

**MINUTES
WORK SESSION OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS, GEORGIA
DECEMBER 11, 2023**

DISCUSSED APPOINTMENTS TO THE HISTORIC PRESERVATION COMMISSION

Georgia Henderson, Community Development Director, appeared before the Commission to reappoint Dr. Jim Cottingham to another three-year term on the Douglas Historic Preservation Commission, beginning January 1, 2024, through December 31, 2027, and to appoint a new member to fill the vacant seat of Mr. Frankie Snow.

Mrs. Henderson stated that The Douglas Historic Preservation Commission desires to fill two expiring terms: Mr. Frankie Show and Mr. James Cottingham, which expires December 31, 2023. Mr. Snow declined to continue serving on this commission. Staff properly publicized and, when entering agenda items, did not receive any new applications to fill the term of Mr. Snow.

The Commission's consensus was to move this item forward on the **Consent Agenda**.

DISCUSSED THE FEE SCHEDULE FOR PERMITTING ACCESSORY UNIT STRUCTURES

Georgia Henderson, Community Development Director, appeared before the Commission to seek approval to adopt a \$35.00 permitting fee for Accessory Unit Structures being placed within the city.

Mrs. Henderson stated that as accessory unit structures (storage buildings) become more popular within the city, challenges with enforcing the unified land development code have increased. The Unified Land Development Code (ULDC) regulates the placement of location, design, type, and size of accessory unit structures. To control the accessory unit structures, staff must be aware of the order of the accessory unit structures and inspect the proper setup. This can only be done by a permitting process. Staff recommends a \$35.00 fee to cover the administrative cost incurred by the city to regulate accessory unit structures.

The Commission's consensus was to move this item forward on the **Consent Agenda**.

DISCUSSED THE ROAD CLOSURES ASSOCIATED WITH THE BRYAN ST WATER LINE PROJECT

Michael Hudson, Utilities Director, appeared before the Commission to discuss and approve the road closures associated with the Bryan Street water line that would be safe while laying water pipes.

Mr. Hudson stated that on June 29, 2023, the Mayor and Commission approved the 2023 water system upgrade projects/paving project. That project will start on December 12, 2023, and there will be some necessary road closures on East Bryan St, Pearl Ave, the Gym B access, the library access road, and South Coffee. I have attached a map of how the closures will look. This will be, at minimum, a two-month process.

The Commission's consensus was to move this item forward on the **Consent Agenda**.

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The Board of Commissioners held a Work Session on Monday, December 11, 2023, at 6:00 p.m. at the City Hall Council Chambers. Mayor Tony L. Paulk was presiding over the meeting. Commissioners Steve Bailey, Edwin Taylor, Kentaiwon Durham, Mike Gowen, and Cindy McNeill were present. Mayor Pro Tem Olivia Pearson was absent.

REVIEW OF NOVEMBER 27, 2023, MEETINGS MINUTES

The first business item presented by Mayor Tony Paulk was to review the minutes from November 27, 2023 (W.S./Reg Minutes) of the Board Commissioners. Mayor Paulk requested that the Commissioners offer any changes so that the City Clerk could correctly record the minutes for historical data.

The Commission's consensus was to move this item forward on the **Consent Agenda**.

DISCUSSED APPOINTMENTS TO THE DOWNTOWN DEVELOPMENT AUTHORITY

Georgia Henderson, Community Development Director, appeared before the Commission to seek approval to reappoint Jade Ogden to another three-year term, from January 1, 2024 - December 31, 2027, and to appoint a new member to fill the unexpired term of Johnny Wilkerson, through December 31, 2025.

Mrs. Henderson stated that the Douglas Downtown Development Authority (DDA) seeks to fill one vacant seat and one expiring term on their board. Wilkerson resigned back in June 2023. The expiring term is that of Mrs. Jade Ogden, which expires on December 31, 2023. Mrs. Ogden has expressed an interest in continuing to serve on this board. Staff properly advertised and, when submitting the agenda, received one application from Joy Vickers. They have three pending persons of interest: David Washington, Victorina Castro, and Liz Grantham.

The Commission's consensus was to move this item forward on the **Consent Agenda**.

DISCUSSED APPOINTMENT TO THE DOUGLAS-COFFEE COUNTY PLANNING COMMISSION

Georgia Henderson, Community Development Director, appeared before the Commission to reappoint Mr. Alvin Ricketson to serve another four years on the Douglas-Coffee County Planning Commission, beginning January 1, 2024, through December 31, 2028.

Mrs. Henderson stated that the Douglas-Coffee County Planning Commission desires to fill one expiring term, Mr. Alvin Ricketson, which expires on December 31, 2023. Mr. Ricketson wants to still serve on the Planning Commission. Staff advertised adequately for two weeks; no new applications were received when submitting the agenda.

The Commission's consensus was to move this item forward on the **Consent Agenda**.

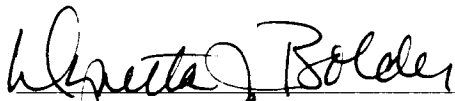
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GENERAL COMMENTS

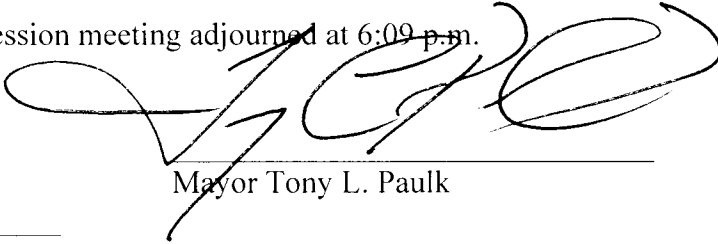
CITY MANAGER'S UPDATES

ADJOURNMENT

Without further discussion, the work session meeting adjourned at 6:09 p.m.



Wynetta J. Bolder, CMC



Mayor Tony L. Paulk