



Called Council Meeting (Emergency)

AGENDA

Thursday, March 26, 2020

10:00 AM

City Hall (via Teleconference-Zoom)

I. CALL TO ORDER

- 1. Roll Call**
- 2. Approval of Agenda**

II. NEW BUSINESS

- 1. Ordinance to Temporarily Amend Certain Alcoholic Beverages Ordinances**
- 2. Ordinance to Create and Fund the Downtown Development Authority Stabilization Fund of the DDA**
- 3. Ordinance to Temporarily Increase the Spending Authority of the City Administrator**
- 4. Ordinance to Temporarily Modify Certain Personnel Policies of the City of Monroe**
- 5. Other Business**

III. ADJOURN

AN ORDINANCE TO TEMPORARILY AMEND CERTAIN ALCOHOLIC BEVERAGE ORDINANCES OF THE CITY OF MONROE, GEORGIA

THE MAYOR AND COUNCIL OF THE CITY OF MONROE HEREBY ORDAIN AS FOLLOWS:

WHEREAS, the World Health Organization has declared the novel coronavirus known as COVID-19 to be a world health emergency and pandemic; and,

WHEREAS, the President of the United States of America declared a National Public Health Emergency on Friday March 13, 2020 regarding the same; and,

WHEREAS, the Governor of the State of Georgia declared a Public Health State of Emergency in Georgia on March 14, 2020 regarding the same; and,

WHEREAS, the Mayor and City Council, as the governing body of the City of Monroe, and City staff, have been closely monitoring the constantly evolving COVID-19 national and state health emergency and pandemic (the “Pandemic”), and taking appropriate measures to ensure the general welfare, safety and health welfare of the citizens of the City of Monroe; and,

WHEREAS, pursuant to City Charter Section 2.05, the Mayor and City Council shall hold a specially called meeting on March 26, 2020 (the “Meeting”) to address the evolving Pandemic; and,

WHEREAS, pursuant to City Charter Section 2.12, the Mayor and City Council declare the Pandemic to be an emergency situation permitting this instant Ordinance to be read and voted on at the Meeting, and not requiring reading at two meetings; and,

WHEREAS, the Mayor and City Council seek to make certain temporary ordinance amendments as further outlined herein (the “Amendments”) effective for ninety (90) days, unless sooner terminated or extended, in order to ensure the general welfare, health and safety of the public and to help local businesses navigate through this pandemic; and,

WHEREAS, the following is an Ordinance to temporarily amend the City of Monroe, Georgia Code of Ordinances regarding Alcoholic Beverages to permit the off-premises “to-go” sales of unopened beer and wine containers, and permit the use of “growlers” for beer sales, by current beer and wine on-premises sales alcohol license holders;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Monroe, Georgia, and it is hereby ordained by the authority thereof:

Article I.

Notwithstanding the current provisions of Article 6 of the Code of Ordinances regarding alcohol sales, all on-premises beer and wine sales alcohol license holders in the City of Monroe, Georgia licensed pursuant to Code of Ordinances Section 6-85 *et. seq.* are permitted to sell unopened beer and wine containers to patrons for the purposes of said patrons partaking in off-premises consumption when accompanied by an order for takeout food. Further, said license holders are permitted to sell “growler” sized portions of beer to patrons for off-premises

consumption when accompanied by an order for takeout food. Said growler portion containers shall not exceed sixty (60) fluid ounces per individual customer and must be contained in a properly sealed container.

Article II.

Except as otherwise specifically required by law or by the terms of this Ordinance, all other provision of the City of Monroe, Georgia Code of Ordinances Chapter 6 regarding Alcoholic Beverages shall remain in full force and effect, including but not limited to, the exceptions regarding the sale of alcoholic beverages in the Monroe Historic Downtown Entertainment District, Section 6-36.

Article III.

All City of Monroe Ordinances or parts of Ordinances in conflict herewith are expressly repealed for ninety (90) days, unless sooner terminated or extended, in order to ensure the general welfare, health and safety of the public.

Article IV

This Ordinance shall take effect immediately upon its adoption by the Mayor and Council of the City of Monroe, Georgia, and shall remain in effect for ninety (90) days, unless sooner terminated or extended, in order to ensure the general welfare, health and safety of the public.

READ AND ADOPTED on this ___ day of _____, 2020.

CITY OF MONROE, GEORGIA

By: _____ **(SEAL)**

John S. Howard, Mayor

Attest: _____ **(SEAL)**

Debbie Kirk, City Clerk

AN ORDINANCE TO CREATE AND FUND THE DOWNTOWN DEVELOPMENT
AUTHORITY STABILIZATION FUND OF THE DOWNTOWN DEVELOPMENT
AUTHORITY OF THE CITY OF MONROE, GEORGIA

THE MAYOR AND COUNCIL OF THE CITY OF MONROE HEREBY ORDAIN AS
FOLLOWS:

WHEREAS, the World Health Organization has declared the novel coronavirus known as COVID-19 to be a world health emergency and pandemic; and,

WHEREAS, the President of the United States of America declared a National Public Health Emergency on Friday March 13, 2020 regarding the same; and,

WHEREAS, the Governor of the State of Georgia declared a Public Health State of Emergency in Georgia on March 14, 2020 regarding the same; and,

WHEREAS, the Mayor and City Council, as the governing body of the City of Monroe, and City staff, have been closely monitoring the constantly evolving COVID-19 national and state health emergency and pandemic (the “Pandemic”), and taking appropriate measures to ensure the general welfare, safety and health welfare of the citizens of the City of Monroe; and,

WHEREAS, pursuant to City Charter Section 2.05, the Mayor and City Council shall hold a specially called meeting on March 26, 2020 (the “Meeting”) to address the evolving Pandemic; and,

WHEREAS, pursuant to City Charter Section 2.12, the Mayor and City Council declare the Pandemic to be an emergency situation permitting this instant Ordinance to be read and voted on at the Meeting, and not requiring reading at two meetings; and,

WHEREAS, the City of Monroe, Georgia Downtown Development Authority (the “DDA”) was established in 1985; and

WHEREAS, the DDA has broad powers as granted by the State of Georgia enabling legislation found in O.C.G.A. § 36-42-1 *et. seq.*; and,

WHEREAS, the referenced enabling legislation of the DDA provides the DDA authority to “have all powers necessary or convenient to carry out and effectuate the purposes and provisions” of this chapter, “including, without limiting the generality of the foregoing, the power” to perform a variety of functions, including but not limited to:

To finance (by loan, grant, lease, or otherwise), refinance, construct, erect, assemble, purchase, acquire, own, repair, remodel, renovate, rehabilitate, modify, maintain, extend, improve, install, sell, equip, expand, add to, operate, or manage projects and to pay the cost of any project from the proceeds of revenue bonds, notes, or other obligations of the authority or any other funds of the authority, or from any contributions or loans by persons, corporations, partnerships (whether limited or general), or other entities, all of which the authority is authorized to receive, accept, and use;

To make application directly or indirectly to any federal, state, county, or municipal government or agency or to any other source, whether public or private, for loans, grants, guarantees, or other financial assistance in furtherance of the authority's public purpose and to accept and use the same upon such terms and conditions as are prescribed by such federal, state, county, or municipal government or agency or other source. See O.C.G.A. § 36-42-8, subsections (5) and (8); and,

WHEREAS, the Mayor and City Council seek to make certain policy decisions as further outlined herein, due to the Pandemic, in order to ensure the general welfare, health and safety of the public, including offering assistance to stabilize businesses located in the downtown area of Monroe;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Monroe, Georgia, and it is hereby ordained by the authority thereof:

Article I.

The City of Monroe, Georgia Downtown Development Authority Stabilization Fund (the “Stabilization Fund”) is hereby authorized, ordained, created and funded by the Mayor and Council for use, implementation and administration by the DDA for the purpose of rendering assistance, stabilization and support to downtown Monroe businesses experiencing an economic impact due to the ongoing and evolving Pandemic. City staff is hereby instructed to transfer One Hundred Thousand and 00/100 Dollars (\$100,00.00) from the Utility Capital Reserve Fund to the DDA to fund and establish the Stabilization Fund. The DDA shall undertake to adopt and document criteria and terms of qualification for a business receiving assistance from the Stabilization Fund, and shall keep the Mayor and City Council apprised of actions taken pursuant to the authority and funds delineated herein.

Article II.

Except as otherwise specifically required by state law, the City Charter or Code of Ordinances, all provision governing the DDA shall remain in full force and effect, including but not limited to, the terms contained in this Ordinance regarding the Stabilization Fund.

Article III

This Ordinance shall take effect immediately upon its adoption by the Mayor and Council of the City of Monroe, Georgia in order to ensure the general welfare, health and safety of the public.

READ AND ADOPTED on this ____ day of _____, 2020.

CITY OF MONROE, GEORGIA

By: _____ **(SEAL)**

John S. Howard, Mayor

Attest: _____ **(SEAL)**

Debbie Kirk, City Clerk

AN ORDINANCE TO TEMPORARILY INCREASE THE SPENDING AUTHORITY OF THE CITY ADMINISTRATOR OF THE CITY OF MONROE, GEORGIA

THE MAYOR AND COUNCIL OF THE CITY OF MONROE HEREBY ORDAIN AS FOLLOWS:

WHEREAS, the World Health Organization has declared the novel coronavirus known as COVID-19 to be a world health emergency and pandemic; and,

WHEREAS, the President of the United States of America declared a National Public Health Emergency on Friday March 13, 2020 regarding the same; and,

WHEREAS, the Governor of the State of Georgia declared a Public Health State of Emergency in Georgia on March 14, 2020 regarding the same; and,

WHEREAS, the Mayor and City Council, as the governing body of the City of Monroe, and City staff, have been closely monitoring the constantly evolving COVID-19 national and state health emergency and pandemic (the “Pandemic”), and taking appropriate measures to ensure the general welfare, safety and health welfare of the citizens of the City of Monroe; and,

WHEREAS, pursuant to City Charter Section 2.05, the Mayor and City Council shall hold a specially called meeting on March 26, 2020 (the “Meeting”) to address the evolving Pandemic; and,

WHEREAS, pursuant to City Charter Section 2.12, the Mayor and City Council declare the Pandemic to be an emergency situation permitting this instant Ordinance to be read and voted on at the Meeting, and not requiring reading at two meetings; and,

WHEREAS, the Mayor and City Council seek to make certain temporary ordinance amendments as further outlined herein (the “Amendments”) effective for ninety (90) days, unless sooner terminated or extended, in order to ensure the general welfare, health and safety of the public; and,

WHEREAS, the Mayor and City Council are permitted to vest power and authority in a City Administrator, including but not limited to, duties of purchasing agent for all departments, and coordinator and commissions of departments, and general management of City business under direction and guidance of the Mayor and City Council pursuant to City Charter Section 2.10; and,

WHEREAS, the City Administrator shall function as chief administrative officer of the City, and is responsible to the Mayor and City Council for the proper administration of all affairs of the City, including contracting for the necessary operation of city services, and performing such other duties as may be required by the Mayor and City Council consistent with the City Charter, Code of Ordinances, and applicable law, pursuant to City Code of Ordinances Section 2.1; and,

WHEREAS, the City Administrator currently has a maximum purchasing cap limit of Ten Thousand Dollars and 00/100 (\$10,000.00) pursuant to the enacted City purchasing policies; and,

WHEREAS, the Mayor and Council wish to increase the City Administrator’s maximum purchasing cap limit to One Hundred Thousand Dollars and 00/100 (\$100,00.00) to allow the City

Administrator to more effectively and efficiently manage the City’s response to the ongoing Pandemic, and any emergency actions or procurements needed to combat the ongoing Pandemic;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Monroe, Georgia, and it is hereby ordained by the authority thereof:

Article I.

The City Administrator’s current maximum purchasing cap limit of Ten Thousand Dollars and 00/100 (\$10,000.00), existing pursuant to the enacted City purchasing policies, is increased to One Hundred Thousand Dollars and 00/100 (\$100,00.00) to allow the City Administrator to make necessary purchases to accommodate the City’s response to the Pandemic and ensure the general welfare, safety and health of the public. Said purchases shall be made for any necessary emergency supplies, construction or services to respond to the Pandemic. A written determination of the basis for the emergency and for the selection of the particular contractor or supplies shall be included in the contract file, and this provision shall not abrogate the City’s requirements as specified by State law. Purchases made pursuant to the City Administrator’s emergency purchasing power authority as granted herein shall be subject to ratification and approval by the Mayor.

Article II.

Except as otherwise specifically required by state law or by the terms of this Ordinance, all other provisions of the City Administrator purchasing authority shall remain in full force and effect.

Article III.

All City of Monroe Ordinances or parts of Ordinances in conflict herewith are expressly repealed for ninety (90) days, unless sooner terminated or extended, in order to ensure the general welfare, health and safety of the public.

Article IV

This Ordinance shall take effect immediately upon its adoption by the Mayor and Council of the City of Monroe, Georgia, and shall remain in effect for ninety (90) days, unless sooner terminated or extended, in order to ensure the general welfare, health and safety of the public.

READ AND ADOPTED on this ____ day of _____, 2020.

CITY OF MONROE, GEORGIA

By: _____ **(SEAL)**

John S. Howard, Mayor

Attest: _____ **(SEAL)**

Debbie Kirk, City Clerk

AN ORDINANCE TO TEMPORARILY MODIFY CERTAIN PERSONNEL POLICIES OF
THE CITY OF MONROE, GEORGIA

THE MAYOR AND COUNCIL OF THE CITY OF MONROE HEREBY ORDAIN AS
FOLLOWS:

WHEREAS, the World Health Organization has declared the novel coronavirus known as COVID-19 to be a world health emergency and pandemic; and,

WHEREAS, the President of the United States of America declared a National Public Health Emergency on Friday March 13, 2020 regarding the same; and,

WHEREAS, the Governor of the State of Georgia declared a Public Health State of Emergency in Georgia on March 14, 2020 regarding the same; and,

WHEREAS, the Mayor and City Council, as the governing body of the City of Monroe, and City staff, have been closely monitoring the constantly evolving COVID-19 national and state health emergency and pandemic (the “Pandemic”), and taking appropriate measures to ensure the general welfare, safety and health welfare of the citizens of the City of Monroe; and,

WHEREAS, pursuant to City Charter Section 2.05, the Mayor and City Council shall hold a specially called meeting on March 26, 2020 (the “Meeting”) to address the evolving Pandemic; and,

WHEREAS, pursuant to City Charter Section 2.12, the Mayor and City Council declare the Pandemic to be an emergency situation permitting this instant Ordinance to be read and voted on at the Meeting, and not requiring reading at two meetings; and,

WHEREAS, the Mayor and City Council seek to make certain temporary ordinance amendments and amendments to the Personnel and Operational Policies and Procedures as further outlined herein (the “Amendments”) effective for ninety (90) days, unless sooner terminated or extended, in order to ensure the general welfare, health and safety of the public; and,

WHEREAS, the Mayor and City Council are permitted to vest power and authority in a City Administrator, including but not limited to, duties as coordinator and commissions of departments, and general management of City business under direction and guidance of the Mayor and City Council pursuant to City Charter Section 2.10; and,

WHEREAS, the City Administrator shall function as chief administrative officer of the City, and is responsible to the Mayor and City Council for the proper administration of all affairs of the City, including assigning job priorities and work schedules as necessary and in accordance with the policies established by the Mayor and City Council and otherwise direct day-to-day operations of the City, combining offices, positions, departments or units of the City with the approval of the Mayor and City Council, and performing such other duties as may be required by the Mayor and City Council consistent with the City Charter, Code of Ordinances, and applicable law, pursuant to City Code of Ordinances Section 2.1; and,

WHEREAS, the Mayor and City Council wish for the City Administrator as acting Personnel Administrator to redefine the City’s Reduction in Force provisions in consultation with the City Attorney, to approve updated work schedules and pay plans as needed, all in order to address the evolving City response to the Pandemic.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Monroe, Georgia, and it is hereby ordained by the authority thereof:

Article I.

The City Administrator, as acting Personnel Administrator, shall be vested with full authority to redefine the City’s Reduction in Force provisions in consultation with the City Attorney, to approve updated work schedules and pay plans as needed, and take other City personnel related actions as required in order to address the evolving City response to the Pandemic.

Article II.

All City of Monroe Ordinances or parts of Ordinances in conflict herewith are expressly repealed for ninety (90) days, unless sooner terminated or extended, in order to ensure the general welfare, health and safety of the public.

Article III

This Ordinance shall take effect immediately upon its adoption by the Mayor and Council of the City of Monroe, Georgia, and shall remain in effect for ninety (90) days, unless sooner terminated or extended, in order to ensure the general welfare, health and safety of the public.

READ AND ADOPTED on this ___ day of _____, 2020.

CITY OF MONROE, GEORGIA

By: _____ **(SEAL)**

John S. Howard, Mayor

Attest: _____ **(SEAL)**

Debbie Kirk, City Clerk