

**MINUTES
WORK SESSION OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS, GEORGIA
JANUARY 8, 2024**

The Board of Commissioners held a Work Session on Monday, January 8, 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, Mike Gowen, Tony Paulk II, and Cindy McNeill were present.

REVIEW OF DECEMBER 18, 2023, MEETINGS MINUTES

The first business item presented by Mayor Tony Paulk was to review the minutes from December 18, 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 THE 2024 MAYOR PRO TEM ELECTION

Wynetta J. Bolder, City Clerk, appeared before the Commission to conduct the 2024 Mayor Pro Tem Election. It was the consensus of the Commission to elect the Mayor Pro Tem by the order of their Wards. Therefore, Mike Gowen, Ward 4, would be next to serve as the Mayor Pro Tem for 2024.

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

DISCUSSED PERMISSION TO ADVERTISE VACANCIES ON THE HOUSING AUTHORITY BOARD

Wynetta J. Bolder, City Clerk, appeared before the Commission to seek approval to advertise the vacancies on the Housing Authority Board.

Mrs. Bolder read the recommendation letter from the Housing Authority advising that they have two board positions whose terms will expire soon. The Housing Authority requests that the Commission reappoint the following board members: Ms. Ernestine Thomas Clark and Ms. LiNetha Munford to those positions.

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

DISCUSSED APPOINTMENT TO HISTORIC PRESERVATION COMMISSION

Georgia Henderson, Community Development Director, appeared before the Commission to fill one expiring term on the Douglas Historic Preservation Commission.

Mrs. Henderson stated that the Douglas Historic Preservation Commission desires to fill one expiring term. The expiring term is that of Mr. Frankie Snow, which expires on December 31, 2023. Mr. Snow declined to continue serving on the commission. The staff properly advertised and, at the time of submitting the agenda, had received one application from Juan Avalos.

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

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**DISCUSSED AND PUBLIC HEARING REGARDING - HEIGHT VARIANCE
PETITION FOR VACANT LOT PARCEL 0117B 008 (LUPO LANE SUBDIVISION
DEVELOPMENT)**

Georgia Henderson, Community Development Director, appeared before the Commission to hold a public hearing regarding the height variance petition for the "Lupo Lane" subdivision development.

Mrs. Henderson stated that Journey North (developer) had requested a height variance of 4.5 feet above the current ordinance. The current requirement is 35 feet for the Residential Mixed (R-M) zone. Journey North has requested 39.5 feet for the vacant property on parcel 0117B 008 to develop a multifamily subdivision of approximately 126 dwelling units. The vacant lot lies between the Hunters Run Apartments at 701 Lupo Lane and the former location of Knollwood Tire & Wheel Warehouse Tire Shop at 503 Lupo Lane.

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

**DISCUSSED THE RESOLUTION FOR THE 2024 COMMUNITY HOME
INVESTMENT PROGRAM APPLICATION**

Georgia Henderson, Community Development Director, appeared before the Commission to seek to submit an application for 2024 Community Home Investment Program Funds for housing rehabilitation improvements.

Mr. Henderson stated that the city has been working diligently to rehab the existing homes within city limits through grant funding such as the Community HOME Investment Program and Community Development Block Grants. The Department of Community Affairs has their application for the Community HOME Investment Program open, which the City of Douglas can apply. With this funding, the city can conduct more housing rehabilitation for eligible homeowners. The city has also asked for the services of the Southern Georgia Regional Commission to write and submit this grant application, which they have the knowledge and capability to do so. The Southern Georgia Regional Commission has written and submitted this grant on behalf of the city in the past years.

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

**DISCUSSED AND ALLOWED A THRESHOLD INCREASE ON OKONITE WIRE
FROM SINGLE SOURCE VENDOR STUART C. IRBY UTILITIES.**

Nikki Thompson, Purchasing Agent, appeared before the Commission before the Commission to seek approval from the Mayor and Board of Commissioners to increase the purchasing spending limit from \$30,000.00 to \$60,000.00 on Okonite brand wire from single source vendor Stuart C. Irby Utility's for all the electrical wiring in Warehouse Inventory for the Electric Department before having to get Mayor and Commission approvals.

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DISCUSSED AND ALLOWED A THRESHOLD INCREASE ON OKONITE WIRE FROM SINGLE SOURCE VENDOR STUART C. IRBY UTILITIES-CONTINUED

Mrs. Thompson stated that the reason for this request is to increase the Purchasing spending limit on Okonite ONLY wire from \$30,000.00 to \$60,000.00 to enable the Purchasing Department to be more efficient in delivering the highest quality to the Light Department and, most importantly, the Citizens and Industries within the City of Douglas, Georgia. With the gradual price rise over the last two years, we can no longer purchase four 1/0 15KV underground primary wire reels at the original set limit of \$30,000.00. This wire comes from our sole source vendor, Stuart C. Irby Utilities of Kennesaw, Georgia. The wire will be used and installed by our Electric Department.

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

DISCUSSED THE MCNEAL DRIVE STREET IMPROVEMENT BID

Mike Hudson, Utilities Director, appeared before the Commission to seek approval to award the contract to improve McNeal Drive for Street Improvements.

Mr. Hudson stated that this bid was advertised on November 30 and December 7, 2023, in the Douglas Enterprise and was publicly opened on December 27, 2023, at 2:30 PM at the City of Douglas, City Hall Council Chamber. Purchasing Agent Nikki Thompson and Utilities Director Mike Hudson have reviewed all bids and agree to accept the low bid from Griffin Grading & Concrete of Cordele, Georgia, for a base bid of \$1,671,326.73 and an additive bid of \$88,821.84 for a total of \$1,760,148.57.

Mr. Hudson presented all documents about this bid: Griffin Grading & Concrete's actual bid sheet, bid opening sheet, bid tabulation, notice of award, contract agreement, and notice to proceed.

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

DISCUSS THE 2023 LMIG PROJECT BID

Mike Hudson, Utilities Director, appeared before the Commission to seek approval to award the contract to pave the 2023 approved LMIG Street List.

Mr. Hudson stated that the bid was advertised on November 30 and December 7, 2023, in the Douglas Enterprise and was publicly opened on December 27, 2023, at 2:30 PM at the City of Douglas, City Hall Council Chamber. Purchasing Agent Nikki Thompson and Utilities Director Mike Hudson have reviewed all bids and agreed to accept the low bid from East Coast Asphalt, LLC of Douglas, Georgia, for \$466,920.00. Mr. Hudson presented all documents about this bid: ECA actual bid sheet, bid opening sheet, bid tabulation, notice of award, contract agreement, and notice to proceed.

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

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COMMENTS

Bob Colton, 423 Kathy Circle, appeared before the Commission to express his concerns regarding vehicle revving up car engines at the intersection, which disturbs the citizens in the neighborhood. Mayor Paulk requested that he speak with Chief Pruett to see how this problem could be resolved.

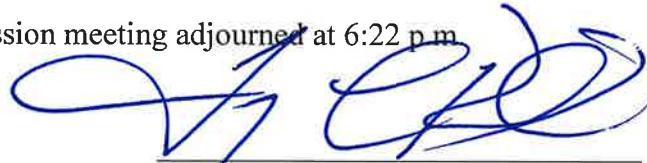
CITY MANAGER'S UPDATES

ADJOURNMENT

Without further discussion, the work session meeting adjourned at 6:22 p.m.



Wynetta J. Bolder, CMC



Mayor Tony L. Paulk