistant City Administrator Update- Chris Bailey**

Monroe Monument –weather is not cooperating, attempting for install on Friday but will likely be next week. Continuing the Stormwater Masterplan program and utility talks with Keck and Wood, finalizing the formal utility ordinance. Should have the formal ordinance before council mid-year for review. Fox 5 and Paul Milliken came to downtown and made a visit to the Story Shop. Car show is coming up on March 15<sup>th</sup>.

### **3. Department Reports**

- a. Monthly Central Services Report- Chris Croy- In an effort to improve the cellular service downtown a site visit with AT&T and their engineers was had at the Wayne Street water tower to finalize some of the details for the lease agreement. Hoping to have a lease agreement before council in May.
- b. Monthly Code Report- Brad Callender- Pre-application meetings do not stop, even with sewer moratorium in place. Requests for pre-application meetings are coming in weekly. Two are scheduled for this week for properties not yet developed. Some projects coming up that are based on the form based code form that was recently adopted. Some activity with Planning Commission and Historic Preservation Commission that will come before council tonight.
- c. Monthly Economic Development Report- Brian Wilson—Hotel RFQ is still live and will remain open until April 3<sup>rd</sup>. One official email with an

intention to submit. Facebook page is up to 1700 people. Thirteen business license additions. Four business license deletions.

- d. Monthly Finance Report- Beth Thompson- Finance report is a preliminary December end of the year. Many accruals and entries that will change the numbers. Final numbers will come before council in the next few months. Auditors started field work this week, electronic files started two weeks ago. The City hired an assistant finance director.
- e. Monthly Fire Report- Chief Dykes- Finished up the year 150 calls over our year from 2023.
- f. Monthly Police Report- Chief Watts- Recap of the 2024 year end. Since implementing the traffic unit, the police department conducted 796 traffic stops in downtown, 556 warrants and issued 75 citations. This year, utilization of the motor units downtown. Officers recovered 89 guns off the streets. Ended the year with 27,515 calls, 1,226 arrests and out of that only 58 were use of force.
- g. Monthly Solid Waste Report- Danny Smith- City only reduced waste by about 10%, collected over 14,000 tons of waste. The City collected 1,354 mattresses in 2024. Illegal dumping is starting to pick up.
- h. Monthly Streets & Transportation Report- Jeremiah Still- the City removed over 46,000lbs of debris from the storm drains. Still catching up from the last freeze, it busted a lot of pot holes. Pot holes are being repaired within 24 hours.
- i. Monthly Telecom Report- Mike McGuire- Fiber and telecom continuing on. Still in the process of doing conversions and swaps, about 64% Fiber and 36% cable modems. Getting ready to drops below the 2,000 mark for cable modem customers. Began first installs in the Jax Creek apartment complex. Engineering team identified major problems and had them handled within 24 hours.
- j. Monthly Water, Sewer, Gas & Electric Report- Rodney Middlebrooks- Held pre-construction meetings for upcoming bond projects, but starts dates are in March and April. Shout out to Adam Gordon, went to Perry, Ga to compete in the excavator rodeo and won the state competition and will be going to Chicago to compete.

#### **4. Department Requests**

- a. Utilities: Rowe Road Gas Main Replacement  
Rodney Middlebrooks recommends approval of \$ 220,105 for repairs to the steel mains that have been burned up. The lowest bid came from Southern Pipeline.

*Motion to approve by Thompson (not to exceed 225,000), Seconded by Dickinson  
Passed unanimously*

- b. Utilities: Georgia Grid Resilience Program – Notice of Intent to Award  
Rodney Middlebrooks recommends approval of a 49% match of \$901,853.13  
GEFA will be awarding our application for the electric grant. City will be receiving years 1, 2 and 3. This grant will replace 212 poles, 5.8 miles of old copper wire, 117 transformers. It will serve Alcovy street from Broad St. to the golf course, S Broad St. starting at Wayne St. to Vine St., N Broad St. from Highland and Marable, Mill St., Breedlove Dr. from Alcovy to W. Spring, and then up W. Spring to Bankers Blvd.

*Motion to approve by Thompson, Seconded by Dickinson  
Passed unanimously*

#### **NEW BUSINESS**

##### **5. Public Hearings**

- a. De-Annexation – Highway 78 at Alcovy River (Parcel #C0750160)-  
Brad Callender presented the request for De-annexation for Parcel out north on Highway 78. It is for a 141 acre parcel. The property is zoned PCD and is currently undeveloped. There are no utilities being extended to the property. It was annexed into the city In May of 2006. Last year Council considered a De-annexation for part of this property that was connected to it south of 78; 9 acre tract that Council did De-annex. Walton County Board of Commissioners considered the consent to de-annex this property from the City and that was approved by the Walton County Board of Commissioners on November 5, 2024. The Planning Commission has made the recommendation to City Council to

approve the request for de-annexation and that it be granted as requested without any conditions.

The Mayor declared this portion of the meeting open for public input.

No Public comment; Mayor Howard declared this portion of the meeting closed.

*No Action*

## **6. New Business**

- a. De-Annexation – Highway 78 at Alcovy River (Parcel #C0750160)  
No further discussion from council.

*Motion to approve by Gregory, Seconded by Malcom  
Passed unanimously*

- b. 1<sup>st</sup> Reading – Preliminary Plat Moratorium Extension  
City administrator introduced the ordinance of the mayor and council of the City of Monroe, Georgia to extend the temporary moratorium on the acceptance of applications for preliminary plat approval for residential developments outside of the city core and the acceptance of site development plans for multi-family and townhome projects. This will be a six month extension while design and engineering on the Waste Water Treatment Plant is continued.
- c. 1<sup>st</sup> Reading – Ordinance Amendment – Legislation Administration  
City Attorney introduced an ordinance to amend Chapter 2 -- administration, Article II. – Mayor and Council, Division 2. --Legislation, of the code of ordinances, City of Monroe, Georgia.
  - a. Every proposed ordinance or resolution shall be in writing and shall be introduced by reading the title thereof at a regular monthly or a properly called special meeting of the city council, at which time it may be acted upon by a proper motion.
  - b. The full and complete textual oral reading of proposed city ordinances and resolutions before the mayor and city council for their consideration shall not be required, but may be summarized by the title of the proposed ordinance or resolution and the substance of the same to be considered by the city council contained therein by city staff upon presentation of the same to the mayor and city council.
  - c. Upon motion made by the mayor or any one city council member, without the need of a second or vote on the same to request a full and

complete textual oral reading of any ordinance or resolution under consideration.

City Attorney, Paul Rosenthal, clarified that ordinances and resolutions are essentially treated the same for legislative consideration.

d. 1<sup>st</sup> Reading – Charter Amendment – City Legislation

City Attorney introduced an Ordinance to amend the City of Monroe's charter section 2.12.

It states that each official act of the council which is to have the force and effect of law shall be done by ordinance or by resolution or such other form as prescribed by law. Each ordinance or resolution shall be in written form and shall be properly introduced in accordance to the City's Code of Ordinances.

e. 1<sup>st</sup> Reading – Alcohol Excise Tax Ordinance

City Attorney introduced an Ordinance to amend Chapter 90 – Taxation, Article III. –Alcoholic Beverage Excise Tax, of the Code of Ordinances of the City of Monroe, Georgia.

The Excise taxes language is being cleared up to comport with state law and is changing maximum taxes for specific excise tax amounts.

f. 1<sup>st</sup> Reading – Retail Package Sales Ordinance

City Attorney introduced an ordinance to amend chapter 6 – Alcoholic beverages of the code of ordinances of the City of Monroe, Georgia, to implement and regulate package sales of distilled spirits inside the city limits of Monroe, Georgia. City Attorney, Paul Rosenthal, outlined each section of the new ordinance covering all requirements including locations, licensing, population calculations, etc. He then noted the streets on the map shown that generally comply with Sec 6-136. These streets include East Spring Street, West Spring Street, GA Hwy 138/Martin Luther King Jr. Boulevard, Charlotte Rowell Boulevard, North Broad Street, South Broad Street, Pavilion Parkway. Any property located on a

primary street or roadway listed in 6-136c. with an annual average daily traffic of 20,000 or more, must be accessed directly from a traffic signal.

#### **IV. DISTRICT ITEMS**

##### **1. District Items**

- a. Malcom – Asked if Rodney would mention the areas that the Electric Grant is going to serve? Areas highlighted in map accompanying the agenda
- b. Thompson – District 7 is still alive.
- c. Gregory – Thankful for everything everybody does.

##### **2. Mayoral Update**

Left all Council members with the 2024 impact report from the art center. Truck route will be finished in 2025. He, Logan, and other representatives will be meeting with GDOT on March 5<sup>th</sup> to push for the second part of the truck route.

#### **V. ADJOURN TO EXECUTIVE SESSION**

*Motion by Malcom, Seconded by Sams  
Passed unanimously*

#### **VI. EXECUTIVE SESSION**

##### **1. Personnel**

Motion to Adjourn out of Executive Session

*Motion by Crawford, Seconded by Thompson  
Passed unanimously*

Meeting Called Back to Order at 7:00pm

#### **VII. ADJOURN—7:03pm**

*Motion by Sams, Seconded by Brown  
Passed unanimously*

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**John Howard, Mayor**

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**Logan Propes, City Clerk**