

City of Donalsonville
Council Meeting-July 7, 2020

Official Minutes

Mayor Ron Johnson, Jr. called the Council Meeting to order at 6:00 PM in the Council Chambers at City Hall. Councilmembers present for the meeting included, Mayor Ron Johnson, Jr., Mayor Pro Tem Ed Bond, CP Mitch Blanks, CP Moses James, Jr., CP Flossie Smith, CP Travis Brooks, and CP Lindsay Register. Staff present were City Manager Steve Hicks, City Clerk Christina Corvers, Fire Chief Dean King, Police Chief Woodrow Blue, Communications Director Jeffrey Hatcher, and City Attorney Billy Grantham. Public Works Superintendent Bert Adams was absent.

Approval of the Agenda: Mayor Pro Tem Bond made a motion to approve the Agenda, with CP Smith seconding. Motion passed. Next, the approval of the minutes from the June 15, 2020 Council Meeting, the June 22, 2020 Budget Work Session, and the June 29, 2020 Public Hearing/Called Meeting. CP Smith made a motion to approve the minutes from the June 15, 2020 Council Meeting, the June 22, 2020 Budget Work Session, and the June 29, 2020 Public Hearing/Called Meeting. CP Register seconded; motion carried.

APPEARANCES: David Maxwell with BetterWay Initiative gave an update on current projects, which included the redesign/re-landscaping of the City Park and the Lion's Hall. David Maxwell also gave an update on the "Art on Fire" Gala, a fund-raising event to transform the downtown Donalsonville Historic Fire Station into a cultural center, art gallery, museum and event venue. The event was postponed this past May due to the Covid-19 pandemic but plans are to reschedule the event this coming fall.

Next, Virginia Harrison gave her appreciation to City Manager Hicks and City Clerk Corvers in getting the Downtown Development Authority qualified with the City's insurance provider (GIRMA), to greatly reduce the coverage on the two buildings owned by the Authority. Virginia Harrison also thanked the Mayor and Council for allowing the City to work with Andrew Stringfellow, DBA Community A-Fair, in getting all the necessary agreements completed and allowing the fair to be able to come to Donalsonville. Lastly, Virginia Harrison gave an update on the DDA's recent Grant with USDA, stating that all the necessary documentation had been finalized.

INTERNAL BUSINESS

INTERNAL BUSINESS: The Financial Statements for May 2020 were presented and reviewed with comments made by City Manager Hicks on the current status, along with discussion on the three-month analysis.

OLD BUSINESS

OLD BUSINESS: City Manager Hicks recommended to adopt Resolution 06-15-20, providing for a zoning setback variance for Patricia Buggs located at 605 South Stern Avenue. City Manager Hicks stated that the variance is granted for a Jaguar 24' x 52' General Manufactured Homes, Inc. double wide single-family residence with the stipulation that if said residence should ever be replaced or relocated upon the property then the variance shall terminate. After some discussion, CP Blanks made a motion to adopt Resolution 06-15-20, providing for a zoning setback variance for Patricia Buggs located at 605 South Stern Avenue for a Jaguar 24' x 52' General Manufactured Homes, Inc. double wide single-family residence with the stipulation that if said residence should ever be replaced or relocated upon the property then the variance shall terminate. Mayor Pro Tem Bond seconded; motion passed.

Next, City Manager Hicks recommended to adopt Resolution 07-07-20, providing for the adoption of the FY 2020-21 Budget as follows:

	<u>FY 20-21</u>	<u>FY 19-20</u>	
	<u>ADOPTED</u>	<u>BUDGET</u>	
<u>GENERAL FUND</u>	<u>BUDGET</u>	<u>FINAL</u>	<u>CHANGE</u>
City Manager	\$ 125,721	\$ 126,198	\$ (477)

Elections	2,552	1,937	615
Financial Administration	715,265	547,320	167,945
Municipal Court	61,359	60,602	757
Police Administration	1,004,458	1,026,447	(21,989)
Fire Administration	702,047	653,569	48,478
Highways & Streets	314,211	331,279	(17,068)
Sanitation	<u>428,067</u>	<u>419,383</u>	<u>8,684</u>
Total General Fund Uses	\$ 3,353,680	\$ 3,166,735	\$ 186,945
Hotel/Motel Tax	29,372	28,805	567
SPLOST Uses	259,873	270,404	(10,531)
TSPLOST Uses	277,125	517,271	(240,146)
Water/Sewer Uses	987,582	1,018,641	(31,059)
Gas Fund Uses	1,033,999	817,291	216,708
Solid Waste Fund Uses	17,434	17,434	-
E-Donalsonville Uses	177,319	138,500	38,819
Total Uses	\$ 6,136,384	\$ 5,975,081	\$ 161,303

After some discussion, Mayor Pro Tem Bond made a motion to adopt Resolution 07-07-20, providing for the adoption of the FY 2020-21 Budget as proposed. CP Register seconded; motion passed.

NEW BUSINESS

NEW BUSINESS: City Manager Hicks stated that as a part of the Rural Zone designation process that provides for tax incentives to approved downtown areas in rural communities, the City of Donalsonville is “encouraged” to offer incentives to promote investment into these areas. City Manager Hicks stated that eligibility requires the business to create of two full-time equivalent jobs, which allows a \$2,000 credit for each new full-time equivalent employee per year, for up to five years and not to exceed \$40,000 in credits each year. Once the job requirement is met, businesses can apply for an investment tax credit that represents 25 % of the building’s purchase price, up to \$125,000 and claimed over five years. The third tax credit covers 30 % of the building’s qualified rehabilitation costs, but not to exceed \$150,000, with the credits prorated equally over three years.

City Manager Hicks stated that the following local incentives to promote investment in the downtown area are proposed:

- (1) Façade and Sign Grants
- (2) Waive permit fees (can be based on amount invested in project)
- (3) Waive water, sewer, and gas utility connection

CP Register made a motion to approve the above incentives to promote investment in the downtown area with CP Smith seconding; motion carried.

Next, City Manager Hicks recommended to approve the modification of a promissory note for Loan DW11014 to the Georgia Environmental Finance Authority (GEFA). GEFA is providing an interest-free period from June 1, 2020 thru November 30, 2020 and a payment-free period from July 1, 2020 to December 31, 2020 for a loan the City of Donalsonville obtained to make certain Water/Sewer improvements. City Manager Hicks stated that this modification is to provide financial relief to cities and counties from the effects of the COVID-19 outbreak. The current payment is \$2,095.15 per month which will be a deferment of \$12,570.90 plus approximately \$1,950.00 in interest. The current balance of the GEFA loan is \$198,142.62. CP Register made a motion to approve the modification of a promissory note for Loan DW11014 to the Georgia Environmental Finance Authority (GEFA), to provide an interest-free

period from June 1, 2020 thru November 30, 2020 and a payment-free period from July 1, 2020 to December 31, 2020 for a loan the City of Donalsonville obtained to make certain Water/Sewer improvements. Mayor Pro Tem Bond seconded; motion passed.

Communications Director Hatcher then gave an update on eDonalsonville activities, along with the systems continued growth. Communications Director Hatcher stated that the City is currently in the auction for new spectrum to cover Donalsonville and Seminole County. This will allow eDonalsonville to increase the number of customers and increase the service provided to customers. Lastly, Communications Director Hatcher stated that the security camera system for Donalsonville was moving forward, as the installer plans to have the project complete by the end of the month.

Next, Fire Chief King gave an update on the Fire Department, with review of the run summary from the month of June. Chief King also gave an update on the recent ISO Evaluation, stating that he was pleasantly surprised to receive the report this past Monday instead of the original date around September/October. Chief King stated that the previous ISO for the Donalsonville Fire Department was a 4 but he was honored to inform the Council that the Fire Departments current ISO Rating has been reduced to a 3. Chief King then reviewed the ISO Evaluation Report with the Council showing where the improvements were made and gave recommendations on how the Department plan to improve before for the next evaluation. Lastly, Chief King informed the Council that the Donalsonville Fire Department has recently developed a new website for the department; it can be viewed at www.donalsonvillefire.com.

Police Chief Blue then gave a brief update on the Police Department and stated that they were still in the process of updating their Policies, which will allow the department to better receive necessary certification. Police Chief Blue stated that he has spoken with School Superintendent Mark Earnest and can confirm that the School Board plans to move forward with the funding of a School Resource Officer at the Elementary School for the upcoming school year. Lastly, Police Chief Blue stated that the department was currently working with local emergency officials to developing a mock drill in testing the school's emergency plan.

City Manager Hicks then gave an update on the following:

- (1) SPLOST VI Meeting: A meeting has been set for July 21, 2020 at 2:00 PM in the City Hall Council Chambers with Seminole County and Iron City officials to initiate the process to renew SPLOST which will include placing the issue on a ballot for a vote prior to the expiration of the current SPLOST in March 2021.
- (2) DDA Insurance: As per a request from Virginia Harrison to include the DDA property under the City's insurance program, the City Clerk and City Auditor worked with GIRMA and the DDA to establish eligibility for the DDA to be covered. As the result of their efforts, two DDA property locations will be covered for the cost of \$920.00 per year. The cost for DDA under their current carrier was \$1,972.00 last year for one location.
- (3) LMIG Distribution: The question of the Local Management Improvement Grants (LMIG) distribution for cities who did not participate in the regional TSPLOST project came up during budget meetings. Here is the response from GDOT: "The regions that did vote in TIA only have to match LMIG funds at 10%, whereas the areas that did not have to match at 30%. Additionally, the 2021 LMIG would probably be 11% less than 2020 due to the GDOT budget. Now this reduction would be statewide. This will remain in effect until the current regional TSPLOST funding expires."
- (4) Comprehensive Plan 5-Year Update: The City's Comprehensive 5-Year Plan update must be completed by October 31, 2022. The process will include a required public hearing (which can be delayed due to COVID-19 restrictions) in July or August 2020 to begin the process. The Southwest Georgia Regional Commission will work with the City to prepare the plan to be submitted to DCA between February and April 2021. DCA comments will be received and the plan will be revised and edited as applicable and submitted for a 2nd public hearing in May-July 2021. DCA will review and approve the plan and will adopt the plan in February-

March 2022 with final DCA certification and implementation in May-June 2022.

- (5) CARES Act-Local Funding: Title V of the CARES Act created the Coronavirus Relief Fund (“CRF”) to provide financial resources to state and local governments. The U.S. Treasury (Treasury) provided Georgia approximately \$4.1 billion for coronavirus-related expenses based on the funding formula provided in the CARES Act. The Treasury provided that up to 45% of Georgia’s funding could be transferred to local governments if the transfer qualifies as a necessary expenditure incurred due to the public health emergency. The first phase of funding will allocate 30% of the \$1.23 billion to local governments that did not receive a direct allocation and are not located in a county that received a direct allocation established on a per capita basis using U.S. Census Bureau’s vintage 2019 sub-county population (“Phase One”). These cities and counties will have access to and be able to request 30% of Phase One funding immediately once the application portal is available. The remaining 70% will be available on a reimbursement basis. Phase One funding should be used by September 1, 2020, or it may be recalled and reallocated for other uses. Please note that funding can only be used for eligible expenses. However, the final guidelines have not yet been established. The City of Donalsonville’s Phase 1 share is: \$129,089. 30% Advance Funding: \$38,727.

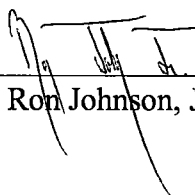
Lastly, City Manager Hicks reminded the Council of the following upcoming event:

- City Council Meeting-August 4, 2020 6:00 P.M.

With there being no further business to come before the Mayor and Council, at 6:54 PM, Mayor Pro Tem Bond a motion to adjourn, with CP Register making a second; and the motion carried.

ADJOURNED

City of Donalsonville



Ron Johnson, Jr., Mayor

Attest and Certification:

I, Christina Corvers, do here Attest and Certify that
The above written is a true and correct representation
of the business and actions conducted during the July 7, 2020
meeting of the Mayor and Council of the City of Donalsonville.



Christina Corvers, City Clerk