

The Mayor and Council met for a called meeting.

|                |                  |                    |
|----------------|------------------|--------------------|
| Those Present: | John Howard      | Mayor              |
|                | Wayne Adcock     | Vice-Mayor         |
|                | Lee Malcom       | Council Member     |
|                | Myoshia Crawford | Council Member     |
|                | Ross Bradley     | Council Member     |
|                | Larry Bradley    | Council Member     |
|                | Norman Garrett   | 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, Bill Owens, Beth Thompson, Rodney Middlebrooks, Brian Thompson, Darrell Stone, Patrick Kelley, Sadie Krawczyk, Chris Bailey, Beverly Harrison

Visitors: Andrew Kenneson, Sharon Swanepoel, Les Russell, Harold Patterson, Jim Wilson, Dane Wagner, Chip Ferguson, Rick Holder, Lee Rowell, Ken Livers, George Baker III, Susan Brown, Amy Dire

**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 the paving for the North Broad Streetscape Project is due to begin on August 12. The paving should only take a couple of days and information will be sent out on social media. He explained the Spring Street Sidewalk Project is still in liquidated damages. The City is not paying anymore and is holding the retainer.

**3. Central Services Update**

Mr. Chris Bailey stated the Police Department Plaza Building is approximately a week away from the 95% review meeting for the interior design. The bidding process will be in late August and brought back to Council in October. Hopefully, construction will start before the end of the year. The drive-thru and exterior of City Hall are finished. He stated Curb Appeal Professionals are pressure washing the walkways and curbs at the Community Center Building, On-Stage Walton, Library, Old City Hall, and the older section of sidewalks on West Spring Street from the center of town to Childer’s Park.

**II. COMMITTEE INFORMATION**

**1. Finance**

**a. Monthly Finance Report**

Ms. Beth Thompson presented the monthly Finance Report. She stated all areas are trending as they should be based on budgeted revenues and expenses. There will be a mid-year budget review next month to discuss the 2020 Operating Budget. She explained the utility billing conversion took more time than anticipated. The system was down for about eight and half days during the conversion process. She explained a few of the utility bills were delayed slightly, but they have all been caught up and sent out. There were no late fees, past due notices, or cutoffs during that time. The utility bills have been updated and include more detailed information. Ms. Thompson stated the City received the Distinguished Budget Presentation Award from the Georgia Finance Officers Association for the 2019 Budget.

**2. Airport****a. Monthly Airport Report**

Mr. Chris Bailey presented the monthly Airport Report. The East Apron Project is almost complete, with only a small punch list for E.R. Snell to finish. The final project is \$45,000.00 below the budgeted amount. The West Apron Taxiway has been paved, and the shoulders will be graded by Public Works for safety. E.R. Snell will come back to stripe the area after the grading is finished. Mr. Bailey discussed the tragedy of losing Cy Nunnally, and thanked everyone in the community for stepping up. He stated it is a big loss for the City and his family.

**b. Airport Consulting and Engineering Services**

Mr. Chris Bailey explained the Georgia Department of Transportation has required the City to resolicit Statement of Qualification for the consulting and engineering services at the Airport. GDOT will not allow Barge Design Solutions to be the consultants, due to a conflict of interest with State employees. He stated four firms responded to the advertisement; the firms were Pond Company, W.K. Dickson, Holt Consulting, and GMC. The qualification submittals were evaluated and interviews were conducted with all four firms. The consensus was to contract with Goodwyn, Mills, & Cawood (GMC) for Consulting and Engineering Services at the Airport for the next 5 years.

The committee recommends to retain Goodwyn, Mills, & Cawood for Consulting and Engineering Services at the Airport to Council.

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

**3. Public Works****a. Monthly Solid Waste Report**

Mr. Danny Smith presented the monthly Solid Waste Report. The Friday schedule will be extended again this month; the Transfer Station will stay open until 5:00 pm. The drainage project to redirect the surface water into the water treatment system is 80% complete. He discussed meeting with a consultant from Dekalb County and Euclid Chemical Company concerning the condition of the concrete tipping floor. Euclid Chemical Company is preparing a proposal of repair options and pricing. He stated the new automated side loader and the knuckle boom truck were both delivered. Mid-September is the target date for the automated truck.

**b. Emergency Purchase – Engine for Loader at Transfer Station**

Mr. Danny Smith explained the main loader and the backup loader at the Transfer Station both went down at the same time. The backup unit was shut down due to unsafe operating conditions. Currently, a rental unit is being used in order to continue operations and prevent any service interruptions. He explained the emergency purchase is for a complete engine replacement on the John Deere Loader. Flint Equipment Company, a sole source provider, will replace the engine for the amount of \$39,326.23.

The committee recommends to Council approval of the emergency engine purchase from Flint Equipment Company for the amount of \$39,326.23.

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

**c. Monthly Streets & Transportation Report**

Mr. Jeremiah Still presented the monthly Streets & Transportation Report. He stated they recently completed the deep patching portion on Alcovy Street for the 2019 LMIG. He will meet with Walton County Public Works to schedule the overlay portion of the project. He explained the paving schedule will be communicated through social media, because it will cause some traffic controls issues on Broad Street. He stated the crews are continuing to maintain the right-of-ways and provide preventative maintenance for the fleet. Mr. Still reiterated avoiding the paving area if possible, because there will be lots of large equipment and dump trucks in the roadway.

**d. On-Call Engineering – Keck & Wood**

City Administrator Logan Propes discussed entering into an agreement with Keck & Wood for on-call engineering services for transportation and parks related projects. He explained the agreement will allow the City to receive more favorable rates for small projects, due to discounted rates. He stated large projects will still be brought to Council for approval.

The committee recommends approval of the On-Call Engineering Services Agreement with Keck & Wood to Council.

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

**4. Utilities****a. Monthly Electric & Telecom Report**

Mr. Brian Thompson presented the monthly Electric & Telecom Report. He discussed the traffic situation on North Broad Street while the concrete bases for the lights were being poured. The light poles will go up next week. He discussed the possibility of deploying Wi-Fi to downtown businesses so they can resell it to their customers. This will make them want to stay in the downtown area longer. They are working with Allied Telesys on a design and will bring a proposal to Council in the coming months. He explained next year the Fox Regional Sports Channels are going to carry more ACC Sports than the ACC Network. The City is not going to carry ACC Network, due to it costing approximately \$80,000.00 per year. He stated the Mill Project is moving forward; the last customer has transferred their service to the City from Windstream. Mr. Thompson discussed the Downtown Green preliminary designs to get the utilities underground, except for a couple of self-supporting poles.

**b. Emergency Restoration Plan**

Mr. Brian Thompson discussed the purpose of implementing the Emergency Restoration Plan. He stated a major disaster is when there is wide spread electrical system damage and loss of power. The Plan designates who can declare the City of Monroe in a State of Emergency. When activated, the Plan allows staff to bring in outside labor, equipment, and material without prior authorization from Council. Emergency purchases are defined in the Plan. He explained that Cities request outside help through Electric Cities of Georgia.

Mayor, Council, City Administrator, and Mr. Thompson discussed specifics of the Plan and adoption of policies. They also discussed other Cities, FEMA, GEMA, and various disasters.

The committee recommends the item be placed on the agenda as a separate item to be presented to the full Council for adoption.

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

**c. Purchase – Spring Street Relocation Poles**

Mr. Brian Thompson requested to purchase ductile iron poles from Anixter, the low bidder, for \$77,969.00. The poles will be placed in-line with the new MEAG poles on West Spring Street from Breedlove Drive to Highland Drive. He stated the relocation of the two circuits on West Spring Street is currently out for bid. The cost would be astronomical to use concrete poles. He explained ductile iron poles are self-supporting, don't need guy wires, and will last longer. This design is more expensive up front, but will create a much cleaner look for the area.

The committee recommends the purchase of ductile iron poles from Anixter for the amount of \$77,969.00 to Council.

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

**d. Monthly Water, Sewer, Gas, & Stormwater Report**

Mr. Rodney Middlebrooks presented the monthly Water, Sewer, Gas, & Stormwater Report. He stated the water, sewer, and gas extension along Milledge Avenue will be starting in August. The sewer rehab on 2<sup>nd</sup> Street will also begin this month. The gas main extension for Grand Haven Phase II is expected to start in September. He stated the 2018 CDBG bid opening was held today, and the contractor will be starting within the next couple of months. Primaries 1 and

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2 at the Sewer Plant went online today. The water line extension project along Wall Road and the drainage project on McDaniel Street will both be starting soon. The drainage project on Blaine Street was just finished.

**e. 2020 CDBG Grant Writing and Administration Services**

Mr. Chris Bailey presented the Grant Writing and Administration Services Agreement with Allen-Smith Consulting for the 2020 CDBG. He discussed the selection process and points of evaluation. The required evaluation standards and guidelines are set by the State of Georgia. He explained four firms submitted proposals. The evaluation committee unanimously selected Allen-Smith Consulting for the 2020 CDBG Grant Writing and Administrative Services.

The committee recommends to Council approval of Allen-Smith Consulting for the 2020 CDBG Grant Writing and Administrator Services.

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

**f. 2020 CDBG Engineering Services**

Mr. Chris Bailey presented the Engineering Services Agreement with Carter & Sloope for the 2020 CDBG. He discussed the selection process and points of evaluation. The required evaluation standards and guidelines are set by the State of Georgia. He explained five firms submitted proposals. The evaluation committee selected Carter & Sloope for the 2020 CDBG Engineering Services.

The committee recommends approval of Carter & Sloope for the 2020 CDBG Engineering Services to Council.

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

**g. Approval – Out of State Travel**

Mr. Rodney Middlebrooks requested permission for himself and Jessica DeBenedictis to attend the Aqua-Aerobic Systems, Inc. Biological Processes Seminar in Chicago, Illinois on August 22, 2019 at no cost to the City.

Council Member Larry Bradley questioned whether Aqua-Aerobic is paying for the trip, and if there are any ethics issues with that fact.

Mr. Middlebrooks answered Aqua-Aerobic Systems, Inc. is paying for the trip.

City Administrator Logan Propes explained a lot of scouting needs to be done on the different types of systems and the management of the systems. This is part of the research for the rehab of the Wastewater Treatment Plant. He explained staff needs to be absolutely sure they can take care of the system prior to the upgrade. Mr. Propes stated he does not see any problems or policy violations; he would not consider this as a true gratuity. The item was brought to Council for approval, because even though it is free, it is still a business trip.

City Attorney Paul Rosenthal stated he does not see any gratuity issues, but his office can look into it further.

The committee recommends to Council to allow out-of-state travel for Rodney Middlebrooks and Jessica DeBenedictis to attend the Aqua-Aerobic Systems, Inc. Seminar in Chicago, Illinois on August 22, 2019.

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

**5. Public Safety****a. Monthly Fire Report**

Fire Chief Bill Owens presented the monthly Fire Report. He stated the wet summer has resulted in there being no fire losses. The new engine has been delivered and was put into service over the weekend. Walton County Health Care Foundation awarded a grant to the Fire

Department to purchase a Jaws of Life. He explained the annual pump and ladder testing have been completed, with both only needing minor repairs and maintenance. He stated all of the flushing, testing, servicing, and maintenance of the hydrants are finished for the year.

**b. Approval – Out of State Training**

Fire Chief Bill Owens requested approval to send Lieutenant David Novak and Firefighter Joshua Esslinger to the 2019 Water on the Fire Conference in Pensacola Beach, Florida from August 27-29, 2019. He explained the cost for both employees will be a total of \$1,367.57.

The committee recommends sending David Novak and Joshua Esslinger to the 2019 Water on the Fire Conference in Pensacola Beach, Florida from August 27-29, 2019 for a total cost of \$1,367.57 to Council.

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

**c. Monthly Police Report**

Police Chief R.V. Watts presented the monthly Police Report. He explained the Part 1 Crimes are down 45% from this time last year and the Part 2 Crimes are down 10%. The department participated in a couple of community events. He stated the video on Cyber Bullying was released on social media yesterday; it will help to address concerns and issues upfront with the new school year. He discussed the power tapping issue on Windsor Drive, which was a grow house. There were over a hundred marijuana plants seized, from seeds to full grown plants. National Night Out is tonight at Pilot Park, with food and games from 5:00 pm to 8:00 pm. Chief Watts requested everyone to keep Detective Gina Holbrooks and her family in their prayers. She is in therapy and continuing to have problems from her stroke in July.

**6. Planning & Code**

**a. Monthly Code Report**

Mr. Patrick Kelley presented the monthly Code Report. He stated there were no major projects permitted this month, but several have been submitted. Silver Queen is starting to make significant progress. The Main Street Apartment Complex on Broad Street has finally started on their building site. Murphy USA completed their work in June.

Council Member Lee Malcom requested the addresses be included with new businesses.

**7. Economic Development**

**a. Monthly Economic Development Report**

Ms. Sadie Krawczyk presented the monthly Economic Development Report. The 3<sup>rd</sup> Annual Housing Expo was held in July. She thanked Council for their support of the project. The Annual Planning Retreat for DDA was also held in July. The strategic work plan will be updated and presented to Council next month. The Historic Heartland Travel Association Meeting will be hosted by Monroe tomorrow. The 2019 Young Gamechangers Community Presentation will be at the Engine Room from 2:00 to 4:00 on Friday. She explained a full update of the property inventory has been done for every parcel within the DDA Boundaries. The last inventory was done in 2015. There are 189 businesses, 801 employees, 45 property condition improvements, and 74% of the parcels are rated in good or excellent exterior condition. The City of Monroe has been selected to host the Georgia Historic Trust Expedition in June of 2020.

**8. Parks**

**a. Monthly Parks Report**

The Parks Committee does not have anything to report this month.

**b. Parks Master Plan**

City Administrator Logan Propes stated the Parks Master Plan has been worked on for about a year. The Master Plan includes all of the input, cost estimates, and designs which have been received. He explained adoption of the Parks Master Plan will help leverage grant funding to improve the parks.

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Ms. Sadie Krawczyk presented the Parks Master Plan, which will help guide future park development within the City. The Plan will serve as a resource when seeking grant funding and partnerships. She discussed the cost estimates, designs, and overview of each park. Mathews Park is 28.7 acres; the proposed amenities include an aeration fountain, two public restroom facilities, a half-mile concrete loop trail with 12 picnic sites around the lake, a fishing shelter and pier, 81 paved vehicle parking, sand volleyball / basketball court, three mile mountain bike trail, new picnic pavilion, and 30 space grass overflow parking area. Hammond Park is 14.7 acres; the goals are to refurbish the tennis courts, pickle ball courts, basketball court, sand volleyball courts, new playground equipment, multi-purpose play field, new restroom, sidewalk loop trail, pavilions with cook grill, and new parking lot. Pilot Park is 1.8 acres; the proposed amenities include a large pavilion, tot lots, playgrounds, sidewalk loop trail, and picnic cook area. Childers Park is 17 acres; the proposed amenities include gazebo, pool feature, aeration fountain, stream restoration, and play field. The Down Town Green Park is 1.67 acres; the proposed amenities include a splash pad, restroom, covered stage area, terraced lawn, 121 vehicle parking, plaza area, sidewalk with trellis benches, and trail head for Rails to Trails. Coker Park is 27.8 acres; the proposed amenities include rehab of softball fields, 114 car parking, new restroom, tot lot for 5 to 12 years old, rehab pavilion with cook grill, .67-acre hiking trail, fishing pond, and bench shelter for Airport viewing. There are not any specified plans for Kid Park at this time. She explained all of this information will help when moving forward and seeking grant funding.

Council Member Larry Bradley questioned the playgrounds being ADA compliant.

Ms. Krawczyk explained all of the proposed new playground equipment is ADA compliant, and the playground areas will have wheelchair accessible surfaces.

Mayor, Council, City Administrator, and staff discussed the proposals, preservability, cost estimates, grants, and priorities.

The committee recommends approval to adopt the City of Monroe Parks Master Plan to Council.

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

**III. ITEMS OF DISCUSSION**

- 1. HPC Demolition Appeal – 213 Boulevard**
- 2. HPC Relocation Appeal – 404 South Broad Street**
- 3. Application – Micro-Brewery and Micro-Distillery – The Southern Brewing Company**

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

**IV. ITEMS REQUIRING ACTION**

- 1. Public Hearing**
  - a. 2019 Millage Rate**

Finance Director Beth Thompson discussed the 2019 Millage Rate as presented on form PT-38. She stated the total millage rate with the rollback would be 7.148 mills. It has actually decreased, due to changes within the digest. Piedmont Hospital changed to a nonprofit status and the new title law (TAVT) with motor vehicles has not brought in the projected revenues. Therefore, staff recommends to increase the millage rate to 7.802 mills, which would give the City a prospective increase of \$247,083 assuming 100% collections.

Mayor Howard questioned what the approximate increase would be for a \$150,000 house.

Ms. Thompson explained the taxable value of a \$150,000 property would be \$60,000, so there would be a \$39.24 increase on the City tax bill.

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.

Mayor Howard explained there are two additional Public Hearings scheduled concerning the millage rate. There will be a Public Hearing held at City Hall at 11:00 am and 6:00 pm on August 13, 2019.

V. ADJOURN TO EXECUTIVE SESSION

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

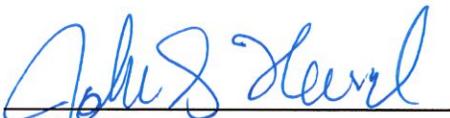
RETURN TO REGULAR SESSION

Pursuant to the provisions of O.C.G.A. 36-37-6 (g), I move that we approve the contract to sell the surplus piece of real estate on West Spring Street, Parcel #M0060271, to the adjacent property owners, Joe and Carol Dew, for the offer of \$20,000.00.

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

VI. ADJOURN

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

  
MAYOR

  
CITY CLERK

The Mayor and Council met for an Executive Session.

Those Present:

- |                  |                    |
|------------------|--------------------|
| John Howard      | Mayor              |
| Wayne Adcock     | Vice-Mayor         |
| Lee Malcom       | Council Member     |
| Myoshia Crawford | Council Member     |
| Ross Bradley     | Council Member     |
| Larry Bradley    | Council Member     |
| Norman Garrett   | Council Member     |
| Nathan Little    | Council Member     |
| David Dickinson  | Council Member     |
| Logan Propes     | City Administrator |
| Debbie Kirk      | City Clerk         |
| Paul Rosenthal   | City Attorney      |

I. Call to Order – John Howard

1. Roll Call

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

II. Real Estate Issue (s)

1. Real Estate Matter

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

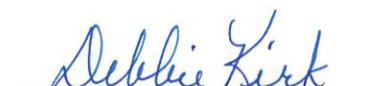
Pursuant to the provisions of O.C.G.A. 36-37-6 (g), I move that we approve the contract to sell the surplus piece of real estate on West Spring Street, Parcel #M0060271, to the adjacent property owners, Joe and Carol Dew, for the offer of \$20,000.00.

Motion by Malcom, seconded by Dickinson. Passed Unanimously.

III. Adjourn to Regular Session

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

  
MAYOR

  
CITY CLERK