

**MINUTES  
WORK SESSION OF THE BOARD OF COMMISSIONERS  
CITY OF DOUGLAS, GEORGIA  
AUGUST 23, 2021**

**A Work Session of the Board of Commissioners was held on Monday, August 23, 2021, at 6:00 p.m. at the C. E. Weir Center. Mayor Tony L. Paulk was presiding, and Commissioners Edwin Taylor, Mike Gowen, Cindy McNeill, Kentaiwon Durham, and Olivia Pearson were present. Mayor Pro-Tem Bob Moore was absent.**

**REVIEW OF AUGUST 16, 2021 MEETINGS MINUTES**

The first business item presented by City Manager Charles Davis was to review the Board of Commissioners' August 16, 2021 (Work Session/Regular Minutes). Mayor Tony L. Paulk requested that the Commissioners offer any changes so that the City Clerk could correctly record the minutes for historical data.

Commissioner Pearson requested that the discussion held in the Work Session by Mr. Michael Newton appear in the Regular Meeting minutes.

It was the consensus of the Commission to table this item

**DISCUSSED AND APPROVAL OF SUBMITTAL RESOLUTION TO RECOGNIZE KEEP DOUGLAS BEAUTIFUL AS AN AFFILIATE WITH KEEP AMERICA BEAUTIFUL, INC.**

Georgia Henderson, Community Development Director, appeared before the Mayor and Commission to discuss and approve a submittal resolution to name our Keep America Beautiful Affiliation as Keep Douglas Beautiful.

Mrs. Henderson stated that the Name Change Resolution is a resolution supporting the Keep America Beautiful. Affiliate Keep Douglas Beautiful, a board that seeks to promote environmental sustainability and educate the community to take action every day to increase safety, reduce litter from our open spaces and waterways, improve recycling effort, and Keep Douglas Beautiful.

Mrs. Henderson also stated that the Affiliate program, developed by Keep America Beautiful, Inc., greatly assists in educating our community about littering behavior, waste handling, and beautification, thereby enhancing community appearance. This resolution supports that the City of Douglas Mayor and Commission recognizes Keep Douglas Beautiful as the new name for our Affiliate and supports the participation with Keep America Beautiful, Inc.

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

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**DISCUSSED AND APPROVAL OF SUBMITTAL RESOLUTION TO ESTABLISHING  
A KEEP DOUGLAS BEAUTIFUL COMMITTEE**

Georgia Henderson, Community Development Director, appeared before the Mayor and Commission seeking approval for a submittal resolution to support the Keep America Beautiful organization in Douglas and establish a Keep Douglas Beautiful Committee.

Mrs. Henderson stated that the City of Douglas endorsed establishing this affiliation on July 27, 2020, supporting Keep America Beautiful, Inc. The Keep Douglas Beautiful Committee desires to improve the physical quality of community life; a clean environment contributes to our citizens' emotional, physical, and economic well-being. The City of Douglas recognizes Keep Douglas Beautiful as an official committee and understands it shall be accountable to the City of Douglas.

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

**DISCUSSED REQUEST TO PUBLICIZE VACANCIES ON THE KEEP DOUGLAS  
BEAUTIFUL COMMITTEE**

Georgia Henderson, Community Development Director, appeared before the Mayor and Commission to seek approval for Mayor and Commission to advertise vacancies on the Keep Douglas Beautiful Committee.

Mrs. Henderson stated that the Keep Douglas Beautiful Committee (KDB) Board is seeking to fill vacancies. The newly appointed member will serve until the decision to resign. Anyone desiring to serve on KDB must meet the following requirements. Keep Douglas beautiful seeks to promote environmental sustainability and educate the community to take action every day to increase safety, reduce litter from our open spaces and waterways, improve recycling effort, and keep Douglas beautiful. The volunteer must strive to better the community and seek to be an active member of KDB.

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

**DISCUSSED AND APPROVAL OF THE BID AWARD FOR AIRFIELD ELECTRICAL  
REPLACEMENT CONSTRUCTION - DOUGLAS MUNICIPAL AIRPORT**

Georgia Henderson, Community Development Director, appeared before the Mayor and Commission to present bid tabulation and approval to award the Douglas Airfield Electrical Replacement at the Douglas Municipal Airport.

Mrs. Henderson stated that four bids on Friday, July 30, 2021, were received for the Douglas Municipal Airfield Electrical Replacement. J Ranck Electric, Inc. submitted a base bid at a total cost of \$1,143,975.00 and an alternative bid at \$1,173,625.00.

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**DISCUSSED AND APPROVAL OF THE BID AWARD FOR AIRFIELD ELECTRICAL REPLACEMENT CONSTRUCTION - DOUGLAS MUNICIPAL AIRPORT- CONTINUED**

Freedom Electric Solutions, LLC submitted a base bid at a total cost of \$407,479.16 but did not submit an alternative bid. Trinity Electrical Services offered a base bid at a total price of \$530,870.00. An alternative bid at \$563,450.00. TCA Electrical Contractors, Inc. submitted a base bid at a total cost of \$542,349.00 and an alternative bid at \$572,028.00. Trinity Electrical Services is the certified low bidder. As a result of available funds and GDOT approval and selection of the alternative bid.

The anticipated local share of the project is \$51,161.00. Since this bid meets all of the bid requirements for the project, it was recommended that this project is awarded to Trinity Electrical Services. **FUNDING:** FAA Federal Grant \$423,126.00 GDOT State Grant \$175,723.00 Local Match \$51,161.00 (SPLOST VI)

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

**DISCUSSED AND APPROVAL OF WORK AUTHORIZATION #8 - GENERAL SERVICE AGREEMENT FOR DOUGLAS MUNICIPAL AIRPORT**

Georgia Henderson, Community Development Director, appeared before the Mayor and Commission to seek approval of a General Service Agreement between the City of Douglas and Michael Baker International

Mrs. Henderson stated that staff is seeking approval of a General Service Agreement between the City of Douglas and Michael Baker International to cover professional services costs that fall outside of the state and federally funded projects. Under this agreement, the consultant will provide planning, environmental, architectural, and engineering services at the Douglas Municipal Airport. Other benefits would be, but not limited to, attendance at meetings on behalf of airport management personnel; the preparation of preliminary exhibits, documents, and cost estimates; the practice of plats and surveys in association with airport leaseholds and property; assistance with plan reviews; and other similar assignments as specified by the City of Douglas

Mrs. Henderson also stated that this agreement would cover day-to-day management activities that are not connected to a specific capital improvement project or are outside the scope of a particular capital project improvement and not exceed \$30,000.

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

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**DISCUSSED AND APPROVAL WORK AUTHORIZATION #9 FOR PROFESSIONAL SERVICES - AIRFIELD ELECTRICAL REPLACEMENT CONSTRUCTION**

Georgia Henderson, Community Development Director, appeared before the Mayor and Commission to seek a Work Authorization for Professional Services for Engineering Services for the Douglas Municipal Airfield Electrical Replacement Project.

Mrs. Henderson stated that the Douglas Municipal Airport was awarded funding by GDOT and FAA for the Airfield Electrical Replacement Construction from federal and state funds for \$598,849.00, with the city matching \$51,151.18.

Mrs. Henderson also stated that the city solicited qualified responsive firms for engineering and design services for the Spooner Road and East Gordon Street TAP Implementation Project. The project limits include Area 1 – E. Gordon St./ Eastside Park Area (Total Linear Footage – 1,909), Area 2 – Spooner Rd. Area (Total Linear Footage – 1,305), Area 3 - East Baker Highway from Lakeview Avenue to Bowens Mill Road (Total Linear Footage – 2,550), and South Gaskin Avenue from Bowens Mill Road to Pinecrest Drive (Total Linear Footage – 2,950). Keck & Wood, Inc. (the “Engineer”) intends to provide the city with professional engineering services for the design of this project.

Mrs. Henderson explained that staff requests a Work Authorization for Professional Services agreement to get the grant process underway. Michael Baker International will cover bidding and construction administration for this project, including project formulation, bid phase services, construction administration services, construction inspection, and as-built drawings. The scope and fees have been reviewed and approved by the Georgia Department of Transportation - Aviation Programs Office.

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

**DISCUSSED AND APPROVAL OF CONTRACTOR FOR CDBG 2020 BEHAVIOR HEALTH GRANT 20P-Z-034-2-6128**

Georgia Henderson, Community Development Director, appeared before the Mayor and Commission to award the total base bid contract to the low bidder, Harper & Co, in the amount of \$1,109,400 for CDBG 2020 Behavior Health Project Community Development Block Grant #20P-Z-034-2-6128.

Mrs. Henderson stated that three bids were received and opened on July 22, 2021, for the 2020 CDBG#20p-z034-2-6128 for the Douglas Adult Mental Health & Substance Abuse Disorder Outpatient Facility construction. Bids were as follows: Harper & Company Builders, Inc., base bid \$1,109,400.00 and additional alt bid \$79,000; Charles E. Lewis Construction Co. Inc., base bid \$1,288,939.00 and additional alt bid \$64,993; and Cork-Howard Construction Co, base bid

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**DISCUSSED AND APPROVAL OF CONTRACTOR FOR CDBG 2020 BEHAVIOR  
HEALTH GRANT 20P-Z-034-2-6128-CONTINUED**

\$1,525,000.00 and additional alt bid \$290,000. Staff recommends the low bid award to Harper & Company Builders, Inc. of Douglas, Georgia

**FUNDING:** Total Base Bid: \$1,109,000 **FUNDING SOURCES:** CDBG Funds \$687,222 Unison - \$100,000 Unison - \$79,000 (alt bid) Coffee Regional Medical Center - up to \$250,000 Coffee County Commission - (Pending request) up to \$350,000 City of Douglas Capital Improvement Funds - (if needed) up to \$72,178

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

**DISCUSSED AND APPROVAL OF THE POLICE DEPARTMENT'S APPROVAL TO  
PURCHASE A USE-OF-FORCE VIRTUAL-REALITY TRAINING SIMULATOR**

Shane Edmisten, Chief of Police, appeared before the Mayor and Commission to seek approval to purchase a use-of-force virtual-reality training simulator to train officers and enhance community-relation efforts. The use of this training simulator will assist in preparing officers for real-life use-or-force scenarios. It can also be utilized during events to strengthen community relations. See attached quote and sole-source letter.

Chief Edmisten stated that the Police Department is seeking approval to purchase a use-of-force virtual-reality training simulator to train officers and enhance community relations efforts. The use of this training simulator will assist in preparing officers for real-life use-or-force scenarios. It can also be utilized during events to strengthen community relations. See attached quote and sole-source letter.

**FUNDING:** 100-3240-54.2401 \$32,000.00

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

**DISCUSSED AND APPROVAL OF THE 2021 MILLAGE TAX ORDINANCE – FIRST  
READING**

Charles Davis, City Manager, appeared before the Commission to present the first reading of the 2021 Tax Ordinance.

Mr. Davis stated that the City of Douglas must set the Tax Millage by Ordinance each year. As required by state law, a five-year history of the city's property tax digest and levy and notice of public hearing on the attached ordinance was published in the Douglas Enterprise on August 19, 2021, and will run September 2, 2021.

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**DISCUSSED AND APPROVAL OF THE 2021 MILLAGE TAX ORDINANCE – FIRST READING-CONTINUED**

Mr. Davis explained that the proposed Tax Ordinance would be read for the first time this evening. The law requires scheduling the public hearing for 7:00 p.m., Monday, September 13, 2021. Following the public hearing, the ordinance will be presented for action. This ordinance sets the net millage rate at 7.363 mills for the City and 1 Mill for the Industrial Authority, for a total of 8.363 Mills. **FUNDING: FY 22 - REVENUE - \$2,777,812**

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

**~~DISCUSSED AND APPROVED THE FY'21 BUDGET AMENDMENT~~**

Charles Davis, City Manager, appeared before the Commission to seek approval of the amending of the FY'21 City of Douglas Budget to reflect changes since the adoption of the FY'21 Budget on June 22, 2021.

Mr. Davis explained that changes in revenue and expenditures have occurred since the adoption of the FY'21 budget on 6/22/2020, making it necessary to amend the said budget. The proposed FY'21 amended budget: General Fund is adjusted down by \$0.00 to reflect a total increase in revenue and expenditures, changing the total General Fund Budget from \$17,164,480 to \$17,164,480. Utility Funds are adjusted to reflect a total increase in revenue and expenditures of \$-0.00, changing the Total Utility Funds Budget from \$49,696,518 to \$49,696,518. Special Revenue Funds are adjusted to reflect a total decrease in revenue and expenditures of \$(2,400,000), changing the Total Special Revenue Funds Budget from \$34,544,249 to \$32,756,565. Employee Benefit Fund (Health) is adjusted by \$0.00 to reflect the anticipated revenue and expenditures, changing the budget from \$2,536,000 to \$2,536,000. Worker's Comp Insurance Trust is adjusted by \$0.00 to reflect the anticipated revenue and expenditures, changing the budget from \$195,304 to \$195,304. The total annual budget will be reduced from \$104,136,551 to \$102,348,867.

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

**DISCUSSED GEORGIA MUNICIPAL ASSOCIATION (GMA) AMERICAN RESCUE PLAN ACT (ARPA) PRESENTATION**

Terrell Jacobs, and Becky Taylor, Representatives of the Georgia Municipal Association, appeared before the Commission presenting the American Rescue Plan Act for Cities presentation. This information will assist the Commission with making a well-informed decision regarding the American Rescue Plan funds.

**No Action taken**

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**DISCUSSED EXECUTIVE ORDER 13985 AND THE AMERICAN RESCUE PLAN**

Rev. Ferrell Malone, Macedonia Church, Waycross Georgia, and Fresh Communities appeared before the Commission to speak on Executive Order 13985 and the American Rescue Plan. Rev. Malone stated that his recommendation is to have citizens involved and the community has a vision and Covid vaccination programs.

**No Action taken**

**GENERAL COMMENTS**

Paula Smith appeared before the Commission, stating that many of her comments were expressed during the meeting. She asked that we all get along, and she will make herself available to become a part of the process of the American Rescue Plan.

Hal Pressley appeared before the Commission to discuss the allegations against Commissioner Pearson regarding funds from the NAACP.

Olivia Pearson stated she was upset regarding Robert Preston discussing her situation with the NAACP funds on social media.

**ADJOURNMENT**

There being no further discussion, the work session meeting adjourned at 7:48 p.m.

  
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Wynetta J. Bolder, CMC

  
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Mayor Tony L. Paulk

