

MINUTES
MEETINGS OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS, GEORGIA
JUNE 9, 2025

A Work Session of the Board of Commissioners was held on Monday, June 9, 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 27, 2025, MEETING MINUTES

The first business item presented by City Manager Charles Davis was to review the Board of Commissioners' 05/27/2025 (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 AWARD OF FIXED BASE OPERATION AVIATION FUEL BID

Georgia Henderson, Community Development Director, appeared before the Commission to seek approval to award the Fixed Base Aviation Fuels bid for the airport.

Mrs. Henderson stated that bids were received and opened for the Fixed Base Operation Aviation Fuels at Douglas Municipal Gene Chambers Airport on May 29, 2025, at 2:00 PM. The following two (2) bids were received: Perry Brothers Aviation Fuels and Titan Aviation Fuels. Evaluations were based on compliance with specifications, price and fee structure, product liability insurance coverage, equipment availability, response time for deliveries, quality control and maintenance, and credit card processing capabilities. Perry Brothers Aviation Fuel scored the highest and is recommended for a five-year service agreement.

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

DISCUSS AWARD OF AVIATION SUPPORT & MAINTENANCE SERVICES BID

Georgia Henderson, Community Development Director, appeared before the Commission to seek approval to deny the bid proposal from DBT, for Aviation Support & Maintenance Services at Douglas Municipal Gene Chambers Airport and to extend the existing contract with AeroNav Services, LLC.

Mrs. Henderson stated that bids were received and opened for the Aviation Support & Maintenance Services at Gene Chambers Douglas Municipal Airport on May 29, 2025, at 2:00 PM. One (1) bid was received from DBT Transportation Services. Due to the history of poor response time and high pricing, the staff's recommendation is to reject the bid from DBT. The recommendation from staff would be to extend the existing contract with AeroNav Services, LLC.

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

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DISCUSS AND HOLD PUBLIC HEARING FOR ALCOHOL BEVERAGE LICENSE FOR VIVA25 LLC, DBA QUICK CHANGE

Georgia Henderson, Community Development Director, appeared before the Commission to seek approval discuss and conduct a Public Hearing for the issuance of an Alcoholic beverage license for Viva25 LLC, DBA Quick Change.

Mrs. Henderson stated that Viva25 LLC, D.B.A. Quick Change has made an application for an alcoholic beverage license, for retail sales, off-premise consumption, of beer and wine. Viva25 LLC, will be located at 3887 Bowens Mill Rd, Douglas, Georgia. Alkaben Suthar, of Douglas, Georgia, is the licensee and owner. Viva25 LLC and Alkaben Suthar meet all the requirements set forth by state law and city ordinance to receive an alcoholic beverage license. Chief Pruette has reviewed and is in approval of the application. This is a change of ownership, with the current owners being Viva 14 LLC, D.B.A. Quick Change.

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

DISCUSS APPROVAL OF SUPPLEMENTAL AGREEMENT FOR RIGHT-OF-WAY STAKING & APPRAISALS

Georgia Henderson, Community Development Director, appeared before the Commission to seek approval of a supplemental agreement with Keck + Wood, Inc. to provide additional services for the Douglas TAP Sidewalk Improvements Project.

Mrs. Henderson stated that the City of Douglas has been working with Keck + Wood, Inc. to provide engineering services for the Sidewalk Improvements Project under the Transportation Alternatives Program (TAP), PI 0015397. The proposed project includes sidewalk construction at four locations: E. Gordon Street/Eastside Park Area, Spooner Road Area, East Baker Highway from Lakeview Avenue to Bowens Mill Road, and South Gaskin Avenue from Bowens Mill Road to Pinecrest Drive.

As part of the project's next phase, a supplemental agreement has been prepared to cover additional scope of services for right-of-way acquisition. The agreement outlines the costs and tasks for right-of-way staking and appraisals, including surveying and staking of 23 parcels, preparation of Level 1 appraisals with specialty reports as required, and right-of-way phase project management. The total not-to-exceed fee for these services is **\$13,800**.

Approval of this supplemental agreement is necessary to proceed with right-of-way acquisition in accordance with Georgia Department of Transportation (GDOT) standards for TAP-funded projects.

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

DISCUSS UPDATES ON THE AGING ADVISORY COUNCIL

Olivia Pearson, Former Ward 3 Commissioner, appeared before the Commission to discuss updates on the Aging Advisory Council.

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

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DISCUSS APPOINTMENT TO AGING ADVISORY COUNCIL

Charlie Davis, City Manager, appeared before the Commission to seek guidance from the Mayor and Commission on the appointment of the Aging Advisory Council position that is currently vacant.

Mr. Davis stated that former Commissioner Olivia Pearson is currently serving on the Aging Advisory Council. Appointments are for three years. Individuals interested in serving must be at least 60 years old or older, city residents, and willing to attend monthly meetings. We have three options: we can reappoint former Commissioner Olivia Pearson for another term of three years (if she is willing to serve), appoint another elected official, or appoint a new member who is willing to serve and is 60 or older.

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

GENERAL COMMENTS (3 MINUTES)

There were no general comments

CITY MANAGER UPDATES

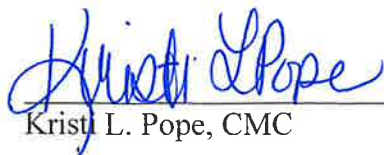
There were no updates

ADJOURNMENT

There being no further discussion, the work session meeting adjourned at 6:14 p.m



Mayor Tony L. Paulk



Kristi L. Pope, CMC

