

**MINUTES  
WORK SESSION OF THE BOARD OF COMMISSIONERS  
CITY OF DOUGLAS, GEORGIA  
MAY 24, 2021**

**A Work Session of the Board of Commissioners held on Monday, May 24, 2021, at 6:00 pm at the C. E. Weir Center with Mayor Tony L. Paulk presiding and Mayor Pro-Tem Bob Moore Commissioners Edwin Taylor, Mike Gowen, Kentaiwon Durham, and Cindy McNeill were present. Commissioner Olivia Pearson was absent.**

**REVIEW OF MAY 10, 2021 MEETINGS MINUTES**

The first business item presented by Mayor Tony L. Paulk was to review the minutes from May 10, 2021 ( (Work Session./Regular Minutes) of the Board Commissioners. Mayor Tony L. Paulk requested that the Commissioners offer any changes so that the City Clerk could correctly record the minutes for historical data.

It was the consensus of the Commission to place this item on the **Consent Agenda**

**DISCUSSED APPOINTMENT TO DOUGLAS HISTORIC PRESERVATION COMMISSION**

Georgia Henderson, Community Development Director, appeared before the Mayor and Commission to seek permission to appoint a new member to serve on the Douglas Historic Preservation Commission.

Mrs. Henderson stated that the Douglas Historic Preservation Commission is seeking to fill a vacated seat, which became vacant upon the resignation of Mr. Chris Trowell, who resigned on April 23, 2021, with a term expiring December 31, 2023. Upon the recommendation of the Historic Preservation Commission, Staff recommends appointing Mr. Frankie Snow to serve on the Historic Preservation Commission, filling the unexpired term from May 24, 2021 - to December 31, 2023.

It was the consensus of the Commission to place this item on the **Consent Agenda**

**DISCUSSED APPROVAL OF THE T-HANGAR & STORAGE LEASE AGREEMENT FOR KIP AND KOLBY MCCLELLAND**

Georgia Henderson, Community Development Director, appeared before the Mayor and Commission to seek approval to lease T-hangar and storage space to Kip and Kolby McClelland at the Douglas Municipal Gene Chambers Airport.

Mrs. Henderson stated that the McClellands would like to agree with the City of Douglas to lease T-Hangar #5 and Storage Unit #1 at the Douglas Municipal Gene Chambers Airport for the day-to-day operation of their Twin Aviation Repair, LLC business. The lease will be \$150.00 per month for the t-hangar and \$63.00 per month for the storage unit, effective June 1, 2021.

It was the consensus of the Commission to place this item on the **Consent Agenda**

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**DISCUSSED APPROVAL FOR AGREEMENT OF PROFESSIONAL  
ADMINISTRATION 2021 CDBG WITH SOUTHERN GEORGIA REGIONAL  
COMMISSION**

Georgia Henderson, Community Development Director, appeared before the Mayor and Commission to seek approval of an Agreement for Professional Administration of the 2021 CDBG between Douglas and Southern Georgia Regional Commission.

Mrs. Henderson stated that the City of Douglas requested the assistance of the Southern Georgia Regional Commission to write the application for the 2021 Community Development Block Grant (CDBG), which is being submitted to the Georgia Department of Community Affairs on or before June 4, 2021. The estimated administration cost for April 1, 2021, until October 15, 2023, is \$44,581.00. The Regional Commission writes and administers the grant, processes tribunals, environment reports, historic preservation guidelines, and other services ranging from construction acts, civil rights, and state and federal guidelines. It was the consensus of the Commission to place this on the Regular Meeting for announcement purposes.

**FUNDING:** 2021 CDBG Grant (if awarded) \$44,581

**DISCUSSED APPROVAL OF EAST GORDON DRAINAGE PROJECT**

Mike Hudson, Utilities Director, appeared before the Mayor and Commission to discuss making necessary repairs to the storm drain pipe.

Mr. Hudson stated that one of our major storm drain outfalls flows across East Gordon between Raintree and North McDonald. May 2018, it was discovered that two 48" galvanized pipes were showing signs of extreme deterioration. Staff requested ESG Engineering to look at replacing the plan for this storm drain pipe. The plan called for upsizing the lines to 60". Also, installing headwalls to direct the flow of the water to minimize wash out. On April 24-25, 2021, we experienced a 200-year flood event that damaged the East Gordon Storm Piping, and ESG Staff made emergency repairs to the pipe and roadway. Luckily this project was already out for bid, and those bids opened on April 29, 2021.

Mr. Hudson also stated that he presented an attached copy of the recommendation letter, tabulation sheet, and the Notice of Award letter for your review. If approved, the project will encumber the FY'21 budget but will not be started or completed until the FY'22 fiscal year. This project will add to the FY'22 budget.

**FUNDING:** FY 21 Stormwater Budget Line Item Drainage Construction 540-4250-54.1401 will encumber into the FY'22 budget.

It was the consensus of the Commission to place this item on the **Consent Agenda**

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**DISCUSSED CMAR CONTRACT AMENDMENT #7 - DAVIS WADE PARK IMPROVEMENTS (NEW POOL, POOL HOUSE, & MIRACLE FIELD)**

Charles W. Davis, City Manager, appeared before the Mayor and Commission to get approval for Amendments #7, Davis Wade Park Improvements (New Pool, Pool House, & Miracle Field), in the amount of \$5,273,768.

Mr. Davis stated that this agenda item is a part of the CMAR Joint Venture Harper & Lewis Construction Contract. Amendment 7: After being legally advertised (verified Douglas Enterprise editions of 4/15/21, 4/22/21, 4/29/21, & 5/06/21), the sealed Request for Proposals for the Davis Wade Park Improvements (New Pool, Pool House, & Miracle Field) from qualified subcontractors had to have been received by the city by 2:00 pm Thursday, May 13, 2021. Bid opening held at 2:00 pm, Thursday, May 13, 2021, at the City of Douglas Utilities Building located at 100 Public Works Dr, Douglas, Georgia. Those present at the bid opening were Jeff Harper (Harper Construction), Ron Lewis (Lewis Construction), ShaNia Smith (COD), and Mike Hudson (COD). All bids were logged in and opened in front of everyone present and was signed off on by members of the CMAR Contractors and City of Douglas staff.

**FUNDING:** FY'21 & FY'22 - 351 Capital Fund Budget

It was the consensus of the Commission to place this item on the **Consent Agenda**

**DISCUSSED RESCINDING THE COVID-19 MASK REQUIREMENT FOR EMPLOYEES AND BUILDING ENTRY REQUIREMENTS**

Charles Davis, City Manager, appeared before the Mayor and Commission to discuss and seek approval that the governing body rescinding all local enacted Covid-19 requirements. This item relates to the employees wearing masks and entry requirements into our buildings and to only implement at any given moment the conditions imposed by the most current Governor's Executive Order.

Mr. Davis stated that during the early part of the Covid -19 pandemic event in 2020, the City Manager and the City governing body implemented several employees and citizen requirements related to the wearing mask and entry into our buildings. The Coffee County 7 day moving average is now down to last year's April 2020 numbers. The City Manager recommends that we implement what is required by the Governor's Executive Order at that moment.

It was the consensus of the Commission to place this item on the **Consent Agenda**

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**DISCUSSED THE ELECTION OF GMA'S DISTRICT 11 OFFICERS FOR 2021-2022**

Charles Davis, City Manager, appeared before the Mayor and Commission to I to vote to authorize the Mayor to sign the ballot casting a vote for the GMA's District 11 2021-2022 Officers

Mr. Davis stated that each year the city must authorize the Mayor to sign the city's ballot for GMA's District 11 officers. Attached is your city's official ballot for the election of GMA's District 11 Officers for the 2021-2022 year. Listed on the ballot are the names of the city officials who the current district officers have nominated. (The present officers are in charge of serving as a district nominating committee.) No additional nominations were received by the deadline of April 20, which means that the nominations are closed. The ballot would be returning to the attention of Emily Davenport by Tuesday, June 1. Please note that one ballot is submitted per city.

The city officials will be notified of the results shortly after June 7. Final approval of GMA district officers, as well as the Association's officers and Board of Directors, will occur at the business meeting to be held in August

It was the consensus of the Commission to place this item on the **Consent Agenda**

**GENERAL COMMENTS**

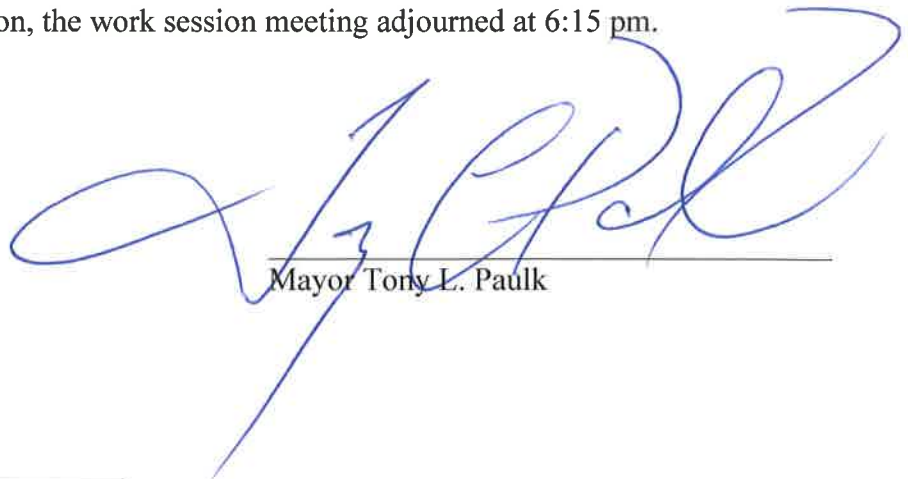
No comments

**CITY MANAGER'S UPDATES**

No comments

**ADJOURNMENT**

There being no further discussion, the work session meeting adjourned at 6:15 pm.



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Mayor Tony L. Paulk

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Wynetta J. Bolder, CMC