



**City of Flowery Branch
City Council Meeting
Thursday, February 16, 2023, 6:00 PM
City of Flowery Branch City Hall
5410 W. 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 Director Rich Atkinson, Public Works and Utilities Director Bill Whidden, Finance Director Matthew Hamby, Community Relations Director Renee Carden and City Attorney Ron Bennett.

Absent: None

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: Joe Anglin

SECOND: William McDaniel

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

NAYS: None

Motion carried

PUBLIC HEARING:

A Public Hearing to consider a request submitted by Mr. Morgan Hudgens to rezone a .75 +/- acre tract of land known as 5248 Gainesville Street from Residential, Detached Single-Family, Low-Density District (R-1) to Residential Multi-Family (R-3).

Planning Director Atkinson presented a request submitted by Mr. Morgan Hudgens to rezone a .75 +/- acre tract of land known as 5248 Gainesville Street from residential, detached single-family, low-density district (R-1) to residential multi-family (R-3). The property owner wishes to subdivide the property in order to construct a new single family detached home. Staff

recommendation is to approve the request to rezone with the intent to subdivide and construct one detached home meeting the requirements of R-3 zoning as well as all applicable development, zoning, and building and design codes.

Council held a discussion regarding the request to rezone.

In Favor: None

Against: None

Mayor Asbridge closed the Public Hearing at 6:08 p.m.

NEW BUSINESS -WORK SESSION:

Consider Resolution 23-004 for Purchasing Policy

Finance Director Hamby presented Resolution 23-004, Purchasing Policy Manual updates. The purchasing policy was reviewed recently and found there were two major areas for change. The removal of local vendors preference which references City code that does not exist in our City code. Updating purchasing threshold needs to be updated.

Purchasing Policy Recommended Changes:				
Purchasing threshold updates:				
Current:				
Purchase Amount	Responsible Party	Procurement Method	Minimum Quotes	Approval Authority
\$0.01 - \$99.99	Department Director/Designee	P-Card or Check Request	0	Department Director
\$100.00 - \$1,000.00	Department Director/Designee	Check Request	0	Department Director
\$1,001.00 - \$5,000.00	Department Director/Designee	Purchase Order	3 Written	Department Director Finance Director
\$5,001.00 - \$25,000.00	Department Director/Designee	Scaled bid/Proposal/Qualifications Purchase Order Required	N/A	Department Director Finance Director City Manager
\$25,001.00 and over	Department Director/Designee	Scaled bid/Proposal/Qualifications Purchase Order Required	N/A	Department Director Finance Director City Manager City Council
Proposed:				
Purchase Amount	Responsible Party	Procurement Method	Minimum Quotes	Approval Authority
\$0.01 - \$99.99	Department Director/Designee	P-Card or Check Request	0	Department Director
\$100.00 - \$1,000.00	Department Director/Designee	P-Card or Check Request	0	Department Director
\$1,000.01 - \$5,000.00	Department Director/Designee	Purchase Order	3 Written quotes	Department Director Budget Manager
\$5,000.01 - \$25,000.00	Department Director/Designee	Purchase Order Required	3 Written quotes	Department Director Budget Manager Finance Director
\$25,000.01 - \$50,000.00	Department Director/Designee	Scaled bid/Proposal/Qualifications Purchase Order Required	Bid/Proposal	Department Director Budget Manager Finance Director City Manager
\$50,000.01 and over	Department Director/Designee	Scaled bid/Proposal/Qualifications Purchase Order Required	Bid/Proposal	Department Director Budget Manager Finance Director City Manager City Council



Director Hamby explained the process of bidding and the costs and time involved with this process.

Council held a discussion regarding the purchasing policy.

DEPARTMENT REPORTS:

Community Relations Department Report:

Director Carden gave an update on Main Street renovations.

Finance Department Report:

Staff Accountant Elias Gobble gave an update on Capital Projects in the City.

Council Report:

Council Member Anglin stated he was glad to see two homes renovated on Church Street.

ADJOURNMENT WORK SESSION:

Mayor Asbridge adjourned the work session at 6:19 p.m.

VOTING SESSION AGENDA

CALL VOTING SESSION TO ORDER:

Mayor Asbridge called the voting session to order at 6:19 p.m.

PUBLIC COMMENTS:

Mark Weber, 6114 Stella Light Drive, Flowery Branch, Georgia 30542

Mr. Weber inquired about the interim measures for the sewer plant now.

CONSENT AGENDA:

- Consider January 2023 Per Diem for Mayor Asbridge
- Consider February 2, 2023 City Council Meeting Minutes

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

MOTION: Oliver McClellan

SECOND: Chris Mundy

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

NAYS: None

Motion carried

NEW BUSINESS - VOTING SESSION:

Consider Second Amendment to FB Main Street, A Master Condominium Shopping Center Lease Agreement with El Sabor Costeno Taqueria, LLC.

There was a motion to approve the second amendment to FB Main Street, A Master Condominium Shopping Center Lease Agreement with El Sabor Costeno Taqueria, LLC.

MOTION: Joe Anglin

SECOND: Chris Mundy

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

NAYS: None

Motion carried

Council held a discussion regarding the ninety-day extension for El Sabor Costeno, LLC.

EXECUTIVE SESSION:

There was a motion made to enter executive session for matters related to the acquisition/disposition of real estate at 6:26 p.m.

MOTION: Joe Anglin

SECOND: Oliver McClellan

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

NAYS: None

Motion carried

There was a motion to exit executive session at 6:59 p.m.

MOTION: Oliver McClellan

SECOND: Chris Mundy

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

NAYS: None

Motion carried

ADJOURNMENT:

There was a motion to adjourn at 6:59 p.m.

MOTION: Chris Mundy

SECOND: Oliver McClellan

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

NAYS: None

Motion carried

Edward R. Asbridge, Mayor

Date

Shelia Cooper, City Clerk