

The Mayor and Council met for a called meeting.

- Those Present:

Greg Thompson  
Wayne Adcock  
Lee Malcom  
Myoshia Crawford  
Nathan Purvis  
Larry Bradley  
Norman Garrett  
Nathan Little  
Jimmy Richardson  
Ron Rabun  
Debbie Kirk  
Paul Rosenthal  
Jesse Couch

Mayor  
Vice-Mayor  
Council Member  
Council Member  
Council Member  
Council Member  
Council Member  
Council Member  
Council Member  
Interim City Administrator  
City Clerk  
City Attorney  
City Attorney
- Staff Present:

Danny Smith, Jeremiah Still, Keith Glass, Logan Propes, Rodney Middlebrooks, Brian Thompson, Patrick Kelley
- Visitors:

Sadie Krawczyk, Sharon Swanepoel, Beverly Harrison, Chris Bailey, Kimberly Mayfield, Brian Krawczyk, Kyle Harrison, Lisa Anderson, John Giles, Darrell Ingram

**I. CALL TO ORDER – GREG THOMPSON**

**1. Roll Call**

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

Add Item – Item 5. Madison – Davis PRD under Items of Discussion.

To approve the agenda as amended.

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

**II. DEPARTMENT REPORTS**

**1. September Monthly Reports**

The Department heads presented the monthly reports.

**III. COMMITTEE INFORMATION**

**1. Finance**

**a. City Hall Exterior Repairs**

Finance Director Logan Propes explained that the City partnered with Garland Company at no cost through the US Communities purchasing contracts to bid repairs and preventative maintenance on the exterior and roof of the City Hall building. The exterior and roofing assessments were completed prior to the bids. The work includes wall repairs and re-sealing, repair and painting of metal fencing above entrances, cleaning and painting all wood trim, and roof maintenance and equipment restoration. The lowest bid came from Veteran Builders, LLC of Conyers for the amount of \$42,671.00. Mr. Propes explained there to be a separate line item included on the bid for pressure washing the building and cleaning the windows which would be an additional charge of \$7,215.00. He recommends going with the base amount; he feels the pressure washing not to be a necessary expense at this time. The funding for this project would come from Public Facilities Bond funds.

Council Member Lee Malcom questioned the roof warranties on the buildings.

Mr. Propes answered that the roof warranties are not covered in the scope of this work. This will be fixing some other issues and some work around the perimeter, such as seals. He explained the overall roof integrity to be good.

The committee recommends approval of Veteran Builders, LLC for repairs and maintenance of the exterior of City Hall for the amount of \$42,671.00 to Council.

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

**b. Community Building Exterior Repairs**

Finance Director Logan Propes explained that again Veteran Builders, LLC got the lowest bid through the Garland Company for the exterior repairs of the Community Center Building, for the amount of \$21,895.00. The work includes wall repairs and re-sealing, heavy cleaning of cast concrete areas, prepping and repainting all metal hand rails and trim, and cleaning and painting all wood trim. Mr. Propes explained that again there is a separate line item included for pressure washing the building and cleaning the windows which would be an additional charge of \$5,881.00. He recommends going with the base amount; he feels the pressure washing not to be a necessary expense at this time. The funding for this project would come from Public Facilities Bond funds.

Council Member Larry Bradley stated he is in favor of the repairs, but questioned if there is anything the City could do to help rent the building more often. He also questioned if there were interior issues that need attention.

Mr. Propes stated that aesthetically this painting and work will make the building look better. He explained that the sole focus at this time was getting the exterior repairs completed, before they could find their way into the interior.

Mr. Jeremiah Still explained that within the next couple of years the floors will need to be stripped and refinished.

The committee recommends approval to Council for repairs and maintenance of the Community Center Building exterior by Veteran Builders, LLC for the amount of \$21,895.00.

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

**c. FY 2017 Budget Development Calendar**

Finance Director Logan Propes explained the Budget Development Calendar for the 2017 Budget which will take effect on January 1. He stated currently the department requests are being reviewed and compiled, which will continue through the end of October. He noted there will be a series of retreat events to discuss the budget data with Council. There will possibly be some evening workshops, between October 31 and November 11, instead of taking away a full weekend. Then the Finance Committee will have a special workshop between November 14 and 18. Mr. Propes explained that while the maintenance and operation budgets are being developed for the General Fund and Proprietary Funds, the five-year Capital Improvement Plan (CIP) budget will be developed as well. The public hearing for the budget will be on December 6 with the adoption on December 13.

Council Member Larry Bradley questioned if the calendar includes meetings with the Department Heads outside of the retreats. He also questioned the time frame for the Finance Committee to vote on the budget.

Mayor Thompson stated that the Department Heads will meet with Council during some of the evening meetings.

Mr. Propes explained that the dates will be narrowed down when the time gets closer, and more meetings can be added if needed. They want to make sure that everyone has plenty of input during the process. The workshop for the Finance Committee will be more of a review of all the information.

**MAYOR AND COUNCIL MEETING      SEPTEMBER 6, 2016    6:00 P.M.**

Interim City Administrator Ron Rabun stated the process will be different than previous years, because they are trying to include a more realistic CIP budget. He explained there will still be a working period of about three weeks or close to a month for the process.

Council Member Lee Malcom requested that all the meetings not be held at night, because at the end of the day everyone is tired.

*No Action.*

**2. Airport**

Council Member Nathan Purvis stated there will be an Airport Commission Meeting and Workshop at City Hall on September 14 at 9:00 am. He invited everyone to attend.

**a. August 10, 2016 Airport Commission Minutes**

The minutes are for informational purposes only.

*No Action.*

**b. Purchase – Airport Fuel Agreement**

Mr. Chris Bailey discussed the aviation fuel purchasing process and the Aviation Fuels Contract with Perry Brothers Aviation Fuels, LLC. He recommends approval of the contract on the basis of ease of purchase, additional maintenance and liability features provided, and a guarantee of delivery. He explained it to be a three-year agreement, with two consecutive one-year options for renewal. There is also a 90-day opt out clause for both parties.

Council Member Nathan Purvis questioned how many times the ten thousand gallon tank has been refilled.

Mr. Bailey answered that the tank has been filled four times since last August, when the fuel farm opened.

Council Member Purvis stated the price with Perry Brothers to be very competitive, and if there are any issues, it could be adjusted with the 90-day opt out clause.

The committee recommends approval of the Aviation Fuels Agreement with Perry Brothers Aviation Fuels, LLC to Council.

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

**3. Public Works**

No Items Scheduled.

**4. Utilities****a. ECG Presentation – John Giles and Darrell Ingram**

Mr. John Giles stated that Electric Cities of Georgia provides a lot of services to the City such as: rates and cost studies, training alignment, and engineering support. He explained the number one goal at their recent strategic planning session was growing metered load across all services.

Mr. Darrell Ingram gave a presentation on the ECG Statewide Economic Development Program. He gave an update on the overall program, and discussed their efforts on statewide and community activities. He stated that North America is now competitive again globally, so there are a lot of manufacturing companies expanding. He stated work force is the number one issue for companies, therefore, communities are putting in technical colleges and career academies to draw that skilled labor. Mr. Ingram discussed how quality of life attracts people and therefore attracts manufacturing. He explained that ECG shows buildings to prospective companies, and due to speed in the market, seventy percent of those companies look for existing buildings. Community Development will have a bus tour in Monroe October 18 and 19, with lunch being hosted by Monroe. Mr. Ingram encouraged Mayor and Council to participate in the Annual Summit which will be held in April at Jekyll Island.

Council Member Larry Bradley questioned if there are things that the Council should be aware of or doing to make the City more attractive to industrial or commercial retail.

Mr. Ingram stated that the City is already doing a lot in terms of quality of life, which attracts them, and the City does a good job of making Monroe the Economic Center of Walton County.

*No Action.*

**b. Discussion – City Hall Signage**

Mr. Brian Thompson discussed signage possibilities. He discussed his recommendation to close the employee entrance on Highway 11, extend irrigation, extend electric, replace the sidewalk, and plant grass. He explained that the work could be performed under staff spending limits. This would help with safety, stop people from cutting through the parking lot, and also add a few more parking spaces. Mr. Thompson recommends performing the site work in 2016, and then staff can look at including the cost for signage in the budget for next year. The cost will be approximately \$12,000.00 for two new signs.

Council Member Jimmy Richardson questioned if the new signs would have the street address included on them, because the current sign does not show the street address.

Mr. Thompson stated the addresses could be included on the new signs. He also discussed the design having a removable panel for inserting current information, advertising what is happening around the City, and still meet Code requirements. At this time, the request is for permission to close the driveway. The cost for signage will be looked at for next year's budget.

The committee recommends approval for staff to perform the site work to close the Highway 11 employee entrance to Council.

*Motion by Bradley, seconded by Purvis.  
Passed Unanimously.*

**c. Discussion – Water Fountain Repair**

Mr. Rodney Middlebrooks discussed the bids for repair of the water fountain to fix the flooding inside the vault and replace the damaged control panel. He explained the two trees at the rear of the vault will need to be removed, due to their root system growing into the conduit around the control panel. Staff will then clean and completely seal the outside of the vault to prevent future water damage. The cost of the materials for sealing the vault will be \$1,000.00. Then Legacy Electrical Services can remove and install a new control panel for the amount of \$10,528.39.

Council Member Little questioned how the repairs would be funded.

Mr. Logan Propes stated that money would come from Public Facilities Bond funds.

The committee recommends to Council approval of Legacy Electrical Services to repair the fountain for the amount of \$10,528.39 and staff to purchase materials to seal vault for the amount of \$1,000.00.

*Motion by Purvis, seconded by Bradley.  
Passed Unanimously.*

**d. August 30, 2016 Utility Committee Minutes**

The minutes are for informational purposes only.

Council Member Larry Bradley requested the minutes be revised. He stated that he has a correction and then a recommendation concerning the Milledge Avenue Utilities Project. He would like item number five of the minutes corrected, due to the implication not being his intention. He stated that he recommended approving a policy so the project could move forward, but it was not his intent to recommend promoting additional low income housing, such as the minutes suggest. He feels that Monroe currently has more than enough low income housing. The project was presented for quality housing to go into an area where there is predominately low income housing, in an area that is distressed. He explained that his recommendation was to have a policy to promote infill housing within the core area of the City. The policy would

**MAYOR AND COUNCIL MEETING      SEPTEMBER 6, 2016    6:00 P.M.**

include the City completing the utility infrastructure in that particular area where there is none. Therefore, he would like that correction made in the Committee Minutes. He would also like to recommend that this policy be drafted and presented at next week's Council Meeting for a vote.

*No Action.*

**5. Public Safety**

No Items Scheduled.

**6. Economic Development****a. DDA Action Plan 2016-2017**

Ms. Lisa Anderson, DDA Board Chair, presented the Downtown Development action plan for 2017. She explained these goals were set by the DDA Board during their annual retreat in July. She discussed the different projects and funding. Ms. Anderson reviewed the four areas of focus (Design Projects, Business Support, Development Projects, and Funding) and the calendar deadlines for each goal.

*No Action.*

**b. Redevelopment Fund Grant Award of \$369,869**

Economic Development Specialist Sadie Krawczyk announced that the City received official notification of being awarded \$369,869.00 for the Redevelopment Fund Grant through CDBG. This will be used to address conditions of slum and blight at the Monroe Livery Stable on Lumpkin Street in downtown behind The Wayfarer Hotel. The funds will be loaned to the builder, who will pay the funds back to DDA. Once the funds are paid back, they will become a long term funding source for other projects or be used for a local revolving loan program.

*No Action.*

**IV. ITEMS OF DISCUSSION****1. Upcoming Public Hearings**

- a. Rezone – 319 McDaniel Street**
- 2. 2<sup>nd</sup> Reading – Zoning Ordinance Code Text Amendments**
- 3. 1<sup>st</sup> Reading – Animals Ordinance Amendment**
- 4. Resolution – MGAG Gas Supply Contract**
- 5. Madison – Davis PRD**

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

**V. ITEMS REQUIRING ACTION****1. 1<sup>st</sup> Reading – Property Taxes Sec. 90-35 Ordinance Amendment**

City Attorney Paul Rosenthal presented the first reading of the ordinance.

**VI. ADJOURN**

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

  
MAYOR

  
CITY CLERK