

The Mayor and Council met for a called meeting.

Those Present:	John Howard	Mayor
	Larry Bradley	Vice-Mayor
	Ross Bradley	Council Member
	Norman Garrett	Council Member (via phone)
	Nathan Little	Council Member
	David Dickinson	Council Member
	Logan Propes	City Administrator
	Debbie Kirk	City Clerk
	Paul Rosenthal	City Attorney

Absent:	Lee Malcom	Council Member
	Myoshia Crawford	Council Member

Staff Present: Danny Smith, Chris Croy, R.V. Watts, Jack Armstrong, Beth Thompson, Rodney Middlebrooks, Brian Thompson, Patrick Kelley, Chris Bailey, Sadie Krawczyk

Visitors: Les Russell, Jim Wilson, Teri Smiley, Garrett Range

I. CALL TO ORDER – JOHN HOWARD

1. Roll Call

Mayor Howard noted that all Council Members were present, except Council Member Lee Malcom and Council Member Myoshia Crawford. Council Member Norman Garrett was present via telephone. There was a quorum.

2. City Administrator Update

City Administrator Logan Propes explained that he has been working with staff on several different development and business interests in the City. There is a tremendous amount of interest within the City currently. He and Ms. Thompson have been working on the Bond. The upgrades at Pilot Park are really starting to look good. The Traffic Calming Project for Church Street is under construction. He feels the project will do its job once it is complete. The project is a much better alternative than doing nothing and will be the least impactful.

3. Central Services Update

Mr. Chris Bailey stated October is Cyber Security Awareness Month. October 4 through October 10 is National Fire Prevention Week; the City of Monroe will be posting safety tips all week. The completion date for the Police Station / Municipal Court Building is projected for October 30; they are waiting on doors and windows. The facilities and grounds crews picked up almost 3,500 pounds of trash, while cutting grass. He explained the Leaf Collection schedule will be going from November 1 to January 31, and the route schedule will be released mid-October. He discussed stormwater doing a public outreach and educational program in 2021. The GIS Project is almost complete, which will be a teachable live system for water, sewer, natural gas, and stormwater. After all of the accuracy checks are completed, the City will have a full functioning GIS system.

II. COMMITTEE INFORMATION

1. Finance

a. Monthly Finance Report

Ms. Beth Thompson presented the monthly Finance Report. She stated the bond issue they have been working on has been finalized, which was a big undertaking. She is currently working on the 2021 Operating and Capital Budgets and will be meeting with the Department Heads next week. Ms. Thompson discussed having the Budget Meeting with Council in November. The General Fund, Utility, and Solid Waste expenses are all slightly below budget. She explained spending has been halted, due to the uncertainty with COVID, property taxes not being due until November, and the mild weather causing Utility revenues to be down. The Sales Tax amounts have increased, due to a Statewide audit; there was a one-time true-up for the month. The Local Option Sales Tax amount was \$408,610.00, which was a substantial increase.

b. Financial Policies Update

Ms. Beth Thompson presented the request for approval of the Financial Policies Update, which has not been updated since 2006. She explained dates within the Budget Process were changed,

and some of the language was cleaned up. The Capital Asset Management Policy and Internal Control Policy, which were omitted have been added to enhance the Financial Policies.

Council Member Nathan Little stated the City only capitalizes assets that cost more than \$5,000.00. He questioned whether a system is maintained to track assets below that amount and the threshold used. He questioned whether a physical check gets done on all of the capitalized items, and whether they are numbered and inventoried.

Ms. Thompson answered that the Purchasing Department has a system. The system does not have a threshold; it is based on the actual item. She explained that any item costing \$5,000.00 or more is considered a fixed asset for capital purposes. There is a physical audit done on inventory items and on the capital items as part of the audit each year.

The committee recommends approval of the Financial Policies Update to Council.

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

The Financial Policies Update Item will be moved to next week for a full Council vote, due to the Finance Committee not having a quorum.

No Action.

2. Airport

a. Monthly Airport Report

Mr. Chris Bailey presented the monthly Airport Report. He stated the 2020 Economic Impact Report was received yesterday. The report studies the number of flights coming through the Airport on an annual basis, the top five travel destinations from the Airport, and the financial impact to the community. The single unit T-hangar site is virtually ready, and the builder will potentially start pouring the concrete next week. He explained the 16-unit hangar site is going to become a 12-unit hangar site, due to the soil quality. The change was made as a collective decision, and there are new designs for the site. The engineers will start taking bids to resurface the runway towards the end of the year, with the paving being done next Spring.

3. Public Works

a. Monthly Solid Waste Report

Mr. Danny Smith presented the monthly Solid Waste Report. The Transfer Station wall is scheduled to be welded this weekend. The tonnage has increased approximately 1,000 tons from this time last year. There are 209 citizens opting for the curbside glass collection service and almost a ton of glass collected in August. He reminded customers to keep the glass clean and separated. He discussed the increase of illegal dumping inside the City limits and working with the City Marshals to get on top of the situation.

b. Monthly Streets & Transportation Report

Mr. Chris Croy presented the monthly Streets & Transportation Report. The crews have been trimming limbs and cutting back the right-of-ways. They are continuing to patch utility cuts throughout the City before the cold weather gets here. The Stormwater crews have been responding to a lot of calls, due to all the rain. The street sweeper was down for a couple of weeks, but it has been repaired and is now running daily. He gave an update on the Church Street project. The bases have been poured in the medians for the brick pavers; the curbing has been repaired and back filled.

Council Member Nathan Little stated as a point of order, the Financial Polices Update item needs to be placed as a separate agenda item for full Council vote, due to the Finance Committee not having a quorum. The item will be defaulted to next week's agenda.

4. Utilities

a. Monthly Electric & Telecom Report

Mr. Brian Thompson presented the monthly Electric & Telecom Report. He discussed meeting with the power supply staff for Publix. The transformers have been set for the first phase of Grace Church, and the ductile iron poles will start being installed within the next couple of weeks. Telecom report has a new item; the information was pulled from the Telecom ticketing system to show the amount of work done on the CATV system. There were 473 work orders for CATV in September. This same type of report will be implemented for the Electric system. He explained the 2-way micro duct being installed along with the gas project on Highway 186 has been completed. The CGNAT is now operational at the cable plant.

b. Monthly Water, Sewer, & Gas Report

Mr. Rodney Middlebrooks presented the monthly Water, Sewer, Gas, & Stormwater Report. He gave an update on the gas project on Snows Mill Road and Jones Woods Road located in Morgan County. All of the pipe has been installed, and the pressure testing can be started once the tie-ins from the bores are made. The pump station building for the Loganville water line extension project came in early. The bores took two weeks to get a pilot hole through the rock at the Alcovy River, and they continue trying to get the hole large enough to put the pipe in. They still haven't gotten under Cown Road.

c. Approval – Purchase 30-Ton Dump Trailer

Mr. Rodney Middlebrooks requested to purchase a 30-ton dump trailer for the Wastewater Treatment Plant. He explained the new belt press will be shipped in two weeks, and the trailer will allow the City to haul the sludge from the belt press instead of using a contractor to haul it, which costs approximately \$12,000 every two weeks. Gainesville Truck Center had the low bid amount of \$61,563.00, which will be funded from CIP. He stated the trailer will haul up to 24 tons in one trip.

The committee recommends to purchase the 30-ton dump trailer from Gainesville Truck Center for the amount of \$61,563.00 to Council.

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

d. Yield Analysis Update Engineering Services

Mr. Rodney Middlebrooks explained during the renewal of the City's withdrawal permits for the Alcovy River and John T. Briscoe Reservoir, the Georgia EPD requested that an updated yield analysis for 2020 – 2030 be completed within the next six months. They made the yield analysis a required condition prior to finalizing the City's withdrawal permit. He requested approval of the engineering services by Wiedeman and Singleton, Inc. to update a Yield Analysis for the City's water supply for a lump sum fee of \$15,000.00. He stated they will have the update done in three months for Council to review before submitting to the Georgia EPD.

The committee recommends to Council approval of the engineering services by Wiedeman and Singleton, Inc. to update the Yield Analysis at a cost of \$15,000.00.

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

e. Authorization of a Parity Bond Ordinance

City Administrator Logan Propes stated that bonds are a relatively complicated process. The Parity Bond Ordinance will authorize the issuance of the City of Monroe Combined Utility Revenue Bonds, Series 2020, to pay the costs of certain improvements to the Combined Utility System, the premium for the bond insurance policy, and the premium for the debt service reserves surety bond, and authorize the execution, delivery and performance of related documents. The total amount to be bonded is \$50 million in a parity bond format to be amortized over a 30-year period, with the first installment being \$47.3 million. Mr. Propes discussed the Engineering Report prepared by GMC in preparation of the bond issue. The interest rate environment is extremely favorable now, especially on a 30-year amortization. He discussed the list of eligible projects in wastewater treatment, water treatment, water transmission and distribution, gas distribution, and telecommunications. He stated the City will not incur any principle payments until the 2016 Revenue Bonds roll off; the debt has basically been sculpted to grow the system into it, so there won't be any effects felt. The principle and interest won't start until 2027. The interest rates are not known yet, because they are out for market. Mr. Propes explained he is waiting on the final ratings sheet from the ratings call last week, before it is published.

Vice-Mayor Larry Bradley stated the sewer system is a significant portion of the \$50 million and must be done because the system is antiquated. He questioned whether most of the remaining projects will be paid for by business expansions and not existing rate payers.

Mr. Propes answered that to be correct. He explained this will allow more water sales, either through existing contracts or future contracts and expansion of the water, gas, sewer, and telecom systems. He stated this is the reason it is a Revenue Bond; no one would buy the bond unless the City could demonstrate properly the ability to afford the repayments through system expansion.

City Attorney Paul Rosenthal clarified that a motion is not needed from the Utility Committee. The Parity Bond Ordinance will go before the entire Council for approval next Tuesday. The Ordinance is currently a draft that is 99% done, for Council to review; the full final version of the Parity Bond Ordinance will be brought to Council for approval next week, and his office will then file it for validation with the Superior Court.

No Action.

5. Public Safety

a. Monthly Fire Report

Battalion Chief Jack Armstrong presented the monthly Fire Report. He stated the department had a total of 232 calls for the month of August. They had one fire loss, which was a car fire on Oak Street valued at approximately \$2,500. He thanked Mr. Bailey for the efforts regarding Fire Prevention Month. He introduced Garrett Range as the new Fire Marshal.

b. Monthly Police Report

Police Chief R.V. Watts presented the monthly Police Report. He stated they had 1,826 calls for service in August, and the officers are doing a great job on the area checks. The Part I Crimes were up some, and there were 35 Part II Crimes. The crime rate is ten percent better than this time last year. He stated they were able to make an arrest for the stabbing on Carwood Drive and discussed the armed robbery on North Broad Street. The Joint Operations Unit executed three search warrants, seized two guns, and made a total of 70 felony arrests. He discussed the issues with teenagers at Hammock Park. The City has installed signs showing the allotted park hours, and officers have started issuing citations.

Vice-Mayor Larry Bradley stated the City should look at adding curbing next to the parking lot at Hammond Park.

6. Planning & Code

a. Monthly Code Report

Mr. Patrick Kelley presented the monthly Code Report. He stated 13 new businesses acquired business licenses and six businesses closed. The City Marshals removed 173 signs from the roadway, investigated three utility tampering cases, and issued four citations. He explained there is an 85-unit development online, which will be completed sometime in the next year.

City Administrator Logan Propes stated there have been 78 new residential building permits in the City so far this year, and comparatively, there were only 118 last year.

7. Economic Development

a. Monthly Economic Development Report

Ms. Sadie Krawczyk stated over 100 people attended the Incremental Development Alliance pre-lectures, and the workshop is schedule for October 29. The City is partnering with ECG to virtually host the Incremental Development Alliance, which is a non-profit organization promoting small-scale projects of locals learning how to do small projects. The Farm to Table event has officially been cancelled, but many of the ticket holders have chosen to donate their ticket funds to the Farmers Market. The last Farmers Market is supposed to be Saturday along with Fall Fest, but they will decide by noon tomorrow if it needs to be cancelled. Depending on the weather, if the event gets postponed a rain date will be supplied on social media. She explained the Fall and Holiday events will be handled the same way, when they are finalized.

8. Parks

a. Monthly Parks Report

Mr. Chris Bailey presented the monthly Parks Report. He thanked Chief R.V. Watts for all his help with Hammond Park, Pilot Park, and Mathews Park. Pilot Park will be complete after another load of mulch and replacement of a bench that was damaged. The fence will be painted this Spring, and the opening date is potentially scheduled for October 19. He explained all of the materials and equipment have been ordered for Mathews Park. A Parks page has been added to the City's website, which will include future plans.

III. ITEMS OF DISCUSSION

- 1. Public Hearing – Conditional Use – 319 South Madison Avenue
- 2. Public Hearing – Zoning Ordinance Code Text Amendment #8
- 3. Resolution – Support Development of the Proposed Downtown Green
- 4. Capital Campaign Commitment

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

IV. MAYOR'S UPDATE

Mayor John Howard had no update tonight.


V. ADJOURN TO EXECUTIVE SESSION

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

RETURN TO REGULAR SESSION

VI. ADJOURN

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



 MAYOR



 CITY CLERK

The Mayor and Council met for an Executive Session.

Those Present:	John Howard	Mayor
	Larry Bradley	Vice-Mayor
	Ross Bradley	Council Member
	Norman Garrett	Council Member (via phone)
	Nathan Little	Council Member
	David Dickinson	Council Member
	Logan Propes	City Administrator
	Debbie Kirk	City Clerk
	Paul Rosenthal	City Attorney

Absent:	Lee Malcom	Council Member
	Myoshia Crawford	Council Member

I. Call to Order – John Howard

1. Roll Call

Mayor Howard noted that all Council Members were present, except Council Member Lee Malcom and Council Member Myoshia Crawford. Council Member Norman Garrett was present via telephone. There was a quorum.

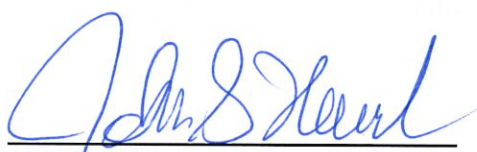
II. Legal Issue (s)

1. Legal Matter

Legal matters were discussed, including attorney-client discussions.

III. Adjourn to Regular Session

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



 MAYOR



 CITY CLERK