



**City of Flowery Branch
City Council Meeting
Thursday, February 15, 2024, 6:00 PM
City of Flowery Branch City Hall
5410 Pine Street, Flowery Branch, GA 30542**



CALL WORK SESSION TO ORDER:

Mayor Asbridge called the council meeting to order at 6:00 p.m.

Present: Mayor Asbridge and Council Members Joe Anglin, Oliver McClellan, William McDaniel, Joseph Mezzanotte, and Chris Mundy.

Also present were City Manager Tonya Parrish, City Clerk Shelia Cooper, Planning & Community Development Director Rich Atkinson, Finance Director Matt Hamby, Human Resources Director Krystle Hightower, Director of Fun Renee Carden, Public Works & Utilities Director, and City Attorney Frank Hartley.

PLEDGE OF ALLEGIANCE:

Mayor Asbridge led the Pledge of Allegiance.

ADOPTION OF AGENDA:

There was a motion made to approve the agenda as presented.

MOTION: Chris Mundy

SECOND: Oliver McClellan

AYES: Joe Anglin, Oliver McClellan, William McDaniel, Joseph Mezzanotte, Chris Mundy

NAYS: None

Motion carried

AWARDS & RECOGNITIONS: There were no awards or recognitions.

UNFINISHED BUSINESS - WORK SESSION:

Consider Second Reading of Ordinance 706 for a Annexation Request submitted by PR Land Investment.

City Attorney Frank Hartley announced city staff is waiting on information from the applicant and it has been requested that this item be tabled until the March 7, 2024 City Council Meeting.

Consider Second Reading of Ordinance 707 for a Rezoning Request submitted by PR Land Investment.

There was no presentation on this item.

NEW BUSINESS -WORK SESSION:

Wastewater Reclamation Facility Update

City Manager Parrish introduced Chris Carr from ESG Engineering. Mr. Carr presented a project overview of the wastewater reclamation facility update. The design is currently proceeding from 60% to 80% Guaranteed Maximum Price (GMP) design level and using a 30% baseline cost estimate for guidance. Early work packages went to RFP and proposals received for the dewatering equipment replacement and EQ tank aeration and mixing equipment. To meet the budget, increase operational flexibility and facilitate ease of future expandability the main biological process changed from oxidation ditch to traditional bioreactor.

The next steps:

- Complete 80% Design for GMP development
- Early Release Equipment Proposals received will complete design in 2 weeks for Early Package GMP Development
- Remaining Schedule:
 - 80% Design – March 18, 2024 (Shifted 6 weeks due to the process changes made to reduce cost)
 - CMAR GMP provided to Flowery Branch- May 24, 2024
 - With GMP Approval by FB Construction NTP June 2024
 - Substantial completion of June 2026
 - Final completion of July 2026, including commissioning, startup, and testing.

Pavel Mayfield from Archer Western and represents Construction Manager at Risk (CMAR) presented a detailed explanation on the procurement plan.

Procurement Plan:

- Competitive Procurement - over 60 Bid Packages
- Best Value Open Book Selection
 - ✓ Cost
 - ✓ Compliance with Technical Specifications
 - ✓ Ability to Meet Schedule
 - ✓ Ability to Provide Insurance/ Bond
 - ✓ Past Performance / Qualifications
- Compliance with GEFA Loan Requirements
 - ✓ Good Faith Effort
 - ✓ MBE/ WBE Participation Goals
 - ✓ Davis Bacon
 - ✓ American Iron & Steel (AIS)
- Intended to Minimize Project Risk
- Cost and Schedule Certainty
- ZERO Change Orders During Construction Phase



Procurement Schedule

Early Work

(Dewatering & EQ Mixing/ Aeration)

PROCUREMENT SCHEDULE

FLOWERY BRANCH WRF EXPANSION CMAR



Last Updated:

Tue, 2/13/2024

EARLY WORK PROCUREMENT			
Activity	Activity Name	Start	Finish
Early Work - Dewatering & EQ Tank Aeration and Mixing Equipment	Issue RFPS	1/12/2024	
	RECEIVE PROPOSALS		2/6/2024
	PROPOSAL EVALUATIONS BY AW & ESG (AW - Scope/ Commercial, ESG - Technical)	2/7/2024	2/12/2024
	MEETING W/ FLOWERY TO REVIEW PROPOSALS EVALUATIONS & SUMMARY	2/12/2024	
	UPDATE DESIGN DOCUMENTS TO INCORPORATE SELECTED EQUIPMENT	2/12/2024	2/26/2024
	RECEIVE DESIGN DOCUMENTS FROM ESG		2/26/2024
	PREPARE EARLY WORK GMP	2/26/2024	3/7/2024
	SUBMIT DRAFT GMP TO CITY/ESG		3/8/2024
	MEETING TO REVIEW DRAFT GMP	3/12/2024	
	UPDATE GMP, IF REQUIRED	3/13/2024	3/14/2024
	FINAL GMP SUBMISSION TO TO CITY/ESG		3/15/2024
	COUNCIL APPROVAL OF GMP		3/21/2024
	ISSUE CMAR CONTRACT CHANGE ORDER FOR EARLY WORK	3/22/2024	
	EARLY WORK NTP	4/8/2024	
	EARLY WORK SUBSTANTIAL COMPLETION - EQ AERATION (8MO)		12/31/2024
	EARLY WORK SUBSTANTIAL COMPLETION - DEWATERING (10MO)		2/8/2025



Procurement Schedule

Main Facility Expansion

PROCUREMENT SCHEDULE

FLOWERY BRANCH WRF EXPANSION CMAR



Last Updated:

Tue, 2/13/2024

FACILITY EXPANSION PROCUREMENT				
Activity	Requirement	Activity Name	Start	Finish
0		PROCUREMENT PLAN REVIEW MEETING WITH ESG & FLOWERY	2/19/2024	
1	GEFA - GFA	PREMARKET PROJECT (30 DAYS PRIOR TO RFP ISSUANCE)	2/21/2024	3/22/2024
1.1	GEFA - GFA	PUBLISH ADVERTISEMENT IN AIC	2/22/2024	3/7/2024
1.2	GEFA - GFA	PUBLISH ADVERTISEMENT IN LOCAL NEWSPAPER	2/22/2024	3/7/2024
1.3	GEFA - GFA	DISTRIBUTE OUTREACH ADVERTISEMENT	3/13/2024	
2	GEFA - GFA	COMMUNITY OUTREACH EVENT	3/20/2024	3/20/2024
3		DEVELOP RFPS	3/1/2024	3/22/2024
80% Design		RECEIVE 80% DESIGN DOCUMENTS FROM ESG	3/18/2024	3/18/2024
4		ISSUE RFPS	3/22/2024	3/22/2024
5		SUBMIT AW SELF-PROPOSALS TO CITY	4/25/2024	4/25/2024
6		RECEIVE PROPOSALS	4/26/2024	4/26/2024
7		PROPOSAL EVALUATIONS BY AW & ESG (AW - Scope/ Commercial, ESG - Technical)	4/29/2024	5/7/2024
8		MEETING W/ FLOWERY TO REVIEW PROPOSALS EVALUATIONS & SUMMARY	5/8/2024	5/8/2024
9		DRAFT GMP REVIEW TO PLUG SELECTED PROPOSALS	5/9/2024	5/9/2024
9.1	GEFA	COMPILE MBE/WBE PARTICIPATION DOCS	5/9/2024	5/9/2024
9.2	GEFA	COMPILE GEFA GFE PACKAGE	5/9/2024	5/9/2024
9.3		COMPILE DRAFT GMP	5/9/2024	5/9/2024
10		SUBMIT DRAFT GMP W/ FINAL EVAL. TO CITY/ESG	5/13/2024	5/13/2024
11		MEETING TO REVIEW DRAFT GMP	5/17/2024	5/17/2024
12		UPDATE GMP PER FLOWERY/ESG SELECTIONS	5/20/2024	5/23/2024
13		FINAL GMP SUBMISSION TO TO CITY/ESG	5/24/2024	5/24/2024
14		COUNCIL APPROVAL OF GMP		6/6/2024
15		ISSUE CMAR CONTRACT CHANGE ORDER	6/7/2024	
16		CONSTRUCTION NTP	6/24/2024	
17		PROJECT SUBSTANTIAL COMPLETION (24Mo)		6/24/2026

Council held a discussion with Mr. Mayfield regarding the wastewater reclamation facility update.

Consider an Agreement With Vector Solutions for Guardian Tracking Software

Captain Matthew Mahathey presented a proposal for a three-year agreement with Vector Solutions for Guardian Tracking Software. In 2022, the Flowery Branch Police Department committed to the process of achieving State Certification from the Georgia Association of Chiefs of Police. State Certification requires certain detailed records to be maintained and analyzed to identify early warning indicators of potential problematic employee issues. Vector Solutions offers a software titled “Guardian Tracking” which electronically compiles departmental data and analyzes it for potential patterns of problematic activity. The software then transmits early warning alerts to the appropriate supervision team members, thereby allowing an issue to be addressed in its earliest stages.

Council held a discussion with Captain Mahathey regarding this software.

DEPARTMENT REPORTS:

Department of Fun Report:

Director Carden noted upcoming events.

ADJOURNMENT WORK SESSION:

Mayor Asbridge adjourned the work session at 6:48 p.m.

VOTING SESSION AGENDA

CALL VOTING SESSION TO ORDER:

Mayor Asbridge called the voting session to order at 6:48 p.m.

PUBLIC COMMENTS:

Rosa Probst, 7038 Boathouse Way, Flowery Branch, Georgia.

Mrs. Probst and fifty percent of her neighbors are opposed to the proposed gas station at Sterling on the Lake Subdivision.

Mark Weber, 6114 Stella Light Drive, Flowery Branch, Georgia.

Mr. Weber would like to see increased code enforcement in the City and he is concerned with the density of the City.

Charles Mull, 5918 Mitchell Street, Flowery Branch, Georgia.

Mr. Mull wanted to give his appreciation of the open communication that is allowed with Council. He was also appreciative of the no parking signs at Phil Niekro that have been placed to stop large vehicle parking.

CONSENT AGENDA:

- *Consider January 2024 Per Diem for Mayor Asbridge*

There was a motion made to approve the consent agenda as presented.

MOTION: Chris Mundy

SECOND: William McDaniel

AYES: Joe Anglin, Oliver McClellan, William McDaniel, Joseph Mezzanotte, Chris Mundy

NAYS: None

Motion carried

UNFINISHED BUSINESS - VOTING SESSION:

Consider the Second Reading of Ordinance 704 Amending the Charter of the City of Flowery Branch Giving the Mayor Authority to Administer Oaths.

There was a motion made to approve Ordinance 704 amending the charter of the City of Flowery Branch giving the mayor authority to administer oaths.

MOTION: Oliver McClellan

SECOND: Joe Anglin

AYES: Joe Anglin, Oliver McClellan, William McDaniel, Joseph Mezzanotte, Chris Mundy

NAYS: None

Motion carried

Consider Second Reading of Ordinance 706 for a Annexation Request submitted by PR Land Investment.

There was a motion made to table the second reading of Ordinance 706 until the March 7, 2024 City Council Meeting.

MOTION: Oliver McClellan

SECOND: William McDaniel

Council held a discussion regarding Ordinance 706. City Attorney stated the primary reason to table this item is the city is waiting on elevations from the developers.

AYES: Joe Anglin, Oliver McClellan, William McDaniel, Joseph Mezzanotte, Chris Mundy

NAYS: None

Motion carried

Consider Second Reading of Ordinance 707 for a Rezoning Request submitted by PR Land Investment.

There was a motion made to table the second reading of Ordinance 707 until the March 7, 2024 City Council Meeting.

MOTION: Chris Mundy

SECOND: Joe Anglin

AYES: Joe Anglin, Oliver McClellan, William McDaniel, Joseph Mezzanotte, Chris Mundy

NAYS: None

Motion carried

NEW BUSINESS - VOTING SESSION:

Consider an Agreement with Vector Solutions for Guardian Tracking Software

There was a motion made to approve an agreement with Vector Solutions for Guardian Tracking Software.

MOTION: William McDaniel

SECOND: Oliver McClellan

AYES: Joe Anglin, Oliver McClellan, William McDaniel, Joseph Mezzanotte, Chris Mundy

NAYS: None

Motion carried

EXECUTIVE SESSION:

There was a motion made to enter executive session for matters related to pending or potential litigation, matters related to the acquisition/disposition of real estate and for matters related to certain personnel issues at 7:08 p.m.

MOTION: Joe Anglin

SECOND: Chris Mundy

AYES: Joe Anglin, Oliver McClellan, William McDaniel, Joseph Mezzanotte, Chris Mundy

NAYS: None

Motion carried

There was a motion made to exit executive session at 7:37 p.m.

MOTION: Joe Anglin

SECOND: Oliver McClellan

AYES: Joe Anglin, Oliver McClellan, William McDaniel, Joseph Mezzanotte, Chris Mundy

NAYS: None

Motion carried

ADJOURNMENT:

There was a motion made to adjourn the meeting at 7:37 p.m.

MOTION: Oliver McClellan

SECOND: William McDaniel

AYES: Joe Anglin, Oliver McClellan, William McDaniel, Joseph Mezzanotte, Chris Mundy

NAYS: None

Motion carried

Edward R. Asbridge, Mayor

Date

Shelia Cooper, City Clerk