

**MINUTES**  
**WORK SESSION OF THE BOARD OF COMMISSIONERS**  
**CITY OF DOUGLAS, GEORGIA**  
**MARCH 11, 2024**

**The Board of Commissioners held a Work Session on Monday, March 11, 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, Tony Paulk II, and Cindy McNeill were present. Mayor Pro Tem Mike Gowen and Commissioner Kentaiwon Durham were absent.**

**REVIEW OF FEBRUARY 26, 2024, MEETING MINUTES**

The first business item presented by Mayor Tony Paulk was to review the minutes from the February 26, 2024, Meeting Minutes (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 FIRE DEPARTMENT UNIFORM PURCHASES**

Casey Wright, Fire Chief, appeared before the Commission to seek approval to set up an online store with a vendor for uniform purchases for fire department staff.

Chief Wright stated that the Fire Department wants to set up an online store with a vendor for uniform purchases for fire department staff. The online store will only have approved items for fire department uniforms. Each personnel will have a specific allotment of money that can only be used for uniform purposes. The allotment will remain within the perimeters of a uniform budget.

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

**DISCUSSED FY24 MULTIPLE PAD MOUNT TRANSFORMERS BID**

Nikki Thompson, Purchasing Agent, appeared before the Commission to seek approval from the Mayor and Board of Commissioners to purchase sixteen (16) pad mount transformers that the Electric Dept will use.

Mrs. Thompson stated that the bid was advertised on February 1 and 8, 2024, in the Douglas Enterprise and was publicly opened on February 26, 2024, at 2:30 p.m. in City Hall. Bids were sent to six (6) vendors, and eight (8) total bids were received. These transformers will be installed at new businesses and other locations within the city. They will also be used to replace old and damaged transformers. Purchasing Agent Nikki Thompson and Utilities Director Mike Hudson have reviewed the bids and agree to accept the low bid submitted by Gresco in Forsyth, GA, for all sixteen (16) transformers. This award is based on the transformers' price and delivery time. The total is \$215,880.00.

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

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**DISCUSSED FY24 THREE (3) 2023 DODGE DURANGO'S BID 2-24-2024.**

Nikki Thompson, Purchasing Agent, appeared before the Commission to seek approval to purchase three (3) 2023 Dodge Durango's for the Police Dept.

Mrs. Thompson stated that the bid was advertised on February 1 and 8, 2024, in the Douglas Enterprise and was publicly opened on February 26, 2024, at 2:30 p.m. in City Hall. Bids were sent to twenty-four (24) vendors, with four (4) submitting bids. These cars will replace damaged patrol cars used by the Police Dept. Purchasing Agent Nikki Thompson and Police Chief Brannen Pruette have reviewed the bids and agree to accept the low bid submitted by Woody Folsom Chrysler Dodge Jeep and Ram of Douglas, GA. The total is \$130,500.00.

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

**DISCUSSED STREET CLOSURES FOR 2024**

Georgia Henderson, Community Development Director, appeared before the Commission on street closings for upcoming events in 2024.

Mrs. Henderson stated that Each year, several events require the closing of city streets. The list and dates are as follows:

- South Georgia College graduation ceremony, May 9, 2024. They are requesting to close West College Park Drive at 7:00 a.m. and reopen at 1:00 p.m., Closing only the portion that pertains to the College Campus.
- Paulk Plaza will host a Halloween Party on October 31, 2024. They request to close South Gaskin Avenue from Ross Street and East College Park Drive from 4:00 p.m. till 8:00 p.m.
- A Juneteenth Celebration will be held at the George Washington Carver Shopping Center on South Gaskin Avenue on June 19, 2024. The request is to close South Gaskin Avenue from Ross Street to East College Park Dr. between 8:00 a.m. and 8:00 p.m.
- The Wings and Things Festival and Fly-in will be held at the Douglas Municipal Gene Chambers Airport on April 20, 2024. The Chamber requests to close Airport Circle from around 10:00 a.m. on April 19, 2024, to 6:00 p.m. on April 20, 2024.
- The Gopher Tortoise Festival will be held in front of the Central Square Complex on October 4th and 5th. The Chamber is requesting to close the portion of South Pearl Avenue, from Bryan St to across the railroad track and East Bryan Street from South Madison Avenue to South Coffee Ave. Closing will start at 10:00 a.m. on the 4th and end at 6:00 p.m. on the 5th. **Christmas Parade was added to the list for December.**

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

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**DISCUSSED CONFLICT OF INTEREST FOR 2024 REVITALIZATION AREA STRATEGY (RAS)**

Georgia Henderson, Community Development Director, appeared before the Commission to discuss any conflicts of interest in the pending 2024 Revitalization Area Strategy (RAS) Designation.

Mrs. Henderson stated that the Revitalization Area Strategy designation provides incentives to communities that implement comprehensive redevelopment activities for targeted areas in their city or county. A local government with a RAS designation may receive up to 20 bonus points on its annual CDBG application and the ability to apply annually for CDBG funds for three years, provided all criteria are met. Areas chosen for this program must be located in census block group(s) with 20% or greater poverty where an Urban Redevelopment Plan has been adopted. The Conflict-of-Interest provision in the “Common Rule” (24 CFR 85.36 and 24 CFR 84.42) is applicable when a local government CDBG Recipient contracts for the procurement of goods and services AS WELL AS to all CDBG grants and activities. The attached document summarizes these regulations.

This item was tabled.

**DISCUSSED SUBMITTAL RESOLUTION FOR 2024 REVITALIZATION AREA STRATEGY (RAS) DESIGNATION APPLICATION**

Georgia Henderson, Community Development Director, appeared before the Commission to seek approval of a resolution authorizing the submittal of the 2024 Revitalization Area Strategy (RAS) Designation Application.

Mrs. Henderson stated that the Revitalization Area Strategy designation provides incentives to communities that implement comprehensive redevelopment activities for targeted areas in their city or county. A local government with a RAS designation may receive up to 20 bonus points on its annual CDBG application and the ability to apply annually for CDBG funds for three years, provided all criteria are met. Areas chosen for this program must be located in census block group(s) with 20% or greater poverty where an Urban Redevelopment Plan has been adopted. S Peterson Ave, E College Park Drive, McDonald Rd, Juanita St, and Fleetwood Drive.

This item was tabled.

**DISCUSSED THE CONFLICT OF INTEREST FOR THE 2024 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FOR HOUSING REVITALIZATION**

Georgia Henderson, Community Development Director, appeared before the Commission to discuss any conflicts of interest in the pending FY 2024 Community Development Block Grant (CDBG) for Housing Revitalization.

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**DISCUSSED THE CONFLICT OF INTEREST FOR THE 2024 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FOR HOUSING REVITALIZATION-CONTINUE**

Mrs. Henderson stated that the Local governments submitting 2024 Community Development Block Grant (CDBG) applications must comply with Federal “Conflict of Interest” regulations. Any person who is an employee, agent, consultant, officer, or elected official or appointed official of the state, of a unit of general local government, or of any designated public agencies or sub-recipients who are applying for CDBG funding must pay strict attention to the following information: If an employee, agent, consultant, officer, or elected official or appointed official of the state, or a unit of general local government, or any designated public agencies, or sub-recipients could be affected (in any way) by CDBG funding, a FULL DISCLOSURE must be submitted to the Georgia Department of Community Affairs (DCA) as part of the 2024 CDBG application. Additionally, the person(s) affected must not participate in project discussion, planning, or voting. The 2024 Community Development Block Grant (CDBG) application is to seek funding for the cities' housing rehabilitation efforts. The Conflict-of-Interest provision in the “Common Rule” (24 CFR 85.36 and 24 CFR 84.42) is applicable when a local government CDBG Recipient contracts for the procurement of goods and services AS WELL AS to all CDBG grants and activities. The attached document summarizes these regulations.

This item was tabled.

**DISCUSSED SUBMITTAL RESOLUTION FOR THE 2024 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION**

Georgia Henderson, Community Development Director, appeared before the Commission to seek approval of a resolution authorizing the 2024 Community Development Block Grant (CDBG) submission to the Georgia Department of Community Affairs.

Mrs. Henderson stated that the Southern Georgia Regional Commission is in the process of preparing the 2024 Community Development Block Grant (CDBG) application. The City of Douglas requires no matching funds. The 2024 CDBG application seeks funds for housing rehabilitation and reconstruction in the proposed project area, roughly binding Pine Street, Mark Hannah Street, McDonald Road, McClean Street, and Leader Street.

**FUNDING:**

The City of Douglas requires no Matching Funds. Resident applicant pays 3-8% of their annual income as a match depending on where they land on the HUD Income limits determined by the County by Median Family Income estimates; 30% and below pay 3%, 30%-50% pays 5% and 50%-80% pays 8%.

This item was tabled.

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**DISCUSSED SUBMITTAL RESOLUTION FOR BUREAU OF JUSTICE ASSISTANCE (BJA) SMALL RURAL AND TRIBAL BODY WORN CAMERA PROGRAM GRANT APPLICATION**

Georgia Henderson, Community Development Director, appeared before the Commission to seek approval of a resolution authorizing the submittal of the Bureau of Justice Assistance (BJA) Small Rural and Tribal Body Worn Camera Program Grant.

Mrs. Henderson stated that the City of Douglas Police Department needs new body-worn cameras. The Bureau of Justice Assistance (BJA) offers a Small Rural and Tribal Body Worn Camera Program grant where grant funds cover the cost of up to \$2,000 per camera. Through this application, the city will be requesting funding to purchase 43 body-worn cameras and associated equipment and software for Douglas Police Officers to replace the department's current 29 body-worn cameras and to expand the body-worn camera program by 14 cameras. **FUNDING:** Grant Amount: \$86,000 City Match: \$234,979 100/3223/53.1118 (Vehicle Equipment)

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

**DISCUSSED THE REPAIR OF THE FLYGT PUMP FOR THE T & T LIFT STATION**

Mike Hudson, Utilities Director, appeared before the Commission to seek approval to make necessary repairs to the pump at the T & T Lift Station.

Mr. Hudson stated that the Flygt 3300.091-5226 Pump Serial #9340009 has been pulled and sent to Waco Electric to investigate whether this pump can be repaired. After the pump was dismantled, Waco gave us a quote to fix it. The total repair quote is \$17,318.40 (the new pump would be \$80,000.00). I have attached the quote for your review. **FUNDING:** FY 24 Water/Wastewater Budget Repair & Maintenance > \$5K 505/4330-53.1113

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

**DISCUSSED PAINTING THE TURBINE GENERATOR AT SUBSTATION # 2**

Mike Hudson, Utilities Director, appeared before the Commission to seek approval to maintain the turbine generator.

Mr. Hudson said it was time to paint the turbine generator at substation # 2. The generator was installed in 2000 and was repainted for the first time in 2014. We want to try to repaint it at least every ten years, so 2024 would be the time frame. The staff also requested a quote to repaint the metal doors in the control room. We have received a quote from SWPI, an approved bidder off the Electric Cities of Georgia bid list. Mr. Hudson presented the quote for review. **FUNDING:** FY 24 Electric Budget Repair & Maintenance Supplies 510/4600-53.1112

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

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**DISCUSSED THE PURCHASE OF A VACTOR RAMJET TRAILER (SEWER MACHINE)**

Mike Hudson, Utilities Director, appeared before the Commission to seek approval to replace the existing sewer jetter with a new jetter.

Mr. Hudson stated that staff currently have two pull-behind sewer jettors that ESG uses to unstop sewer lines daily. The 43010 2012 Obrian 3518-SC is our primary unit. The 433003 1997 Obrian TM27 was the backup unit. The staff has grounded the backup unit because it needs so many repairs to get it back in a reliable state. Due to the age and the cost of all the repairs, we recommend purchasing a new machine, moving it into the primary use position, and using the 433010 2102 unit as a backup. I have attached a copy of the Sourcewell Awarded Contract, an acceptable bid document we can use for your review.

433003

1997 OBRIAN TM27

SERIAL#: TM27 96080463

REASON FOR REPLACING: NEEDS ALL NEW HYDRAULIC HOSES, NEEDS NEW BRAKES, AND HOSE REEL IS MESSED UP.

433010

2012 OBRIAN 3518-SC

SERIAL#: 1H9BS17132M511066

THIS ONE IS CURRENTLY IN USE

FUNDING: FY 24 Water/Wastewater Budget Operating Equipment 505/4330-54-2503

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

**DISCUSSED FIRST BAPTIST'S REQUEST FOR ROAD CLOSURE FOR THE EASTER EGG HUNT**

Commissioner Steve Bailey, on behalf of his wife Terri Bailey, discussed the road closure on Coweta Venue from Cleveland Street to Sellers for the First Baptist East Egg hunt on March 24, 2024, a.m. – 2 p.m.

It was the consensus of the Commission to move this item to the Regular Meeting due to a conflict of interest with Commissioner Steve Bailey.

**COMMENTS**

**CITY MANAGER'S UPDATES**

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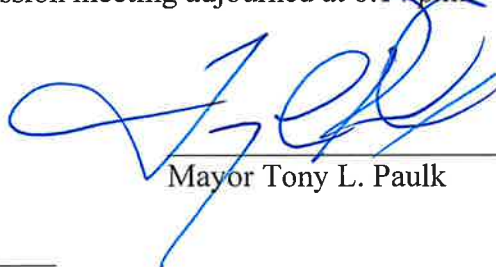
**ADJOURNMENT**

Without further discussion, the work session meeting adjourned at 6:14 p.m.



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Wynetta J. Bolder, CMC



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Mayor Tony L. Paulk

