

TYRONE TOWN COUNCIL MEETING - ANNUAL PLANNING WORKSHOP

MINUTES

March 10, 2022 at 9:00 AM

Eric Dial, Mayor

Gloria Furr, Mayor Pro Tem, Post 4

Linda Howard, Post 1

Melissa Hill, Post 2

Billy Campbell, Post 3

Brandon Perkins, Town Manager

Dee Baker, Town Clerk

Dennis Davenport, Town Attorney

Also Present:

Phillip Trocquet, Town Planner

Scott Langford, Town Engineer / Public Works Director

Sandy Beach, Finance Manager / HR Director

Bridget Smith, Accounting Specialist

Devon Boullion, Environmental Specialist

Randy Mundy, Police Chief

Rebecca Brock, Recreation Manager

Patty Newland, Library Supervisor

April Spradlin, Court Clerk was absent

Social Distancing will be observed, and seating is limited. The meeting can be accessed live at www.tyrone.org/youtube. If you do not plan to attend, please send any agenda item questions or comments to Town Manager Brandon Perkins (bperkins@tyrone.org).

I. CALL TO ORDER

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

Mayor Dial called the meeting to order, the invocation was followed by the pledge of allegiance.

IV. PUBLIC COMMENTS: *The first public comment period is reserved for non-agenda items. Comments are limited to three (3) minutes. Please state your name & address. Comments that require a response may not be answered during this time. The Council or staff may respond at a later date.*

V. APPROVAL OF AGENDA

A motion was made to approve the agenda.

Motion was made by Council Member Furr.

Seconded by Council Member Howard.

Voting Yea: Council Member Furr, Council Member Hill, Council Member Campbell.

- VI. CONSENT AGENDA:** *All matters listed under this item are considered to be routine by the Town Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.*

VII. PRESENTATIONS

VIII. PUBLIC HEARINGS

IX. OLD BUSINESS

X. NEW BUSINESS

1. Staff Report: The Administration Department's 2021 Highlights and 2022 Priorities.

Brandon Perkins, Town Manager

Mr. Perkins thanked everyone for their time and shared that he was working on changing the time of year and format for the Planning Workshop. He added that staff had worked hard on their presentations and they felt that it was important to share with Council and the citizens.

He gave a high-level overview of the 2021 highlights and the 2022 goals. He stated that the downtown sewer expansion was completed and economic development and downtown improvements were also underway. The LCI study was complete and he thanked Mr. Trocquet for his hard work, he also thanked citizens and business owners for their participation. He added that the online Comp Plan survey has had great success. He stated that the first Downtown Development Authority (DDA) monthly meeting was scheduled for March 14th, at 9:00 am. He informed everyone that the 2010 employee handbook revision was underway and he would meet with department heads for their input before bringing it to Ms. Beach and Council for their approval. He thanked Ms. Beach for her assistance. Mr. Perkins stated that he received his International City/County Management Association (ICMA) certification and had begun his Certified Public Manager's (CPM) certification process through the Carl Vinson Institute. He should be certified by this May, he added that it had been a great experience. Ms. Baker completed her ongoing clerk and record training courses, and Ms. Willis took courses working toward the goal of becoming a Certified Municipal Clerk.

Mr. Perkins also shared that the required deliverables for Safe Dams had been completed for the Pendleton dam project and the Town was awaiting approval. He updated everyone on the Tyrone Road cart path project and stated that currently, staff was in the property acquisition phase. He added that there had been questions and concerns with property owners and that would continue the conversations. Mr. Perkins stated that a new ordinance was created and revisions had been made to the sewer ordinance parking ordinance and the new vacant property ordinance. He added that

staff was also working with legal on the hotel/motel tax ordinance which should be before them at the next Council meeting. A short-term rental ordinance would also be before Council soon.

Mr. Perkins informed Council that also in 2021, the Municipal Complex Generator project was completed and the Shamrock Park playground equipment was ordered and should be installed by summer. He shared that big strides were made last year, moving toward paperless meeting packets. The program was very helpful and most kinks had been worked out. He stated that there was increased activity with the citizen's newsletter by email, along with social media posts and in-person events such as the Shamrock Market.

Mr. Perkins then shared a few of the major priorities for 2022. One was to get the newly active DDA off and running and to concentrate on the final disposition for the former fire station #3. This in essence would bring more tenants to the downtown area, furthering our economic development efforts. The second would be to complete the comprehensive revision of the employee handbook. The third would be to complete the process for paperless meetings through the new meeting management system. Next would be to continue assisting Mr. Trocquet with ensuring successful completion of the Comprehensive Plan review. Lastly, to focus on working with the Planning department on developing and implementing a plan for the new Livable Centers Initiative (LCI). He added that a new website would be unveiled at the end of March. He ended by stating that staff was looking forward to a positive year and that we all pray for a strong economy.

2. Digitization of Building Records - ***Dee Baker Town Clerk, and***

Phillip Trocquet, Town Planner

Ms. Baker shared that with the addition of Ms. Crouch, the building permit record retention process could be more efficient. She stated that she reached out to three companies for copying the building plans and two returned quotes for approximately \$10,000 and \$20,000 to digitize the 400 plus plans. Digitization of the plans would make any search of records less time-consuming. Mr. Trocquet added that the storage was not climate controlled, and the rolled, aging plans needed to be digitized for preservation. The process would also add an indexing system. Mayor Dial asked if it was a legal issue if records were lost? Mr. Trocquet stated that if records were destroyed to due weather damage, staff would be able to log that information. He added that digitization would assure secure retention from weather or unforeseen circumstances. Mr. Davenport stated that records needed to be kept within a reasonable standard and that was what the Town was doing.

Mr. Perkins reminded Council that staff was informing Council of potential capital projects during the day for the next fiscal year. No action needed to be taken at that time. He welcomed Council to voice their opinions on topics that we should or should not pursue. Council Member Campbell stated that he agreed that we needed to move in the direction of preserving Town records. Council Member Hill agreed.

3. Planning & Zoning, Building Department, Code Enforcement Presentation.
Phillip Trocquet, Town Planner

Mr. Trocquet shared that instead of Planning and Zoning, Building, and Code Enforcement, the new “brand” for the department would be known as, Community Development. He stated that the department reached a few milestones. One task was the completion of the LCI plan, which teed up the Town for the potential of future grant funding. He added that the permit process was completely online, thanks to Ms. Crouch’s assistance. The golf cart permitting process was almost complete, code enforcement was online and the process for maintaining grease traps had begun. He stated that permitting process times had been reduced and we were now taking online payments. Ms. Crouch was now the main contact for building permits which streamlined the process and questions were answered sooner.

Mr. Trocquet stated that the Comprehensive Plan had begun and should be completed this year. He stated that Council identified a need for downtown improvement, and the DDA was that next step. Their first meeting would be next Monday. He also informed Council that in the short time that Ms. Crouch had been with the Town, the code enforcement process had been completed and over 35 code issues had been resolved with 36 currently active tickets. The process would improve property values and so far, only one citation had been issued this year with none issued in 2021. Mayor Dial asked for a brief code enforcement history. Mr. Trocquet stated that due to the size of the Town and limited staff, code enforcement had only been reactive at a very basic level. Calls would be received from citizens and along with the intergovernmental agreement with the County, together issues would be resolved. The County would be called only for the serious violations. The numbers were very low. Since the Town was still working with the County, only on an as-needed basis. Ms. Crouch had handled over 70 cases within four months. With the online system, citizens had been more active with submitting complaints. Council Member Hill asked if staff was actively driving around on our own or was it only by request? Mr. Trocquet shared that Ms. Crouch would do active ride-outs twice a week, but staff was receiving a good number of online submissions as well. Council Member Furr asked if the Town still had the agreement with the County? Mr. Trocquet emphasized the need for a trained, uniformed officer to issue any citations, the fee was minimum considering the need. He added that 99% of the time issues were resolved only by sending a courtesy letter or speaking with the individual. If the situation looked dangerous, or a hand-delivered citation was needed, the County officer would be required. Council Member Furr agreed for the safety factor. Mr. Trocquet explained that Ms. Crouch would perform a ride-out, take pictures and send a courtesy letter, then a violation letter. Most times the issue was then resolved. Mr. Trocquet gave Council a permit growth overview. There was a 19% increase in permit activity since last year, a 55% increase since 2015, and a 169% increase since 2010.

Mr. Trocquet moved to 2022 Goals and Objectives. He stated that one goal was to revise the Town’s fee schedule through working with department heads. Their goal was to submit all administration fees into a policy document approved by Council. This would allow for an easier revision. He added that also on the docket were revisions of a few code enforcement ordinances.

Some needed attention while others may need to be removed. Development ordinances would also need to be looked at. Over the past five years, the Comprehensive Plan, zoning assessments, the LCI, and the UGA Visioning Study were looked at or implemented. Now, we begin the implementation phase, including applying for grants. This phase would include many text amendments to revise the ordinance. He added that code enforcement would continue to improve for the betterment of property values.

Mr. Trocquet gave a timeline for the Comprehensive Plan update. The Steering Committee met in March and they received over 200 responses to the online survey. He stated that the Atlanta Regional Commission was very impressed and added that it was the highest rate they had ever seen with a city our size. We were also in the top three percentile for any response for any size city in the metro Atlanta area. He shared that a mailer was also going to be sent to citizens and Saturday was the public engagement session at Shamrock Park as part of the St. Patrick's Day celebration. All gathered information would be compiled in April for the Steering Committee where goals and vision would be updated. In May, staff would bring a draft of the Comp Plan to Council for their comments and preliminary approval. Finally, in June the final document would be sent to the Department of Community Affairs (DCA) for the final adoption.

Mr. Trocquet shared a few demographic changes over the past five years that would be reflected in the Comp Plan. There had been an 11% growth rate within those five years, which was quicker than in the past. There had been a shift in demographics as well. The housing median trends had changed. In 2020 the average house cost \$352,000, which was a 55% increase from 2013. There was a 71% increase in square footage, all being single-family. 1-acre lot size. He shared the economic trends regarding working industries. Healthcare and warehousing were at the top. The median household income in 2019 was \$104,000, which was up by 26% since 2010. Within the Town limits, the top economic trends were public service, food service, and construction.

He then shared the transportation trends. The number of people that commute into the Town was 2,089, ones that commute out were 3,311, and the number of people that live and work within the Town was 39. Living and working in town could change with improving downtown. Mayor Dial asked what was the typical ratio for a bedroom community. Mr. Trocquet stated that normally 60%-70% of residents leave their city for work.

Mr. Trocquet stated that an important element of completing the Comp Plan and implementing the LCI was the preservation of Highway 74. That would be through the Hwy 74 Overlay District Amendment which consisted of quality development, quality landscape requirements, and quality architectural requirements. Also included would be traffic improvements.

Mr. Trocquet stated that along with the Town Center Mixed Use zoning for residential and commercial, the LCI also suggested a Village/In-Town Residential Zoning District for housing. He read a summary statement that encompassed what citizens had voiced their opinions for.

“A Residential District that: Directs developments to complement the character of the Town, preserve natural open spaces, and encourage quality neighborhood construction through limited density to support the Town Center District.” This statement was a synthesis of what we heard from the residents. Included in the permitted uses would be single-family detached and attached townhome-style homes. Among the conditionally permitted uses would be home occupations, community facilities, bed & breakfasts, and perhaps tiny homes. Most questions regarding tiny homes come from residents that wanted to add one to their property.

He then shared the development regulations for the In-Town Residential District. It would focus on a maximum of 4-homes per acre which would be contingent on approval from the Planning Commission and Council. It would also encourage 50%-75% of large open space or conservation areas. That would also assist the Town with the value per acre. This would also replace the TR Zoning classification (Traditional Residential). Currently, there were no properties zoned TR. He then gave visuals of Conservation-Style Village Residential. There were clusters of homes that shared a yard, or a large amount of green space/open space. Mayor Dial asked if that was what developers desired? Mr. Trocquet stated that the design would be more difficult upfront for developers. However, this was what citizens had asked for regarding downtown housing. More cities were moving toward that model. It used less road but with more tax base. He added, to their advantage, they would have more flexibility and could add more homes. Mayor Dial shared that he appreciated Mr. Trocquet’s ability to take the citizen’s “small Town feel” desire, and to implement and maintain it. Mr. Trocquet reminded everyone that the development would only apply to downtown, the remainder of the Town would still fall under larger homes with 1-acre minimum lots. He added that the requirements would also make it necessary for roads to connect with a lower impact on downtown traffic. Council Member Campbell clarified that the development could have four units per acre. Mr. Trocquet stated that yes, but it did not mean ¼-acre lots. The developer could place six to eight units per acre, but with a large area of required open space.

Mr. Trocquet moved on to the Business Technology Park (BTP) Zoning. We have heard that we do not want a commercial suburban development such as drive-through restaurants or highway commercial types of developments. In 2017 the focus was on large properties being an employment base for the economy for the Town and Fayette County. He shared that Ms. Megan Baker would soon discuss specific properties along Hwy 74.

Ms. Boullion from the audience shared that her environmental department along with several department heads began holding weekly meetings for new subdivisions or developments. Mr. Trocquet stated that it gave everyone a chance to cover any questions that could arise, especially regarding any intersections with zoning or stream buffers. That way everyone would be on the same page, it was very helpful.

4. An update from the Fayette County Development Authority. – ***Megan Baker and Tracy Young.***

Megan Baker, The President of the Fayette County Development Authority (FCDA), and Tyrone's Representative for the board, Mr. Tracy Young were in attendance to give the presentation. Ms. Baker stated that her presentation focused more on bringing industry to Tyrone. She stated that economic development with target businesses created wealth, grew jobs, and diversified the economy, which resulted in higher wages and kept the millage rate level. She added that residential required more services, where industry allowed for balance. She gave a brief look into Trilith Studios as it pertained to the tax base. In 2013, the tax base for that particular property yielded \$9,694, with an investment of \$117,000,000 from the studio, in 2020, the tax revenue yielded \$705,874.

Ms. Baker stated that several businesses were being targeted in the County and Tyrone. Among them were advanced manufacturing, aerospace, aviation, corporate headquarters, film, creative media and technology. Fayette County was close to the interstate and Hartsfield Jackson International Airport was a good draw. She added that although Trilith Studios was a big industry, the County did not want film to be the only industry. Data centers were a good draw, everything was in the cloud, they generate a lot of tax revenue with high-paying jobs and they replaced their \$60 Million servers every three years.

Ms. Baker gave a sample of the process for a project. The business first determined the need for a move, they would then reach out to a consultant, state, or community. A site consultant would be contacted to match a state and community for their needs. The Georgia Department of Community Affairs would then reach out to a state or community that would reach the corporation's criteria such as site location, specifications, and utilities. A site visit may take place, then you would be on the shortlist. If they were interested the FCDA would then work on an incentive offer such as property tax abatement, job grants, and possibly fee waivers from the Town. At that point, the state could add statutory incentives.

She listed items that made a site competitive: if the site was already annexed and zoned properly, utility infrastructure with the capacity, a short permitting process, transportation infrastructure, and easy site access. Ideally, GDOT would be on board and the community itself would have no objections to the project. All of this would ensure less would be needed for the project. She asked, "are Tyrone sites competitive?" She read a statement from the Georgia Department of Economic Development regarding a recent project. "Project Shovel hired a consultant due to their need to move very fast. Ultimately, the Tyrone site (Brooks Place) had more contingencies with permitting and DOT work than the company felt would allow them to stick to their timeline."

Ms. Baker opened the conversation to speak on two potential sites located on Hwy 74. The first was the "Brooks Place" which was located at the Tyrone, Fulton County line. The uncertainty came from the time it would take to be annexed and rezoned, even though it was close to Interstate 85 and was a great location.

Mayor Dial asked if Tyrone could speak to the County for annexation. Mr. Davenport shared that it would be the decision of the property owner first if they wanted to rezone.

Mr. Trocquet stated that the Hobgood family should rezone sooner than later, however, would they be putting the chicken before the egg?

We would need a business plan first to see what the property needed to be zoned. Mr. Young spoke from the audience and stated that the property owner may be willing to be annexed into Tyrone if sewer were available. Mr. Trocquet shared that if the property were to be annexed into the Town under a certain zoning classification to find out later that it needed to be another zoning, the process would take a year between rezonings. Mr. Trocquet reminded Council of the Business Technology Park (BTP) discussions. That type of zoning was discussed after suggestions from the FCDA. This could be a zoning category that everyone could be comfortable with including potential industries. Mr. Davenport suggested speaking with the County as soon as possible regarding specific zoning categories.

Mr. Trocquet clarified that the County's Future Land Use Map suggested a similar zoning category as BTP which were employment-type based industries along the Hwy 74 corridor. He added that although there was no sewer and the properties were currently zoned agriculture, the County indicated that type of zoning within the future plan. He stated that staff had been working with the County to try and bridge any gaps.

Ms. Baker shared that along with zoning and annexation, another issue was site access. There was a need for a light at Thompson Road and GDOT coordination was a challenge. Mr. Trocquet agreed and stated that GDOT had placed a couple of R-Cuts along Hwy 74 making it challenging for potential businesses. The Town needed to have more discussions with GDOT to ensure a better traffic flow. Ms. Baker suggested that Council reach out to GDOT, it would save the developer time if GDOT was on board. She added that a Hobgood property was adjacent to the Campbell property and was already zoned which was good, however, there was no light at Thompson Road. She added that additional sewer may be required also. Mr. Trocquet added that sewer would be contingent on the type of development.

Council Member Campbell asked if the sewer line could reach River Crest, then into the force main? Mr. Trocquet stated that usually, the municipality would make the connection, Tyrone did not have the resources, but we do have different solutions to offer. Ms. Baker stated that there were many options out there to explore regarding assisting the developer to reach a common goal.

Ms. Baker then moved on to another Hobgood site located along Hwy 74 and Jenkins Road. She shared that it was 60-acres to the south and was zoned Industrial. The north 40-acres was zoned Mixed-Use. The developer would need to be cognizant of how it would affect school traffic. The property was zoned potentially for a film studio that currently had homes. We need to fill the ancillary uses for the studios. Those uses were transitory and they would move near the film studios. Council Member Hill added that the main use that was needed was post-production locations. Mayor Dial shared that Georgia had been attempting to attract post-production for ten years. Ms. Baker clarified that Trilith had broken away from the big box studio.

Mayor Dial stated that a conversation needed to take place if the film industry would not locate in that space that was currently zoned for that purpose. He emphasized that the FCDA needed to direct the Town in which way to go.

Ms. Baker stated that if the issues on the north site were to be completed, it would be an ideal site to market. Several interested parties had looked at the lot. The south side may be more of a challenge due to the Mixed-Use zoning and being near schools.

Mr. Trocquet stated that those conversations could be had during the Comp Plan and Future Land Use Map discussions. It would give opportunity for Council and citizens to share where they would like to see certain types of developments along the corridor. Ms. Baker stated that most metro Atlanta cities were built-out, Fayette County had the land and was located near the airport and interstate.

Mayor Dial asked for clarification on the BTP zoning category. Mr. Trocquet shared that it was a potential new category that could be applied as requested. Mayor Dial asked if the zoning would limit the uses? Mr. Trocquet shared that it would change the uses. He added that the Jenkins Road property was zoned Light Industrial with a specific plan tied to it. It was very specific. If the Town categorized that area as BTP with specific uses, the owners could request a rezoning to shift what could be accomplished with the property.

Ms. Baker stated that there were Financial Technology (Fintech) types of businesses with 50 or more acres. That could fulfil the need. Mr. Young spoke from the audience. He shared that the land was becoming harder to find, the Town needed to take control to decide what they wanted on the corridor before it was decided for us. The FCDA needed input from the Council. He added that services were difficult to fund, the Town required an offset of commercial for the tax base.

Mayor Dial stated that years ago, the FCDA suggested that the Town apply a BTP to the future plan, which the Town did. He added that it could currently match a plumbing company with big box trucks, that was not what we wanted. We need to rethink this. The FCDA was better equipped to make those decisions. Speaking to Mr. Young and Ms. Baker, he stated that it was mentioned that the Town needed industry to take the tax burden off the citizens so Council would not be required to raise the millage rate. We need good development so we do not need to raise the millage rate. There are some issues that we need to solve. Some we can, some we cannot. We can have that conversation with GDOT for a light at Thompson Road. Mayor Dial added that no one had come to him with that request. He asked them, can we be a project of yours, you tell us what industries would be ideal, give us to-do list. We would then know where we stood. We need the assistance to help identify our challenges to build some type of frontage road. The FCDA knows what we need to make that happen. You know if we need more capacity, a light or curb cuts. Our staff knows what we want, communicate with them. We are willing to meet as well. Mayor Dial shared that his frustration was personal, there had been years and years of talk to no avail, which was no one's fault. We need to remove barriers as to why these industries moved to other locations. He added that he did not want to answer to citizens as to why nothing had ever been developed on the corridor.

Council Member Howard exited at 10:30 am.

Council Member Campbell agreed with Mayor Dial. We need to have discussions on annexations and meet with GDOT. As Mr. Young stated the time was now, we need to be prepared, this is our future.

Mr. Trocquet added that he heard direction from Council that this type of industry was welcomed on the corridor. However, some citizens did not want anything on the corridor, they wished for horse farms to stay horse farms. Some citizens wanted to see the corridor grow along with the economy and quality development. He added that from a zoning perspective, that was two opposite ends of the spectrum. Staff needed clear direction from Council. We could assure that we require quality guidelines with architectural and landscaping guidelines to better preserve the corridor. The Comp Plan discussions would be a perfect time to discuss from the Future Development Map perspective the need to target conservation along with employment and industry. Council and staff could look at each property to tee them up for future development, but also through a conservation lens. Council Member Campbell stated that once one nice-looking building was in place, we could continue moving forward, we need to take that first step. Mayor Dial shared that although he enjoyed pastures also, the Town did not own them. Residential development was not a viable option because we would lose money which would make it more likely to raise the millage rate. He added that what we needed was low traffic, high financial impact development, and the FCDA needed to tell us what was required. Ms. Baker stated that she had worked closely with Mr. Trocquet and Mr. Young. The Town needed to begin discussions with GDOT regarding the Thompson Road area and speaking with the landowners.

Mr. Perkins stated that he understood Council's frustration, however, historically the Town had been opposed to growth along the corridor in any way shape or form, citizens were adamant about retaining the horse farms. Twenty years ago, the sewer was established for the sole purpose of the Southampton development. We need to change our mindset. We made the change to the Hobgood property at Jenkins. Sewer was a big hurdle for us, we will require connection and capacity for the future. Mr. Perkins added that he and Mr. Trocquet had many developers come to the Town for that particular property. He agreed that the Town needed a list to work on but to keep in mind the historical mindset regarding the corridor.

5. A progress update on projects included in the 2017 (current) SPLOST.

Brandon Perkins, Town Manager; Scott Langford, Public Works Director; Sandy Beach, Finance Manager

Mr. Perkins shared a color-coded sheet listing the 2017 SPLOST, with green being completed projects, tan were current projects, and blue were under design for fiscal year 22/23. Mr. Langford clarified that the current projects were already under contract. He gave the example of the Palmetto Road Roundabout project, which was expected to be completed the next year or the following fiscal year. Mr. Perkins shared that he was currently working with firms regarding a master plan for the Dorthia Redwine Park project to be voted on in April.

He added that the paving of the SR 74 Northbound On-Ramp project with an estimated cost of \$400,000 did not happen due to GDOT's rejection. The roundabout had a cost of \$350,000 which would be higher due to being placed in the SPLOST without a study being performed. It would not be a mini-roundabout, the intersection warranted a full roundabout.

He reminded Council that the 2017 SPLOST was \$9,025,000, which \$8,159,286 was received as of last December. As of March 8, 2022, \$4,144,143 had been spent. He assured them that staff was actively working on SPLOST projects.

Mayor Dial shared that he was surprised when he saw the numbers. Ms. Beach clarified that a large amount of the funds was spent for the Georgia Transportation Infrastructure Bank GTIB project which was a low-interest grant loan. This was for the paving of Senoia and Castlewood Roads and the turn lane from Tyrone Road onto Highway 74. Within the SPLOST funds was approximately \$2.3 Million to pay back the loan which was still being paid monthly. She explained that instead of using the money immediately, the funds were being utilized for other projects while gaining interest. Once all SPLOST funds were in, the loans could be paid. The loan interest rate loan was being used to fund other projects. Mayor Dial asked for clarification, are we gaining more than we are using? Ms. Beach stated no, it just freed up funding to be used on additional projects.

6. Discussion: Tyrone's 2023 SPLOST Funding Priorities

Brandon Perkins, Town Manager; Sandy Beach, Finance Manager; Staff

Mr. Perkins shared that Fayette County had shown interest in moving toward another SPLOST on the ballot in November. They had since decided to wait until March of 2023. That gave staff extra time to create a solid list of items for that SPLOST. He shared that staff had already begun to create the list. The list had 27 items; debt reduction was one of the items he wished to include for a total of \$3 Million, for the municipal complex. The anticipated amount for the next SPLOST, if passed would be approximately, \$11 Million. He then names a few items: resurfacing, crosswalk improvements, and police equipment. He added that staff and Council would continue to work together for a list. Mayor Dial shared that it would be difficult to create a list without numbers. Mr. Perkins shared that pricing was currently volatile, especially as it related to asphalt and building materials. He added that it was still early and staff had more time to work on it. Council Member Furr asked if the Town had to submit amounts to the County. Mr. Perkins stated that staff would create a booklet as was completed in the past, with a list of projects and estimated amounts. The list was also created for the citizens.

Ms. Beach shared that part of the education to the public, Council needed to relate to the citizens that anytime anyone pays for something within the County, even if they do not live in the County when they pay the sales taxes, it eventually came back to the citizens. Instead of an increased millage rate on property taxes, this was another way others could help with our projects. Council could relay that message so they could fully understand the process.

Council Member Campbell inquired about the street lighting under the 74 overpass. Mr. Perkins shared that he planned on placing that project within the next budget.

Mayor Dial stated that even though the SPLOST assisted with debt reduction, stormwater, and resurfacing projects these would not be attractive enough for citizens to vote for another SPLOST. Council Member Campbell stated that the Sandy Creek multiuse path may be a draw.

Mr. Perkins shared that signage and the new website would remind citizens what the current SPLOST accomplished and to add that it would only come out of their pockets when purchasing groceries and such, not their property taxes. SPLOST did not pay for salaries but it freed up millage funds for the other items such as salaries. SPLOST paid for the big-ticket items so there would be no need to raise the millage rate.

Mr. Perkins mentioned that Mayor Dial mentioned the possibility of a SPLOST Citizen Advisory Committee. Mayor Dial stated that after some thought if a committee member were to misinform the public of the details of SPLOST and how the money could be spent, it could get lost in translation and could cause an issue. That could also cause more work for staff. Council Member Campbell suggested a mailer, similar to the Comprehensive Plan survey. Mr. Perkins agreed to place that need into the next budget.

Council Member Furr inquired about SPLOST funds for Pickleball. Mr. Perkins reminded everyone that the Redwine Park project was listed in the current SPLOST. He suggested only having Pickleball courts instead of tennis or multi-use courts, totaling eight courts.

7. Discussion: Tyrone's American Rescue Plan Act (ARPA) Funding Priorities

Brandon Perkins, Town Manager; Sandy Beach, Finance Manager

Mr. Perkins shared that we still had a couple of years before we needed to spend the funds. He added that Ms. Beach had a report due in April and she needed some projects listed. He stated that one option was to take the entire \$2.8 Million to put toward revenue replacement for government services. It was a very broad term that could not be used for salaries or retirement. It could be used for additional sewer capacity and economic development such as stormwater improvements. The other option would be to go through the ARPA list, that was the path staff was leaning toward.

Mayor Dial shared that one of his main topics of discussion from citizens was that our sidewalks were too narrow. He added that they were built for pedestrians, not golf carts. The request was to widen the sidewalks. He asked Mr. Davenport if a right-of-way acquisition process was needed for that? Mr. Davenport stated that the Town-owned the right-of-way. There were exceptions but most were within the Town's right of way. Mayor Dial and Council Member Furr shared that when repaired, the sidewalks looked bad. Mayor Dial asked if the funding could be placed for a sidewalk project? Mr. Perkins stated that yes, he believed that the sidewalks could be funded through ARPA. He added that Tyrone was a share-the-road community and carts were allowed on roads with speed limits below 35 mph. Our ordinance allowed it. Multiuse paths should only be on roads over 35mph, not in neighborhoods. We need to decide if we are going to maintain the posture of a share-the-road community. Carts slow traffic on Senoia Road. Mayor Dial stated that if we decide to go that route, we need to put the ARPA funds toward road signage and road painting, to make it obvious. Mr. Perkins stated that we also need public relations for that topic.

Council Member Campbell stated that he believed that most of the Town should be under 35 mph. it would save us money, there would be no need for additional cart paths.

Mr. Trocquet stated that the Comp Plan would be a perfect format to establish that. He suggested adding traffic calming elements on the road. Mayor Dial reiterated that existing paths needed to be pleasing to the eye.

Mr. Langford shared that the 2023 SPLOST list highlighted path expansion and streetscapes. Mr. Trocquet mentioned TIP funding to assist with the project and LCI would open grant funding too.

8. Finance and Human Resources 2021 Highlights, Priorities, and a high-level overview of duties. ***Sandy Beach, Finance/HR Manager***

Council took a five-minute break.

Ms. Beach shared the 2021 Financial Highlights. She stated that February brought another favorable audit. Finance had been assisting with several large projects such as the sewer expansion, CARES ACT funding which was still being spent. Other projects were the Coronavirus American Rescue Plan and State and Local Fiscal Recovery Funds programs and grants, the First Responders Grant, SPLOST, and updating the Capital Assets List for the Georgia Interlocal Risk Management Agency. That list was important due to the ongoing insurance payments on all Capital assets. That meant, meeting with staff to make sure completed projects no longer required payments. She also shared that her department assisted with the completion of the ability to accept credit cards for various Town fees. She shared that for the past two years staff had to constantly stay abreast of COVID protocols that changed very frequently. Ms. Beach reported that the Human Resource portion of her duties experienced a lot of staff turnover. Staff had been working on preventative measures to retain our good employees and ways to hire great new employees.

Ms. Beach then reviewed the 2022 priorities. She shared that one of her main goals was maintaining financial stability for the Town, which required assistance from all staff and Council to maintain that goal. Other priorities were to assure favorable audits, retain great employees, and make good hiring choices. She added that employees had many reasons for seeking employment elsewhere such as their spouse's job required moving. Another priority was to create and maintain budget oversight which Ms. Smith assisted her with. This ensured that staff did not go over budget. Ms. Beach shared that Ms. Smith had been researching new financial software. Currently, staff was working on spreadsheets as a reporting and tracking method. The goal was to bring an RFP to Council to budget for a new software system. Ms. Smith shared from the audience that the software had to integrate with the Incode system and needed to be user-friendly for all departments. Ms. Beach stated that she would also like for the software to have a transparency link for the website so the citizens could see a graph or pie chart. Ms. Beach informed Council that staff was also tracking the film and production billing.

She then shared two items on their department's wish list. She stated that the financial software needed to be Cloud-based and for the Town to update its payroll scales to ensure all positions were falling under the proper wage scale.

Ms. Beach gave Council an overview of the Finance duties. The biggest is the annual audit. It took time to prepare.

Staff also prepared the financial reporting and created and maintained many budgets. All of the aforementioned took a lot of time coordinating with staff and the auditors. She stated that bills were paid on a bi-weekly basis which took proper coding and approvals. During the off-weeks, payroll was administered which required accuracy. Both she and Ms. Smith worked on payroll to ensure all staff was being paid properly. Ms. Beach shared that journal entries were made regularly along with bank reconciliations. Ms. Smith reviewed these to ensure accuracy.

She reminded Council that the auditor reported, being a small town, it was difficult to keep duties separate. She and Ms. Smith do the best they could to ensure accountability. Ms. Beach stated that other duties for her department were to oversee projects that included certain agencies such as CARES ACT, ARPA, SPLOST, and the Pendleton and Castle Lake dam projects. Financial records need to be maintained to be properly reported to state and federal agencies as well. One state report usually took her at least 3-4 weeks to prepare.

Ms. Beach shared the Human Resource aspect of her department with Council. Payroll and related taxes were one of the main duties of HR. Another duty was recruiting great employees and ensuring that they received the insurance that they wanted along with sharing all Town rules. She stated anytime there was turnover, it required exit duties to ensure employees were removed from their benefit plan. She shared that anytime an employee was on the Family Medical Leave Act (FMLA), a lot of paperwork was required along with coordination with the employee and their supervisor. She shared that recently there had been an uptick with past employees regarding their pension for retirement. This took a lot of coordination through our insurance with the Georgia Municipal Association.

Ms. Beach shared that each year a benefits package needed to be presented to the employees with open enrollment. Payroll then needed to coincide with what the employee chose so the amounts were correct and the Town or employee was not overpaying. This was reconciled every two weeks. Ms. Beach also shared that several reports needed to be filled regularly with the state and other agencies. Staff had to also verify past employees for new jobs or assist with verification when employees refinanced or bought a new home. She ended by stating that verification was happening more frequently as interest rates dropped.

Council Member Campbell asked if the Town had expended all of the CARES ACT funding. Ms. Beach shared that CARES ACT funding acted as reimbursement for monies already spent. She added that the \$392,000 was being spent through the general fund which was reported upfront then reimbursed, unlike ARPA which was the opposite. Mr. Perkins stated that the last CARES ACT expenditure was for the Shamrock Playground.

Mr. Perkins shared with Council that Ms. Beach and Ms. Smith achieved their day-to-day tasks and although we were a Town of fewer than 50 employees, they had a long list of duties to perform. He added that he had never had an incorrect paycheck and employees did not have concerns about that. He stated that he appreciated their work and added that the HR portion equaled to a full-time position. Finance was the team behind the scenes that kept everything flowing.

Mayor Dial relayed that usually the HR person was the villain but that never happened with our team. He added that Sandy was built for the job and she did a great job and that reflected good character and leadership.

9. Presentation and discussion of FY 21/22 Project Updates for the Public Works Department which includes: Transportation, Stormwater, Facilities, and Sewer projects. ***Scott Langford, Town Engineer / Public Works Director***

Mr. Langford shared the Public Works 2021-2022 update. He began with a transportation update. He stated that the roadside tree pruning had been completed and sidewalk repairs were completed in the Estates subdivision. He added that other sidewalk projects were beginning in March for Dublin Downs, Cathy Estates and Southampton to be completed this fiscal year. He stated that the Tyrone Road Multiuse Path project was in the land acquisition and final design phase and the bidding process should begin this fiscal year. The Transportation Improvement Program (TIP) project for Dogwood Trail was submitted for funding and the architectural and engineering process had begun in conjunction with the County. That would ensure the Town would have a voice as to which firm was selected.

Mr. Langford stated that asphalt resurfacing project design was underway for anticipated completion this fiscal year. The Palmetto/Senoia Roads intersection study was under staff review and should be brought to Council next week with findings. The Crabapple/Senoia Roads intersection would also be brought to Council next week. He shared that the roadway signage replacement was currently in the procurement process. Mr. Langford stated that Ms. Boullion would later give an update on the various stormwater projects.

Mr. Langford stated that the Pyron Point Pond Outlet project would begin and be completed this fiscal year. The Pendelton Dam Upgrades were awaiting FEMA Grant and Georgia EPD approval. The potential start date should be slated for the following fiscal year (2022/2023). He stated that Ms. Boullion would also brief Council on stormwater maintenance projects such as ponds, ditches, culverts, and structures.

Mr. Langford updated Council on facilities and facility maintenance for the fiscal year 2021/2022. The library had an HVAC unit replaced along with the Handley Field Concessions. The museum's window trim was replaced in the front of the building and a gas line was replaced toward the rear of the building. He explained that the building foundation was showing signs of cracking toward the back section of the building. The corner was settling and staff was researching designs for repair, it would possibly go through a helical piers process.

Mr. Langford stated that after going to court for vandalism of the Shamrock Park restroom partitions, that project was now moving forward. Cleaning and maintenance were ongoing.

The former police department required electrical upgrades for future Town elections. He stated that trees were removed at the Shamrock Park playground site and shortly the old equipment would be removed and the site would then be prepped for the new equipment.

Mr. Langford then gave sewer updates. He stated that the downtown sewer update was complete and the master plan should be completed this fiscal year. He stated that the sewer ordinance and tap fee schedule were complete. The pump station #2 liner was replaced and pump station #4 backup pump was being researched to obtain the correct pump. He stated that fats, oils, and grease (FOG) education implementation would be improved, Ms. Boullion would further cover that in her presentation. He stated that the inflow and infiltration (I&I) report was completed last summer and was submitted to Fulton County. It was a bi-annual report, the new report would be sent in soon.

Presentation and discussion of FY 22/23 Goals for the Public Works Department which includes: Transportation, Stormwater, Facilities, and Sewer.

Scott Langford, Town Engineer / Public Works Director

Mr. Langford shared the Public Works goals for the next fiscal year. Transportation, roadside tree pruning, and tree removal would continue. He added that having that job contracted was very helpful to staff. He stated that evaluations were taking place for additional subdivision sidewalk repairs, projects would be prioritized. He shared that the road resurfacing PCI information had been obtained to determine which roads were in most need of resurfacing. Tyrone Acres, off Arrowood Road, would most likely be the next subdivision to be resurfaced. He stated that preventative maintenance would continue to extend the life of roads. Those small techniques were much less expensive than the milling and paving each road. He stated that the TIP resurfacing project on Dogwood Trail was ongoing. He informed Council that the Tyrone Road cart path project should be completed the next fiscal year. He stated that the Senoia Road to Spencer Road cart path project was on the project list for the next fiscal year, along with the Spencer Road to Wynfield path which was included on the roundabout project list.

Mr. Langford continued with the list of goals. He shared that the Castlewood/Senoia Road Intersection study would be coming to Council soon but would not commence until the next fiscal year. One reason for the study was to get a feel for LCI money and how the intersection could be improved. He stated that the Crabapple/Senoia/Rockwood Road intersection design and construction upgrades would be coming to Council next week for the next fiscal year. The Palmetto/Arrowood/Spencer roundabout design had begun. The goal for the next fiscal year would be to acquire land and place for bid and possible construction. Those types of projects took time. He stated that roadway signage replacement was ongoing. He informed Council that there was the possibility of a Handley Park trail partnership with the Southern Conservation Trust.

The trail would be in between the lake and the ball fields. Another goal would be to complete the utility and driveway encroachment, permit system through Community Core.

Council Member Campbell inquired about the plan for the Castlewood/Senoia Road intersection. Mr. Langford stated that the intersection had experienced a couple of crashes and was an important intersection to downtown. The design for that intersection would play a key role in the Share the Road concept moving forward. Would the intersection be beneficial for five or twenty years? Changes could be necessary, there was a need for a study.

Council Member Howard returned at 11:49 am.

Mr. Langford continued and stated that we already had data on Senoia Road from two other projects that were current enough to do the study and could help reduce the cost of that study. Council Member Campbell stated that speed was the biggest factor, something needed to be done. He added that if the speed limit was reduced to 30mph that may help. Mayor Dial stated that the speed was already 30mph on Senoia. Council Member Campbell stated that it was not 30mph on Castlewood Road.

Mr. Perkins informed Council that the police trailer had been placed there. There were speeders but the data did not warrant enforcement. As a pedestrian on Senoia Road, it may seem as though cars were traveling faster than they were. He added that speed and speeding in neighborhoods was the biggest complaint received by the police department. The data was just not there. Out of one thousand, there may be 4% that was enforceable. We could do more for enforcement for cars and trucks. He suggested making the speed limit 30mph from the intersection to the industrial park. He had asked that the trailer be utilized more and at different locations throughout town, we need more data.

Mr. Trocquet shared that through the LCI study, there were designs to make pedestrians feel safer. He gave the example of sections of Castlewood where the path could be further off the road with trees in between, pedestrians would feel safer. Mr. Langford reminded everyone about the 2023 SPLOST list. There could be streetscaping and traffic calming device placement. The intersection study would help identify needs and pedestrian traffic. Mr. Perkins stated that if downtown was tree-lined with flashing speed limit signs and added elevated crosswalks, you would see a huge difference. Mr. Langford suggested circle planters and different striping for narrowing.

Mr. Langford continued with stormwater goals. He stated that Shamrock Park Pond improvements would be made with a new overflow pipe to ensure a better seal. Trees and erosion would also be assessed for that project. The Pendleton Dam Category I project would continue. The SPLOST Pendleton Trail Culvert Improvements Construction project was placed in the next fiscal year but it was dependent on the outcome for the dam. The projects could not be simultaneous. Town-owned pond maintenance would continue, some may be under ARPA funding or the general budget.

Mr. Langford began his discussion on the 2022-2023 fiscal year sewer goals. He stated that pump station #2, our largest pump station, the generator was old and it usually took 8-10 months to acquire. It was in the works for acquisition. Pump station #3 was currently on propane. He stated that he was working on the possibility to convert it to natural gas. Propane had a shorter life for emergencies as it ran from a tank. He stated that pump station #1 and others were being investigated for the possibility to add an air diffusion process that would keep the system from going septic, which would be an improvement. This would also reduce the cost of maintenance. Mr. Langford stated that fats, oils, and grease (FOF) tracking and education were ongoing.

Mr. Langford shared that pipe and manhole repairs and I&I reports were also ongoing. The Red Zone project that was implemented a couple of years ago allowed for the tracking to be more efficient.

Mr. Langford stated that another goal was to continue conversations regarding additional capacity. He shared with Mr. Trocquet that he would like to be involved with the economic development of the north end of Hwy 74 regarding sewer connections to better plan for the next fiscal year. He added that the Southampton sewer manhole stabilization project was in the design phase and currently was not a hazard.

Mr. Langford shared the fiscal year 2022-20223 facility goals with Council. He stated that the Handley Park restroom SPLOST project would be completed. The former police department and the Redwine Park concession building's HAVC needed to be replaced. He stated that the foundation repair and ADA improvements would be made to the museum as discussed earlier. The Shamrock Park restroom partitions would be replaced and possible uses for the old police department as part of the economic development plan would be on the list. He also added that among that same list was the possible relocation of the pole barn. Also discussed were the possible uses for the former fire station. If the use of the police station were to change, staff needed to know if the pole barn should be moved and begin budgeting for that. He stated that general cleaning and maintenance was ongoing for all Town buildings. Contractors were currently being sought for the construction of handrails and stairs in the front and side of the former police department.

Mr. Langford then began his presentation on the equipment needs. The first need was a pole camera for entering into manholes and stormwater pipes with a zoom capability. This would be an asset for inspections. Mayor Dial stated that Coweta County performed our inspections and asked if they had the same capabilities. Mr. Langford clarified that Coweta County inspected our pump stations, staff would still require the camera for our stormwater or sewer. More than likely, it would be used on the storm drains as our sewer pipes were smaller and we had the Red Zone images. He added that another advantage of the camera was that all images were recordable.

The second need for Public Works would be a utility vehicle. He reminded Council that the last one was stolen and it would be needed for cart path maintenance, especially in wooded areas. It would also assist with Perma-Patching the roads, picking up dog waste from the containers, events, moving signs, installation of signs, and for the placement of rip rap for storm drains. Mayor Dial suggested a bobcat with tracks, not tires.

Mr. Langford stated that he would speak with Mr. Bowman since he was the Maintenance Supervisor but the current one did not have any safety glass. Council Member Furr asked for an estimated cost for the utility vehicle. Mr. Langford stated it should be between \$13,000 and \$15,000.

Mayor Dial suggested breaking for lunch for a working lunch. Council broke for lunch at 12:14 pm and returned to continue the meeting at 12:41 pm.

10. Overview of the Town's Stormwater Program 2021 accomplishments and future program needs, including continued compliance with the Town's Municipal Separate Storm Sewer System (MS4) permit with the Georgia Environmental Protection Division (GA EPD). ***Devon Boullion, Environmental Specialist***

Ms. Boullion thanked everyone for their time. She stated that her presentation would be a brief overview explaining the reasons for the need for stormwater management. Ms. Boullion asked if anyone could name a lake, river, or stream in town. Council Member Howard named Gin Branch. Mayor Dial named Farr Lake. Ms. Boullion stated that those were correct and that she grew up in Fayette County and never realized how many waterways the County had. She added that currently, Tyrone had at least two streams in Town that were considered nonconforming, Trickum Creek and Whitewater. Those streams were considered non-fishable. They did not meet the EPD water quality standards and the pollution of the waterways began outside the Town.

She added that we needed to follow EPD guidelines to maintain what we have. She gave an example of how pollution ends up in our streams. Rainwater comes from roofs, through parking lots, onto roads where it picks up pollutants. It then travels to the stormwater system. Tyrone, similar to most stormwater systems was separate from one another. This meant that our stormwater and wastewater were separate. The stormwater was not treated for pollutants before it drained back into the environment. Pollution would then be concentrated within the outfall pipes. Effective stormwater management was the key to preventing those pollutants, it also protected our roads and properties.

Ms. Boullion explained, how was stormwater pollution managed. Elements happen during the pre-development phase. She shared that she would meet with Mr. Trocquet, Ms. Crouch, and Mr. Langford during this time for due diligence on plan reviews. She added that the property on the north end of Hwy 74 that was discussed earlier, required a report per a request. This would give the developer a list of environmental considerations before the commencement of a project. She stated that ordinances played a large part in pre-construction meetings. They also assisted with questions that current residents may have about the buildability of a particular lot. She stated that particular buffers were also required that may affect a development site plan. She shared stormwater items that were required during the development phase; bi-weekly construction site inspections, stormwater agreements, and complaint investigations for construction sites. During the post-development phase, there would be public outreach sessions, dry weather screenings, post-construction inspections to ensure the ponds were functioning properly, and green infrastructure inspections.

Ms. Boullion stated that she worked closely with Public Works to handle resident calls and water tracking to ensure waterways were clear. She explained the Municipal Separate Storm Sewer System (MS4) otherwise known as, inventory inspections and maintenance. She stated that anytime a new development or road was accepted by the Town, that would mean more inspections would be added to the required list. She moved to the municipal pollution operation's section and stated that standards were in place to ensure that the Town was not the polluters.

Ms. Boullion briefed Council on permits and plan reviews for 2021. She stated that there was an uptick in plan reviews. A portion of her review was to ensure that there were no pools constructed within a stream buffer, also to ensure that new homes or additions did not encroach within a floodplain. She also issued land disturbance permits which required inspections regularly.

Ms. Boullion shared that there were 1,650 erosion control inspections in 2021, most of which were conducted on paper. She stated that she created a new process that placed the information within an excel spreadsheet virtually which made for easier tracking. The more development the Town acquired; the more bi-weekly inspections were needed. There were approximately 64 bi-weekly inspections that were currently required. She stated that 180 notices of compliance were issued in 2021 along with 21 stop-work orders.

Ms. Boullion displayed a picture of a stop-work order. Council Member Howard asked what violation was indicated. Ms. Boullion explained that the construction site was not properly maintaining their silt fencing which could flow into the streams which affected wildlife and ultimately our drinking water. Mayor Dial asked what would be the course of action? Ms. Boullion stated that there was a 56 items checklist required by the state, that the developer needed to follow. Compliance also costs money. The notices would begin with phone calls or emails.

Ms. Boullion explained the different public outreach and education programs we have for the public such as marking stormwater drains, the Rivers Alive event which removed trash from rivers and streams, and pet waste stations. A newer program was Adopt a Stream which was a volunteer water quality testing program. She added that last week, staff met with Fayette County Board of Education interns that could shadow staff while performing civil engineering duties, site inspections, and plan reviews. The interns were very excited about the possibility of working with the Town in the future.

Ms. Boullion moved into post-development inspections. She shared that the MS4 requirements were recently added to the Town in 2016-2017, which was a 5-year permit cycle. She stated that for dry weather screenings and outfall monitoring, the pipes should only carry stormwater. The inspections begin at the furthest downstream points in the system. If water was flowing from those particular pipes 72 hours after a rain, something was wrong, it should only carry rainwater. That was a reporting requirement along with water sampling. Appropriate action would then be taken.

Ms. Boullion stated that stormwater structures were included in the 5-year reporting cycle. Inspecting the structures allowed staff to prioritize maintenance projects.

In 2022 there were approximately 600 structures that needed to be inspected along with all other required stormwater reporting. She reported that there were many miles of stormwater pipe located in the Town. Several hundred required annual inspections. She mentioned that there were hundreds of ditches along Town roads, which did not include the residential ditches. She stated that the relationship between her department and Public Works was important due to the data that she was required to enter for the ditches and that Public Works' duty was maintenance.

Council Member Campbell asked if the interns could assist with the inspections. He added that people did not realize what a massive undertaking this was. Ms. Boullion stated that there were limitations with interns. They could shadow but they were not allowed to complete the inspections, there was also a liability factor. They could assist with public outreach.

Council Member Furr inquired about septic tanks. She stated that Line Creek was notorious for overflowing, does the Town perform those inspections? Ms. Boullion stated that the Fayette County Environmental Health department covered septic tanks. Council Member Furr asked if it mattered where the overflow traveled? Ms. Boullion explained that during the plan review phase, stormwater controls were usually placed to stop long-term issues from occurring. Also, during that phase, floodplain data was reviewed to ensure homes were built at a proper elevation. Unfortunately, older homes acquire natural floodplain areas. She added that she would do her best to educate and inform residents if there were an issue. She would look at the problem but normally that would not be a Town issue. She would also ensure that future development would be developed safely according to the required standards.

Ms. Boullion informed Council regarding stormwater ponds and green infrastructure. She stated that Mr. Bowman tracked how many trash bags that AAbby collects. 9.5 tons of litter was collected from our roadsides and Town-owned parking lots and properties, keeping litter out of our lakes and streams. This was also an EPD requirement. She shared that another one of her many duties/requirements was to educate Town staff regarding stormwater runoff impact. She shared that she also worked closely with Public Works to improve the facilities checklists, which included facilities that were considered pollution prevention hot spots such as the pole barn. She added that another agency that she had to file reports to was the Georgia Soil and Water Conservation Commission. She shared that she and Mr. Langford had been re-certified to complete the plan reviews, to be an inspector, and to enforce the soil and erosion control requirements. She stated that Mr. Bowman became a Site Operator through the certification process. She shared that one goal was to have the entire Public Works crew certified, it would be beneficial.

Ms. Boullion shared pictures that had been taken since she arrived indicating clogged pipes. She reiterated the importance of her position working in tandem with the Public Works crew, together they could uphold many stormwater maintenance regulations moving forward. Another report that was required was maintenance that was completed on the stormwater infrastructure.

Previously, some work was contracted by Mallett Consulting, Inc. since then, Mr. Langford completed design work for the catch basins and sidewalk repairs. All of which would require a new reporting form.

Ms. Boullion shared a color-coded map indicating the levels of severity of aging stormwater structures. Most of the piping under our roads were from early development, made from metal. The lifespan for those pipes was usually 25-30 years. The older subdivisions were likely to require maintenance. Unfortunately, as time passes and more subdivisions were developed, there would be more need for inspections and maintenance. She stated that according to the map the densest areas were in the subdivisions. She reflected on the previous presentations that indicated the need for commercial development to balance the residential cost of services, which included infrastructure.

Ms. Boullion stated that as the Town grew so would the need for additional data collection and staff in Environmental and Public Works. She added that previously, Planning and Zoning and Environmental shared a GIS mapping license between departments. Currently, Mr. Trocquet was unable to log onto his system. The mapping system was a much-needed tool. She stated the need for a field license would also assist Public Works. Staff was working toward mobile reporting which would be a more efficient way to collect data across departments. Ms. Boullion currently had an effective way to collect erosion control inspection tracking. If Mr. Bowman had a tablet, he could also better track the stormwater maintenance log.

She restated the need for the pole camera. The camera would be an ideal tool for looking under roads for the condition of the pipe. Council Member Campbell asked if all camera work had been completed on the sewer lines. Mr. Langford stated that the work was close to completion, some sections were flooded which made it difficult to collect data. Council Member Campbell asked if those areas were functioning. Mr. Langford stated that yes, the water was still flowing.

Council Member Campbell asked Ms. Boullion, in a perfect world, what could Council do to make her job easier or better. Ms. Boullion first thanked Council for listening and added that the first step to helping her would be to listen and understand her duties. She stated that given the pace of development, she stated that contracted technical assistance for the subdivision infrastructure inventory would be ideal. Tracking takes a lot of time, which would give much-needed support. It would assist with the required 100% tracking requirement for EPD. She ended by informing Council that when the Town's population growth exceeded 10,000, there would be additional EPD regulations related to stormwater.

11. Tyrone Police Department 2021/2022 Priorities & Outcomes
Randy Mundy, Police Chief

Chief Mundy stated that the 2021 priorities and outcomes were cautiously optimistic due to the nonexistent baseline in 2020, due to COVID.

He stated that the department always maintained less than a 100 count on Part I Crime which included the more serious crimes such as murder, rape, robbery, larceny and arson level I, to mention a few. They were always less than a 200 on Part II Crime which included credit card fraud, forgery, drug possession, and theft. He stated that there were 75, Part I crimes and 127 Part II. The Part I was 16 lower than the previous year due to COVID. Comparing 2019 to 2021 the numbers were in line. Chief Mundy stated that the department increased traffic enforcement. He took officers from each shift and had them answer calls and had them be the traffic enforcement specialist for that shift. He stated that Charles Clark and Mike Vena were brought into the traffic fold. The force was still in need of an officer; however, three officers were performing both duties.

He stated that community outreach included the third Citizens Police Academy (CPA), the Stop Program, and Coffee with a Cop. All programs were at full capacity with two seats added to the CPA. Mr. Perkins stated that the public would soon see a change to the crime reporting format as they would no longer be titled Part I and II.

Mr. Perkins' concern was that the new reporting method may seem like the numbers were inflated due to the method of reporting.

Chief Mundy reported that the FLOCK cameras had been installed along Hwy 74 on the north and south ends. This would allow the Peachtree City, Tyrone, Fayetteville, the County, and Fairburn cameras to communicate with each other. Mayor Dial asked if there was a need for the cameras in the industrial parks?

Chief Mundy expressed his desire was for the industrial park businesses to form a Business Owner Association (BOA) and for various HOA's to install cameras. The cameras cost \$2,000. If the Town wished to purchase one for the entrance of the industrial park, that would be a thought. Ideally, the business owners should get together to purchase several.

Chief Mundy updated Council regarding firearms upgrades. Officers were given the option to trade their old weapons and buy in for an upgrade. He stated that the purchase of a drone was discussed last year and that the current issue was the weekly evolving regulations. They have decided to wait until regulating settled down. He shared that the state came through the department with another certification and thanks to Officer Banks, they passed with flying colors. He stated that the Intermediate Advanced Supervisory and Managerial Certification pay incentives were implemented and currently five officers were certified, he was encouraged that the numbers would grow.

Chief Mundy shared the 2022 priorities. He stated that the goals were to continue with crime stats to be under 100 for Part I and under 200 for Part II. Incentives would be offered for the officers to earn their career advancement certifications. Officers had also been asked to complete GCIC training to be able to enter warrants on their own. Currently, Ms. Spradlin had to be called in from home during off-hours to perform warrants. Another goal would be to continue with community outreach with the CPA, the Stop Program, and Coffee with a Cop.

Chief Mundy then listed the following additional outreach that the department took part in: they connected with the American Legion, met with the Fayette County NAACP for their awards night, attended two collaborative HOA President's meetings, took part in the Fayette County Bicentennial event, River Crest HOA meeting, took part in the Sandy Creek's graduation parade, the Lake Windsong parade, another HOA President's meeting, Sandy Creek's 911 Memorial celebration, Fayetteville City Hall's 911 celebration, First Baptist Church's See You at the Poles event, Sandy Creek's Homecoming parade, Southampton's 20th Anniversary, Tyrone's Founders Day celebration, the Griffin Judicial Domestic Violence event in Fayetteville, Lake Windsong's HOA meeting, and the Tyrone Christmas Tree Lighting event.

Council Member Hill inquired about the need for more FLOCK cameras. Chief Mundy stated that FLOCK leased the cameras to the Town. Ms. Beach stated that it cost \$2,500 a year for each camera. Council Member Hill asked if ARPA funding could go toward the leases? Mr. Perkins stated that yes, that was considered government services. He added that he was a strong advocate for the cameras. Chief Mundy stated that several perpetrators had been caught with assistance from the cameras.

12. Tyrone Municipal Court 2021 Accomplishments and Future Goals
April Spradlin, Court Clerk

Mr. Perkins shared that Ms. Spradlin was unable to attend the meeting, he read her presentation. It began with the 2021 Court Overview.

He stated that they navigated through adjusting court procedures to hold court and bench trials safely and healthily during the COVID 19 Pandemic. Mr. Perkins said that he could attest that they did do a good job of keeping up with regulations.

He stated that the Court adjudicated a total of 902 citations including traffic violations, city ordinance violations, misdemeanor drug cases, serious traffic cases (including DUIs) and cases transferred to another court. He added that they continued to maintain records per the State of Georgia Official Judicial Branch Retention Schedule to ensure statutory requirements were maintained. He added that they had successful completion of the town audit with Rushton and Company. Mr. Perkins stated that the Court played a big part in the annual audit.

Mr. Perkins shared that the total fines and fees that were collected for last the calendar year were \$196,000, with \$127,000 allotted to the Town, and \$69,000 was paid to state and other county agencies. He added that there were \$1,300 in jail fees and \$12,000 of jail fees were billed by the County. He shared the Court revenue for six years, the Town was negative \$82,243.50 for 2020, however, up to \$20,064.41 last year, it ebbs and flows.

Mr. Perkins shared the Tyrone Court goals for 2022. He stated that Ms. Spradlin was the Terminal Agency Coordinator (TAG) and she maintained all GCIC standards for the Police and Court departments. They would continue this training. She made sure the Town stayed in compliance with the state computer system.

He added that Court had a goal for no appeals or formal complaints and to complete all training through the ICJE and to maintain courtroom security and the well-being of others.

Council Member Campbell shared that 99% of residents did not realize how much reporting and paperwork goes into their jobs. Mr. Perkins agreed and added that there were a lot of moving parts. He stated that if they only knew that we had miles of pipe and tons of paperwork. He shared that his Capstone project for his CPM training was a citizen's academy for the administration side, similar to the Citizen's Police Academy. The administration staff would help citizens understand how their government works.

13. Recreation Department Highlights and Goals. ***Recreation Manager, Rebecca Brock.***

Ms. Brock shared the 2020 and 2021 highlights. She shared that the big item was the replacement of the Shamrock Park playground. She added that it should be operational this summer. She stated that there would be a ribbon-cutting to open the playground which would include food trucks. New grills would also be added when the playground was completed.

She shared a few noteworthy events including hosting the Fayette County Bicentennial event. Another event was the Shamrock Market. She had received good responses and after speaking with Mr. Trocquet agreed to possibly host the event every quarter. The event would co-mingle with other key events throughout the year. She stated that the St. Patrick's Day event would take place this Saturday with over 45 artisan vendors. Shamrock Market would be the summer event, Founders Day would be the fall event and there would be a Christmas Market along with the Tree Lighting ceremony for winter.

Ms. Brock shared the department's community effort for the year. She stated that the Wreath Ceremony was the biggest yet, which was held at Veterans Park. Her department had partnered with Boy Scout Troop 74 to continue building the Veteran's Crosses. The program would continue for Memorial Day. She then thanked Mr. Billy Howard for his assistance. She stated that the Christmas Angel Tree program was continuing and Memorial Benches had been added to Shamrock Park. The partnership with Tyrone Library would continue to host their summer events. She stated that as programming grew so was the need for a larger volunteer force. They had begun reaching out to local high schools, Girl Scouts, Boy Scouts, and local Homeschool groups for those that needed more volunteer and service hours and good resume' material for college.

Ms. Brock shared that this year, volunteer Kaye Pate was honored as a National Honoree of the Small-Town Civic Volunteer Award. This year, staff would institute a Volunteer of the Year Award to honor the volunteer who goes above and beyond to be presented at the first Council meeting of the year.

She shared that the Trick-or-Treat event last year was featured in the Georgia Parks and Recreation Association magazine as an example of how to host a fun and safe event during COVID-19, as well as an article in the Fayette County magazine.

She informed Council that she had obtained her Certified Playground Safety Inspector (CPSI) Certification. Recreation Assistant, Ms. Owens was honored by the Town for her hard work running Recreation while Ms. Brock was on maternity leave. She shared her appreciation for Ms. Owens.

Ms. Brock announced the 2022-2023 events. March 12th was the St. Patrick's Day event despite the wind and cold weather, all vendors were still on board. August 19th would be the Shamrock Market, September 30th – October 1st would be the annual Founders Day celebration. October 15th would be the Drive-in Movie, Halloween Town at Handley Park, October 28th would be the annual Trick-or-Treat around the Lake, November 27th would be the Lighting of the Tree and Christmas Market, December 3rd would be Cookies with the Clauses, December 7th Laying of the Wreath, December 10th Drive-in Movie, Elf.

Ms. Brock shared that staff would begin building the events from the downturn due to the Pandemic. It would begin with the St. Patrick's Day celebration and continue with the Shamrock Market and end on a high note with the addition of the Christmas Market to the Lighting of the Tree event.

Ms. Brock shared a few staff goals. Staff would become more involved with GRPA and possibly offer a Basics of Event Planning Class in the future for GRPA.

Ms. Brock stated that she was working to obtain the Certified Parks and Recreation Professional (CPRP) Certification. She had also applied to the GRPA Leadership I and II program, which could only take 40 applicants at a time.

Ms. Brock announced the new Christmas Tree program that was proposed by Council Member Howard. Tyrone businesses could purchase a Christmas tree and decorate it as they pleased, they would then be placed around the perimeter of the Shamrock lawn. So far 20 have applied and another email blast would be sent out soon everyone was very excited to see that program. She added that they would continue building on the Veterans Cross program.

Ms. Brock stated that programming had grown exponentially in the past three years and staff was reaching the upper limits of what a two-man team could do. She added that she had conversations with Mr. Perkins and wished to continue them for the possibility of adding another assistant or part-time person to assist with programming and events soon. This would help maintain the certain standard of quality service that our citizens deserve.

Ms. Brock shared that another big goal with the installation of the new Shamrock Park playground was to focus on safe play spaces and quality. All Town playgrounds should meet the required safety standards. A lot of mulching was needed along with small repairs and barrier repairs. She added that Redwine Park currently did not have barriers. Monthly inspections and documentation would also be kept.

She explained the importance of keeping good inspection records and added that there were differences between children taking normal risks and hazardous equipment. She stated that signage would be updated stating the age appropriation for each playground. She thanked Council for always supporting their events.

Council Member Hill asked if interns could be utilized for her department. Ms. Brock stated that she would be open to having interns, however, there were some duties that they would not be allowed to perform. Council Member Campbell asked how staff would enforce the age appropriation for the playgrounds. Ms. Brock stated that if staff was in the vicinity, they would keep older kids off the equipment. If a teenager was hurt on the equipment and it had the proper signage they could not come to the Town for damages. Ms. Brock added that some signage included weight limits.

14. Tyrone Library Priorities and Highlights. ***Patty Newland, Library Supervisor***

Ms. Newland shared some changes including plexiglass to enclose the circulation area. The lobby had a brochure stand and aquarium artwork was added. She shared the 2021 priorities which included developing flex programs that could run virtually or live to accommodate everyone. Staff continued with their curbside service and they were working with Finance and Administration to enable credit card payments. She thanked Ms. Beach and Ms. Smith for their assistance. For 2021 & 2022 one goal was to reinstate pre-COVID hours of operation. She added that they were now open late every Wednesday, and were also open on Saturdays. She shared that they were slowly returning to in-house programming and bookcases for the reconfigured Juvenile section would be delivered in April.

Ms. Newland shared a few highlights and stated that staff received new computers, she thanked Mr. Perkins for his assistance. She shared that a new grant was awarded to all Flint River libraries which included internet hot spots. If someone subscribed to receive the internet hot spot, it could be utilized during camping trips or on vacation. She stated that the library was also able to receive laptops that would be available for the public to check out. Along with the hot spot, they would have the complete package.

She stated that the library was still able to use funds from the State Book Fund grant from the 2021 fiscal year to purchase downloadable titles and add new volumes of sports and foreign language books to the Juvenile area.

Ms. Newland informed Council that the LibTech grant money was used for purchasing technology upgrades. Tyrone was allocated approximately \$2,164. They purchased a Kindle Fire tablet, iPad, Samsung Galaxy tablet, Amazon Kindle 10th generation tablet, three webcams, and a 70" SMART Board interactive whiteboard. She stated that due to 2021 budget cuts, libraries did not receive LibTech funding but that it would be reinstated this fall. Mayor Dial shared his concern regarding the budget cuts. Ms. Newland stated that LibTech usually funded the public computer area. She was happy with the equipment that was purchased and was looking into purchasing additional laptops and equipment for the SMARTboard.

Ms. Newland gave shout-outs. She shared that Ms. Ferrill did a great job with programming and that she recently informed her that she would be retiring at the end of April. Ms. Newland appreciates Ms. Ferrill's time and contribution to the youth and children in our community. She thanked Ms. Laura Higgins for the newly formed Scrabble Club, she ran the Facebook page and helped with programming and circulation. She thanked Ms. Katie Rees for her expertise in repairing damaged books.

Ms. Rees also uploaded library information on the webpage and worked with Circulation. She thanked Ms. Galilla Mulugeta for running the Instagram account that had 500 followers. She assisted Ms. Ferrill with uploading the weekly Big Time Story Time and she was the go-to for any computer questions or issues. She then thanked Ms. Susan Bolling for her assistance dealing with logistics, tracking items sent out for holds, as well as handling Circulation duties, and keeping the shelves read. Ms. Newland added that they all did an outstanding job.

Ms. Newland gave the 2021 end-of-year statistics. There were well over 66,000 items in circulation, 7,601 in program attendees, 145 programs, and over 11,000 in computer sessions and Wi-Fi connections. She added that when she compared 2021 to the biggest year in the library's history (2019), the statistics were favorable.

She informed Council that the current library location opened in January of 2008. She shared that the building was 14-years old, over 9,000 sq. ft, and housed approximately 45,000 items. Those items included books, movies, audiobooks, and the children's area.

Ms. Newland began a discussion regarding the grassed/walkway area between the library and the recreation building. She shared that the area would be the perfect place for a quiet, covered, landscaped reading area that could later host open mic night poetry readings or Storytime. This could be a public garden, outdoor event center.

She added that she was currently researching grant funding for Adirondack chairs, coverage, and landscaping. This improved area would complement the downtown plans. Mayor Dial asked Mr. Newland if she was leaning toward a gazebo? Ms. Newland shared that she was thinking of a pergola with stringed café lights, also an oversized chess set. She added also include a small shed with juice vending machines. The development could happen in phases. This would benefit the library and recreation facility, along with tying-in downtown.

She shared that perhaps in the fall, there could also be a tractor hay-ride to connect with the museum. Mr. Trocquet showed an example of a pergola and landscaped areas. Council Member Campbell asked Mr. Langford if the additional bricks were still located at the museum location. Mr. Langford stated that yes, there should be some available. Council Member Campbell stated that there should be enough to create a walkway between the two buildings. Mr. Langford shared that item #23 on the 2023 SPLOST list was library-recreation exterior spaces improvements.

Ms. Newland ended by sharing that she was excited and felt that the Town with all of its plans, was entering a Golden Era. The library/recreation plan would make it cohesive to tie everything together and to create an additional event space with small events. This could be accomplished in small phases.

She stated that she was excited, she loved their building, it had stood the test of time. She added that although they were experiencing growing pains, that additional area could assist with that. Council Member Campbell shared that the library and staff was the Town's hidden gem. Council Member Furr shared that they did not visit enough and she did not wish to intrude but that she and her staff did a great job. Ms. Newland shared that she welcomed Council and that she would add a computer class and perhaps a technology class.

XI. PUBLIC COMMENTS: *The second public comment period is for any issue. Comments are limited to three (3) minutes. Please state your name & address. Comments that require a response may not be answered during this time. The Council or staff may respond at a later date.*

XII. STAFF COMMENTS

XIII. COUNCIL COMMENTS

Council Member Furr asked if Veterans Park could be mulched, it was in need. She asked if the additional parking located at Veterans Park included parking that faced the First Baptist Church. Mr. Trocquet stated, not at this time. That area would be for an extension of a cart path. She shared that she asked due to the need to separate and relocate the daffodils that were currently on that side. She asked if the tree would be taken down soon. Mr. Perkins stated that it was something to research, but it would not be taken within the year. He added that additional parking spaces could be located at Veterans Park.

Council Member Furr also shared her concerns with unattended children feeding the snapping turtles bread near the bridge at Shamrock Park. They could snap at a child which could be dangerous.

Mr. Perkins shared that a couple of years ago there were concerns regarding snakes. This was their habitat. Council Member Furr asked if wire could be placed around the lake for safety? Mr. Trocquet stated that we could contact the Southern Conservation Trust.

XIV. EXECUTIVE SESSION

XV. ADJOURNMENT

A motion was made to adjourn.

Motion made by Council Member Campbell.
Voting Yea: Council Member Howard, Council Member Hill, Council Member Furr.

The meeting adjourned at 2:10 pm.

By: _____
Eric Dial, Mayor

Attest: _____
Dee Baker, Town Clerk