

**MINUTES  
WORK SESSION OF THE BOARD OF COMMISSIONERS  
CITY OF DOUGLAS, GEORGIA  
FEBRUARY 12, 2024**

**The Board of Commissioners held a Work Session on Monday, February 12, 2024, 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, Tony Paulk II, and Cindy McNeill were present. Mayor Pro Tem Mike Gowen was absent.**

**REVIEW OF JANUARY 22, 2024, MEETINGS MINUTES**

The first business item presented by Mayor Tony Paulk was to review the minutes from January 22, 2024 (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 THE PUBLIC HEARING FOR ALCOHOL BEVERAGE LICENSE FOR KAWANA MOFFETT D.B.A. SEASHELLS SEAFOOD**

Georgia Henderson, Community Development Director, appeared before the Commission to seek approval to conduct a public hearing to issue an alcoholic beverage license for Kawanna Moffett, Yasxa Entertainment, LLC, d.b.a. Sea Shells.

Mrs. Henderson stated that Kawana Moffett, Yasxa Entertainment, LLC, d.b.a. Seashells Seafood, located at 317 S. Peterson Ave., Douglas, Georgia 31533, has made an application for an alcoholic beverage license for retail sales, on-premises liquor, beer, wine consumption and off-premises consumption of beer, wine, and alcohol. Kawana Moffett will be the licensee's manager and meet all requirements per city ordinances to receive an alcoholic beverage license. The staff has no objections to the issuance of the alcoholic beverage license. The public hearing has been appropriately advertised as required.

The Commission agreed to move this item forward on the **Regular Agenda**.

**DISCUSSED AND CONDUCTED FIRST READING OF ANNEXATION, ZONING UPON ANNEXATION, REZONING PETITION FOR 3.01 ACRES OF PARCELS 0118 080A & 0118 083**

Georgia Henderson, Community Development Director, appeared before the Commission to discuss and conduct the first (1st) reading of the Annexation Ordinance to annex, zone upon annexation, and rezone 3.01 acres of parcels 0118 080A & 0118 083.

Mrs. Henderson stated that the applicant and owner, Bruce Cato, would like to petition the City of Douglas for voluntary annexation and rezone of 3.01 acres, parcels 0118 080A and 0118 083. Rezoning and zoning of this property will be established upon annexation. Mr. Cato would like to annex this property to bring both parcels entirely into the city limits of Douglas. Currently, a small portion of one of the parcels is located within the city limits. The portion is now Residential Mixed (R-M). The city zoning for that portion of the parcel is not synonymous with the county zoning for the latter portion.

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**DISCUSSED AND CONDUCTED FIRST READING OF ANNEXATION, ZONING UPON ANNEXATION, REZONING PETITION FOR 3.01 ACRES OF PARCELS 0118 080A & 0118 083 - CONTINUED**

The owner would like all portions of both parcels annexed into the city limits and rezoned to obtain synonymous zoning for the parcels. The current county zoning is Industrial (W-LI) and Residential (R2). The city rezoning and zoning requested to be established with annexation is Light Industrial (M-1). The owner plans to build a warehouse on the parcels, permitted within the M-1 zone. The Coffee County Commission has been notified and informed of this voluntary petition for annexation and has no objections to the request. Similarly, the Douglas-Coffee County Planning Commission has reviewed the annexation, the zoning upon annexation, and the rezoning request and has no objections.

The Commission agreed to move this item forward on the **Regular Agenda**.

**DISCUSSED AND INTRODUCED DOWNTOWN DEVELOPMENT AUTHORITY EXECUTIVE DIRECTOR & REPORT UPDATE**

Georgia Henderson, Community Development Director, appeared before the Commission to introduce Mrs. Megan Rabun, the newly appointed Executive Director of the Downtown Development Authority of Douglas.

Mrs. Rabun is the newly appointed executive director of the Downtown Development Authority of Douglas. Mrs. Megan Rabun introduced herself to the Commission. She gave the Commission a report regarding the events and updated appointed board members of the Downtown Development Authority.

No action taken

**DISCUSSED PURCHASING WATER METERS AND REGISTERS FROM OUR SOLE SOURCE VENDOR, WATER WORKS SUPPLY**

Nikki Thompson, Purchasing Agent, stated that it appeared before the Commission to seek approval from the Mayor and Board of Commissioners to purchase Hersey water meters and registers to be used by ESG Operations from the sole source vendor, Water Works Supply.

Mrs. Thompson Hersey's water meters and registers are the sole source items from Water Works Supply. ESG Operations will use these Hersey water meters and registers to supply water to new and existing customers in the City of Douglas. We currently have Hersey meters in use and want to continue to use this brand. These are warehouse stock items. Purchasing Agent Nikki Thompson and Utilities Director Mike Hudson agree to accept the sole source supplier, Water Works Supply, located in Cleveland, Georgia, for \$97,578.16.

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

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FEBRUARY 12, 2024**

**DISCUSSED PURCHASING ITRON/TANTALUS ELECTRIC METERS FROM OUR SOLE SOURCE VENDOR, ANIXTER POWER SOLUTIONS**

Nikki Thompson, Purchasing Agent, appeared before the Commission to seek approval to purchase Itron Electric Meters to be used by Meter Reading Division/Customer Service from the sole source vendor, Anixter Power Solutions.

Mrs. Thompson stated that Itron/Tantalus Meters are the sole source items from Anixter Power Solutions. Our Meter Readers will use these electric meters to supply electricity to new and existing customers in the City of Douglas. We currently have Itron/Tantalus meters in use and want to continue to use this brand. These are warehouse stock items. Purchasing Agent Nikki Thompson and Utilities Director Mike Hudson agree to accept the sole source supplier, Anixter Power Solutions, located in Union City, Georgia, for \$152,880.00.

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

**DISCUSSED THE TIA LUPO LANE SIDEWALK PROJECT BID**

Mike Hudson, Utilities Director, appeared before the Commission to seek approval to install sidewalk infrastructure on Lupo Lane.

Mr. Hudson stated that the bids were received and opened on the City of Douglas, Georgia TIA Project (PI# 0016248), Sidewalk Improvements to Lupo Lane on January 11, 2024. The base bids and additives received were as follows: (Listed lowest to highest) • (Additive Bid is the area of the project that is in CSX Right-of-Way)

(1) Concrete Enterprise, LLC.....	Total Base Bid –
\$1,026,736.09	
.....	Additive Bid –
\$285,512.92	
.....	TotalBid –
\$1,312,249.02	(2) AC Blount Concrete Services, Inc.....
Total	Total
Base Bid – \$1,066,125.50	
.....	Additive Bid –
\$351,761.00	
.....	TotalBid –
\$1,417,886.50	(3) Ricketson Construction Company, LLC.....
Total	Total
Base Bid – \$1,194,463.61	
.....	Additive Bid –
\$318,498.73	
.....	TotalBid –
\$1,512,962.34	(4) Douglas Electric & Plumbing Company, Inc. ....
Total	Total
Base Bid – \$1,300,371.26	
.....	Additive Bid –
\$410,508.44	

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FEBRUARY 12, 2024**

**DISCUSSED THE TIA LUPO LANE SIDEWALK PROJECT BID-CONTINUED**

.....TotalBid – \$1,710,879.70  
Additional bidders were Coastal Plains Concrete Services, LLC, Curb and Gutter Professionals, Inc., East Coast Asphalt, LLC, Griffin Grading & Concrete, LLC, Imperial Construction and Excavating, LLC, and Thrift Brothers, LLC. No bids were received from these bidders. I have attached all bid documents related to this project for your review.

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

**DISCUSSED THE T & T LIFT STATION FORECEMAIN RELOCATION PROJECT**

Mike Hudson, Utilities Director, appeared before the Commission to seek approval to reroute the T & T lift station force main.

Mr. Hudson stated that the bids were received and opened for the T & T force main project on Thursday, December 14th, 2023. A total of two (2) responsive bids were received. Doyle Hancock and Sons Construction Company was the low bidder, with a total base bid of \$1,829,406.20. ESG Engineering recommends that the City of Douglas enter into an Agreement with Doyle Hancock and Sons Construction Company to perform the “T&T Force main” project for \$1,829,406.20. I have attached all documents dealing with this project for your review.

**FUNDING:** One Georgia Grant \$500,000.00 State Arpa Matching Funds \$1,329,406.20

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

**DISCUSSED THE PURCHASE OF FIVE (5) TESLA MODEL Y CARS FOR THE POLICE DEPARTMENT AND VEHICLE MAINTENANCE**

Terry Fesperman, Vehicle Maintenance Director, appeared before the Commission to seek approval to purchase five (5) Tesla Model Y long-range dual motor Electric Cars to test the performance in our Police Department and Vehicle Maintenance Department.

Mr. Fesperman stated that these cars are budgeted for; two (2) will be used by the Police Administration, two (2) will be used for the Police Patrol, and one (1) will be used for the Vehicle Maintenance Department. The city has been discussing testing electric vehicles, including Ford Lighting and Tesla. This was discussed during last year’s strategic meeting. We would be seeking a maximum price of \$131,000.00 from account 100-3210-54.2201, \$45,000.00 from account 100-4900-54.2201, and \$185,000.00 from SPLOST VI Pub Safety Auto for a total of \$361,000.00. This price will also include installing police patrol equipment in two (2) and police admin equipment in two (2) electric cars. Police Chief Brannen Pruette, Purchasing Agent Nikki Thompson, and Vehicle Maintenance Director Terry Fesperman agree to accept Unplugged Performance's sole source supplier in Hawthorn, California.

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

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**LAND CONVEYANCE OF 400 NW CONNECTOR 206 (OLD LOG CABIN DONATION BY RAY RICKETSON)**

Charles W. Davis, City Manager, appeared before the Commission to seek approval for the Acceptance of the Land Conveyance of 400 NW Connector 206 (Old Log Cabin donation by Ray Ricketson) and To Authorize the City Attorney and Mayor to execute all Appropriate Documents.

Mr. Davis stated that the Land Conveyance of 400 NW Connector 206 (Old Log Cabin). The old Log Cabin Restaurant sits on the edge of the City's shop property. In the past, when the restaurant tried to operate, customers and employees had to park on city property, sometimes causing traffic and litter issues. The restaurant has ceased to work, and the owner (Ray Ricketson) has agreed to donate the land and building to the city. Acceptance of the property will allow us to demolish the structure and re-purpose the building for city use.

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

**COMMENTS**

**CITY MANAGER'S UPDATES**

**ADJOURNMENT**

Without further discussion, the work session meeting adjourned at 6:19 p.m.

  
Wynetta J. Bolder, CMC

  
Mayor Tony L. Paulk

