

MINUTES
MEETINGS OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS, GEORGIA
MAY 27, 2025

A Work Session of the Board of Commissioners was held on Tuesday, May 27, 2025, at 6:00 p.m. in the Council Chambers of City Hall. Mayor Tony L. Paulk was presiding over the meeting. Mayor Pro-Tem Cindy McNeill and Commissioners, Steve Bailey, Tony Paulk II, Brenda Moore, Mike Gowen and Edwin Taylor were present.

REVIEW OF MAY 12, 2025, MEETING MINUTES

The first business item presented by City Manager Charles Davis was to review the Board of Commissioners' 05/12/2025 (Work Session/Regular) Meeting Minutes. Mayor Paulk requested that the Commissioners offer any changes so that the Deputy Clerk could correctly record the minutes for historical data.

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

DISCUSS DOUGLAS MUNICIPAL AIRPORT IMPROVEMENTS PROJECT

Georgia Henderson, Community Development Director, appeared before the Commission to seek approval for the Mayor to execute the agreement for the Airport Improvement Project.

Mrs. Henderson stated that City of Douglas Municipal Airport uses the five-year Capital Improvement Plan (CIP) to prioritize safety, infrastructure, and equipment projects. The engineering design services will consist of the preparation of construction drawings and specifications necessary to complete the project, as well as the necessary documents to advertise for bids. This project will also include the rejuvenation and remarking of runway 4/22 and taxiway. The full project scope can be found under Exhibit A-1 of this agreement.

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

DISCUSS LAND DONATION TO DOUGLAS-COFFEE COUNTY LAND BANK AUTHORITY

Georgia Henderson, Community Development Director, appeared before the Commission to seek approval of land donation to the Douglas-Coffee County Land Bank Authority.

Mrs. Henderson stated that staff is seeking direction from the City Commission to make a land donation to the Douglas-Coffee County Land Bank Authority. The use of the land will be to encourage residential development for those who were displaced by Hurricane Helene and workforce housing. The City of Douglas supports the efforts of the Hope Initiative of Mayfield, Kentucky to rebuild communities following natural disasters. If approved, staff will move forward with acquiring a survey and transferring the property to the Land Bank Authority.

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

DISCUSS CHANGE IN COMMITMENTS TO CONSTRUCT CORPORATE HANGARS AT DOUGLAS MUNICIPAL AIRPORT

Georgia Henderson, Community Development Director, appeared before the Commission to seek approval of an agreement for the development of corporate hangars.

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DISCUSS CHANGE IN COMMITMENTS TO CONSTRUCT CORPORATE HANGARS AT DOUGLAS MUNICIPAL AIRPORT CONTINUED

Mrs. Henderson stated that during a regular meeting of the Douglas Airport Commission on Wednesday, 14, 2026, it was decided to uphold the pending commitments by four individuals to construct corporate hangars. Being that staff has not had a response from Mr. Chris Rounds to sign the commitment, the Airport Commission is in agreement to seek permission from the City Commission to allow Mr. Tony Davis to sign a six-month commitment, giving him time to gather a survey, phase 1 soil test, and full set of construction plans, as the others. In other order of business, the Airport Commission would like to see less space between the hangar development on future constructions to utilize as much space as possible. This could cause firewalls to be installed by the developer.

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

DISCUSS INMATE LABOR DETAILS CONTRACT WITH BACON PROBATION DETENTION CENTER

Georgia Henderson, Community Development Director, appeared before the Commission to seek approval of a contract agreement with the Bacon Probation Detention Center for prison details to work for the City of Douglas providing services to Public Works and Parks & Recreation.

Mrs. Henderson stated that the contract is for two inmate detail crews from the Bacon Probation Detention Center to provide two work detail crews to the City of Douglas. One crew is going to be paid out of Public Works and the other crew is going to be paid out of Parks & Recreation. Enclosed is a copy of the Entity Letter and the contract for review. There is an increase, over last year, in the amount of \$9,864.00. The term total is **\$108,500**.

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

DISCUSS CHANGE ORDER #2 FOR HUCKABY SOFTBALL COMPLEX

Georgia Henderson, Community Development Director, appeared before the Commission to seek approval of Change Order #2 for the Huckaby Softball Complex renovation project.

Mrs. Henderson stated that while conducting a project visit by staff, it was noticed that some needed improvements were left out of the original bid and were not covered by the grant. The improvements consist of Item 1: Painting the wood soffit around the building (top and bottom), painting exterior doors and frames; Item 2: Removing and replacing coiling counter shutter doors and ledges, 3 each; Item 3: Removing and replacing ceiling tiles, grid, and insulation. Remove and replace ceiling HVAC grilles/diffusers; Item 4: Remove and replace 3ea glass windows with horizontal sliding windows with white painted finish and screen. Glazed with 1" clear tempered insulated glass, windows; Item 5: Remove and replace window casing/trim on 4 windows and replace with PVC trim. Replace flashing on windows; Item 6: Remove existing grease trap. Install a new 50 gpm flow grease interceptor at a lower elevation. Install a new floor sink for the 3-compartment sink to drain into. Patch the floor back and replace existing tiles to match as closely as possible. The Change Order amount is **\$51,439.00**.

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

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DISCUSS AND HOLD FIRST READING OF AMENDMENTS TO ULDC/CODE OF ORDINANCES ARTICLE XIII-SECTION 111-476 – PLANNING COMMISSION BYLAWS SECTION

Georgia Henderson, Community Development Director, appeared before the Commission to uphold the decision of the Douglas-Coffee County Planning Commission to amend its bylaws and conduct the first reading of the amendments.

Mrs. Henderson stated that this amendment to the ULDC Article XIII-Section 111-476 aims to modify the Meeting Schedule of the Douglas-Coffee County Planning Commission and Order of Business. The proposed time provides greater scheduling flexibility for commission members, staff, and the public while aligning better with administrative workflows. The Planning Commission has agreed to change its bylaws so that the regular monthly meeting time will change from the third Thursday at 6:00 pm to the fourth Monday at 10:00 am or at any other date and time as directed by the Planning Commission, at a place designated by the Planning Commission. An additional change in bylaws will remove “Roll Call” from the agenda to reduce redundancy.

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

DISCUSS THE 2024 LMIG, 2024 LMIG SUPPLEMENTAL, AND 2025 LMIG PROJECT BID
Charlie Davis, City Manager, appeared before the Commission to seek approval to award the contract for the 2024 LMIG, 2024 LMIG Supplemental, and 2025 LMIG Paving from the Paving Assessment List.

Mr. Davis stated that this bid was advertised on **March 6** and **March 13, 2025**, in the *Douglas Enterprise* and was publicly opened on **April 23, 2025, at 2:30 PM** at the City of Douglas, City Hall Council Chamber. Purchasing Agent Anthony Folsom, City LMIG Engineer Jacob Lott and City Manager Charlie Davis have reviewed all bids and agree to accept the low bid from **East Coast Asphalt, LLC of Douglas, Georgia** for a total of **\$716,556.23**.

All documents about this bid that are attached: ECA actual bid sheet, bid opening sheet, bid tabulation, notice of award, contract agreement, and notice to proceed.

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

GENERAL COMMENTS (3 MINUTES)

There were no general comments

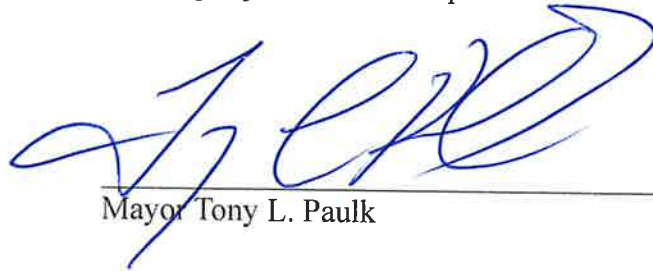
CITY MANAGER UPDATES

Charlie Davis announced that the Martin Centre will be replacing their roof as well as doing some air conditioner work soon. He stated that while this work is going on, there will be times when the Atkinson Plaza and parts of Ashley Street will be closed. Atkinson Plaza may possibly be closed for 2-3 weeks.

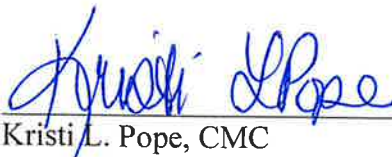
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ADJOURNMENT

There being no further discussion, the work session meeting adjourned at 6:22 p.m



Mayor Tony L. Paulk



Kristi L. Pope, CMC