



**City of Flowery Branch
City Council Meeting
Thursday, May 2, 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, and Joseph Mezzanotte.

Also present were City Manager Tonya Parrish, City Clerk Shelia Cooper, Human Resources Director Krystle Hightower, Public Works & Utilities Director Bill Whidden, Director of Fun Renee Carden, Deputy Chief Todd Templeton, and City Attorney Ted Baggett.

Absent: Council Member Chris Mundy

PLEDGE OF ALLEGIANCE:

Mayor Asbridge led the Pledge of Allegiance.

ADOPTION OF AGENDA:

There was a motion made approve the agenda as presented.

MOTION: Joe Anglin

SECOND: Oliver McClellan

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

NAYS: None

Motion carried.

AWARDS & RECOGNITIONS:

Mayor Asbridge presented a proclamation to City Clerk Shelia Cooper and Assistant City Clerk Nancy Rodriguez for the Fifty-Fifth Annual Professional Municipal Clerks Week.

NEW BUSINESS -WORK SESSION:

Consideration of Resolution 24-002 Third Quarter Budget Amendment FY2024

Budget & Purchasing Manager Nancy Rodriguez presented Resolution 24-002 a Third Quarter Budget Amendment for FY2024. A budget is balanced when the sum of estimated revenues and

appropriated fund balances is equal to expenditure/expense appropriations for each applicable fund. Revenue estimates and governmental needs change throughout the year which requires approval from Council for said budget amendments.

Resolution 24-002: Explanation:

General Fund

City Clerk:

Adjustment made to consolidate Cell phone budget to Communications.

Admin:

Adjustment made for increased postage charge and increased notices.

Police:

Adjustment made to consolidate Cell phone budget to Communications.

Created an account to separate travel expenses from education.

Public Works:

Adjustment made for increased Traffic Signal Cost by \$8,000 from Stormwater Management.

Planning:

Adjustment made to consolidate Cell phone budget to Communications.

Fun:

Adjustment made to consolidate Cell phone budget to Communications.

Increase the Communications budget by \$5,000 from electricity.



There were no questions.

Consider the Purchase and Installation of Synthetic Grass on the Lawn of the Market Pavilion and the Amphitheater.

Director Carden presented purchasing and installation of synthetic grass on the lawn of the market pavilion and amphitheater. The market pavilion and amphitheater officially opened in May of 2023. The pavilion is the home to our summer & winter markets, multiple spring and fall festivals, city block parties, weddings, proms, play dates and so much more. The amphitheater is home to several events, such as Music in the Branch, and National Day of Prayer. The venues have had over 35,000 visitors, with cell phones capturing data since May of 2023. Both locations are growing in demand as citizens and groups become more familiar with these venues. With the amount of foot traffic from walking, playing, dancing, and sitting on the lawns the current sod is not able to sustain its durability. The lawn at the market pavilion currently has dead spots, it holds water in multiple locations, in one spot the yard has settled and is uneven. Installing new synthetic grass at each location will create a beautiful low-maintenance natural appearance lawn that our citizens will enjoy. Pricing for this project is through Sourcewell, which is a cooperative purchasing agency that the City is registered with. Funding for this project will come out of our TAD fund. The cost for the market pavilion is \$53,298.10 (materials \$33,873.10 & installation \$17,615). The cost for the amphitheater is \$135,875.69 (materials \$88,225.69 & installation \$42,900).

Council held a discussion with Director Carden and the representatives from Forever Lawn Landscape.

Recommendation to select ESG Engineering, Inc. to conduct a Preliminary Engineering Report (PER) for Flowery Branch portion of Highlands to Islands Trail Construction.

Grants & Accounting Manager Elias Gobble presented a recommendation to select ESG Engineering, Inc. to conduct a Preliminary Engineering Report (PER) for Flowery Branch's portion of Highlands to Islands Trail construction. In order to pursue funding from the Appalachian Regional Commission (ARC) to support construction of a pedestrian/bike trail, an engineering firm must be approved by Council to complete a Preliminary Engineering Report (PER) that approximates current costs and other relevant factors involved with the construction project.

The engineering firm that was recommended by staff was selected through a competitive and transparent selection process. The ARC requires the engineering firm recommended is officially approved by Council. There was a thirty-day advertising period for this contract. Three proposals were received from applicants and a selection review committee graded each proposal with an ARC provided grading criteria. ESG Engineering received the highest score.

The Appalachian Regional Commission (ARC) is an economic development partnership entity of the federal government. Their mission is to innovate, partner, and invest to build community capacity and strengthen economic growth in Appalachia by providing grants, publishing research, and sponsoring learning opportunities to address economic disparity and advance prosperity. The Georgia Mountains Regional Commission (GRMC) is a state level commission that supports the northeast region of the state and has created an application on the City's behalf for ARC grant funds. The ARC requires a Preliminary Engineering Report as part of the application to allow extensive review of the proposed project, as well as the local governing body's approval of the selected engineering firm. The cost of the PER is \$5,000.

Council held a discussion with Manager Gobble.

DEPARTMENT REPORTS:

City Manager Report:

City Manager Parrish wanted to introduce Jordan Parham, Public Works Manager. He is doing a fantastic job with the City.

Department of Fun Report:

Director Carden noted upcoming events.

Finance Department:

Director Hamby reported that he has received the tax digest, and he has updated the budget with these minor changes.

Public Works & Utilities Report:

Director Whidden advised that the National Clean Up Day was a success thanks for the over fifty volunteers who came out to donate their time to help beautify the city.

Council Report:

Council Member Mezzanotte reported that the National Day of Prayer was a huge success with a great turn out.

ADJOURNMENT WORK SESSION:

Mayor Asbridge adjourned the work session at 6:37 p.m.

VOTING SESSION AGENDA

CALL VOTING SESSION TO ORDER:

Mayor Asbridge called the voting session to order at 6:37 p.m.

PUBLIC COMMENTS:

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

Mr. Weber wanted to speak about the turf that was presented tonight. He likes the idea of only doing part of the recommendation and doing the less expensive part first and see how it works.

CONSENT AGENDA:

- Consider April 2024 Per Diem for Mayor Asbridge
- Consider April 18, 2024 City Council Meeting Minutes

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

MOTION: Joe Anglin

SECOND: Joseph Mezzanotte

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

NAYS: None

Motion carried.

NEW BUSINESS - VOTING SESSION:

Consideration of Resolution 24-002 Third Quarter Budget Amendment FY2024.

There was a motion made to approve Resolution 24-002 for Third Quarter Amendment to the Budget for FY2024.

MOTION: Oliver McClellan

SECOND: Joseph Mezzanotte

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

NAYS: None

Motion carried.

Consider the Purchase and Installation of Synthetic Grass on the Lawn of the Market Pavilion and the Amphitheater.

There was a motion made to approve the pricing proposal from Forever Lawn Landscape for the market pavilion in the amount of \$53,298.10.

MOTION: Oliver McClellan

SECOND: William McDaniel

Mayor Asbridge clarified that the vote was only for the market pavilion.

Council Member Mezzanotte asked if they would be voting tonight because he wanted to see the heat data on the temperature of the turf before Council voted.

City Manager Parrish advised that the pricing with sand is \$53,298.10 and the pricing with the T-Cool sand will be \$58,360.28.

Attorney Baggett advised there would need to be an amended motion to include the correct price for the type of sand that is wanted.

There was a motion made to approve the pricing proposal for the total of \$58,360.00 for turf for the market pavilion.

MOTION: Oliver McClellan

SECOND: William McDaniel

Council Member Anglin stated the market pavilion is smaller area and this cost, over time will pay for itself.

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

NAYS: None

Motion carried.

Recommendation to select ESG Engineering, Inc. to conduct a Preliminary Engineering Report (PER) for Flowery Branch portion of Highlands to Islands Trail Construction.

There was a motion made to approve contracting with ESG Engineering, Inc. to conduct a Preliminary Engineering Report that approximates current costs and other relevant factors involved with constructing a Flowery Branch Portion of the Highlands to Islands bike and pedestrian trail.

MOTION: Oliver McClellan
SECOND: Joseph Mezzanotte

Council Member Anglin asked if this would start in June and Manager Gobble stated there is a six week time period to complete the PER. It would then give Manager Gobble time to finalize the final stage application with the ARC deadline in July.

AYES: Joe Anglin, Oliver McClellan, William McDaniel, Joseph Mezzanotte
NAYS: None
Motion carried.

EXECUTIVE SESSION:

There was a motion made to enter executive session for matters related to the acquisition/disposition of real estate, for matters related to certain personnel issues, and for matter related to pending or potential litigation at 6:49 p.m.

MOTION: Joe Anglin
SECOND: William McDaniel
AYES: Joe Anglin, Oliver McClellan, William McDaniel, Joseph Mezzanotte
NAYS: None
Motion carried.

There was a motion made to exit executive session at 7:42 p.m.

MOTION: Oliver McClellan
SECOND: William McDaniel
AYES: Joe Anglin, Oliver McClellan, William McDaniel, Joseph Mezzanotte
NAYS: None
Motion carried.

ADJOURNMENT:

There was a motion made to adjourn the meeting at 7:42 p.m.

MOTION: Oliver McClellan

SECOND: William McDaniel

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

NAYS: None

Motion carried.

Edward R. Asbridge, Mayor

Date

Shelia Cooper, City Clerk