



**City of Flowery Branch
City Council Meeting
Thursday, December 4, 2025, 6:00 PM
5410 Pine Street
Flowery Branch, GA 30542**



Call Work Session to Order:

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

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

Also present were City Manager Tonya Parrish, City Clerk Shelia Cooper, Finance Director Matthew Hamby, Planning and Community Development Director Chris McCrary, Public Works Director Bill Whidden, Public Utilities Director Peter Woerner, Deputy Police Chief John Powell, Budget & Purchasing Manager Nancy Rodriguez, and City Attorney Ted Baggett.

Absent: Council Member William McDaniel

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: Joe Anglin
Ayes: Joe Anglin, Oliver McClellan, Joseph Mezzanotte, Chris Mundy
Nays: None
Result: passed

Awards, Recognitions & Presentations:

Addison Shealy, Assistant Project Manager, Archer Western, presented a construction progress update on the Flowery Branch Wastewater Treatment Plant expansion. There were approximately 75,000 work hours out of an estimated 165,000 total, including subcontractor hours. The majority of work completed thus far has been self-performed concrete and underground yard pipe activities, with the electrical subcontractor also active on site since day one. They will be moving to mechanical and structural subcontractor work over the coming months. There have been zero safety or quality incidents to date, which is a reflection of the strong safety culture that is onsite. Civil and structural work have progressed steadily. Over the next year, mechanical work will be the most critical phase in reaching substantial completion by August 2026 and final completion in October 2026. Since the last Council update, the Early Works Package has officially been closed, finishing \$140,000 under budget. The savings were primarily from unused allowances and contingencies, with nearly \$100,000 in savings from

allowances alone. Archer Western remains committed to managing the City's contingency responsibly and delivering this project on time and under budget, with a focus on long-term value and quality.

Council held a discussion with Mr. Shealy.

Public Hearing: There were no public hearings.

Unfinished Business - Work Session: There was no unfinished business.

New Business - Work Session:

a. **Consider Resolution 25-012, Amendments to the Budget for FY2025 as Previously Adopted on June 20, 2024.**

Budget Manager Rodriguez presented Resolution 25-012, an amendment to the FY2025 budget as previously adopted on June 20, 2024. Budget Manager Rodriguez provided an overview of the amendments. Various adjustments were made to resolve over-budget situations, consolidation of the cell phone and communications budget to improve operational efficiency and increase the police department budget to recognize a Firehouse Subs Grant. Transfer of ARPA Funds to 308, transfer to Local Resources Fund to establish the track loader project, and transfer to Local Resources Fund to establish a planning software project. There were several adjustments made to the Special Revenue Funds, to the Capital Projects Fund and to the Enterprise Funds.

Council held a discussion with Budget Manager Rodriguez and City Manager Parrish.

b. **Consider Operating Budget Policy Update**

Director Hamby presented an update to the Operating Budget Policy. In an effort to ensure city policies remain relevant and efficient, city staff review the city's policies annually. The Operating Budget Policy was last reviewed and updated on July 1, 2021. During this year's review, it was determined changes to the policy are recommended to keep the Operating Budget Policy relevant and efficient.

Council held a discussion with Director Hamby and City Manager Parrish.

c. **Consider FY2025 Audit Presentation by Rushton LLC.**

Justin Burruss, Audit Manager with Rushton, presented the Audit Report Draft for the fiscal year that ended June 30, 2025. Mr. Burruss reviewed key findings, financial highlights, and compliance matters. The report noted that the city received an unmodified opinion.

Council held a discussion with Mr. Burruss.

d. **Consider First Reading of Ordinance 769 to Amend the Fats, Oils, and Grease (FOG) Code Sections 50-640 and 50-643 of Article VI for Reporting Maintenance and Requiring Test Manholes**

Director Woerner presented the first reading of Ordinance 769 to amend the Fats, Oils, and Grease (FOG) code sections 50-640 and 50-643. Additions to Section 50-640: Requirements for interceptor and specific plumbing connections. It is recommended by city staff to require a sample station for all newly installed grease traps. The sample stations will be located on the effluent discharge of the grease trap. This will allow city staff to better monitor the water quality leaving the grease trap. Additions to Section 50-640: Maintenance requirements for new and existing FOG interceptors. It is recommended by city staff to require all current and future FOG customers to submit a grease trap manifest electronically as instructed by the city. This will help city staff to monitor and enforce the

FOG Ordinance without hiring additional staff.

Council held a discussion with Director Woerner.

- e. **Consider Awarding Contract to Prestige Endeavors, LLC. for Professional Cleaning Services for the City of Flowery Branch.**

Budget Manager Rodriguez presented consideration of awarding a contract to Prestige Endeavors LLC for professional cleaning services for the City of Flowery Branch.

Department Reports:

City Clerk Report

City Clerk Cooper expressed thanks to all who donated new socks and blankets to the Secret Santa for Seniors. For the holiday season, Gainesville-Hall County Meals on Wheels volunteers will deliver a Christmas gift of a throw blanket or warm socks. Thank you for your generosity during this season and for spreading joy and kindness to others.

Department of Fun Report

City Manager Parrish noted upcoming events in the city.

Council Report

Council Member Mezzanotte reminded citizens that Shop with a Cop will be Saturday, December 6, 2025.

Council Member McClellan thanked all who were involved with the tree lighting and parade.

Adjournment Work Session:

Mayor Asbridge adjourned the work session at 7:04 p.m.

Voting Session Agenda

Call Voting Session to Order:

Mayor Asbridge called the voting session to order at 7:04 p.m.

Public Comments: There were no public comments.

Consent Agenda:

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

Motion: Chris Mundy
Second: Joseph Mezzanotte
Ayes: Joe Anglin, Oliver McCellan, Joseph Mezzanotte, Chris Mundy
Nays: None
Result: passed

- a. Consider 2026 City Council Meeting Dates
- b. Consider November 6, 2025, City Council Meeting Minutes
- c. Consider November 2025 Per Diem for Council Member Oliver McClellan

Unfinished Business - Voting Session:

- a. **Consider the Second Reading of Ordinance 772 to Amend Alcoholic Beverage Code**

City Clerk Cooper read the caption for Ordinance 772.

There was a motion made to approve Ordinance 772.

Motion: Oliver McClellan
Second: Joe Anglin
Ayes: Joe Anglin, Oliver McClellan, Joseph Mezzanotte, Chris Mundy
Nays: None
Result: passed

New Business - Voting Session:

a. **Consider Operating Budget Policy Update**

There was a motion made to Table until the first City Council Meeting in February 2026.

Motion: Joseph Mezzanotte
Second: Joe Anglin
Council held a discussion
Ayes: Joe Anglin, Joseph Mezzanotte
Nays: Oliver McClellan, Chris Mundy, Mayor Asbridge
Result: deny

There was a motion made to Table until December 18, 2025, City Council Meeting.

Motion: Joe Anglin
Second: Joseph Mezzanotte
Ayes: Joe Anglin, Oliver McClellan, Joseph Mezzanotte, Chris Mundy
Nays: None
Result: tabled

b. **Consider First Reading of Ordinance 769 to Amend the Fats, Oils, and Grease (FOG) Code Sections 50-640 and 50-643 of Article VI for Reporting Maintenance and Requiring Test Manholes**

City Clerk Cooper read the caption for Ordinance 769.

There was a motion made to approve Ordinance 769.

Motion: Chris Mundy
Second: Oliver McClellan
Ayes: Joe Anglin, Oliver McClellan, Joseph Mezzanotte, Chris Mundy
Nays: None
Result: passed

c. **Consider Awarding Contract to Prestige Endeavors, LLC. for Professional Cleaning Services for the City of Flowery Branch.**

There was a motion made to award Bid Number 26-001 Professional Cleaning Services to Prestige Endeavors, LLC in the amount of \$47,714.27.

Motion: Oliver McClellan
Second: Joe Anglin
Ayes: Joe Anglin, Oliver McClellan, Joseph Mezzanotte, Chris Mundy
Nays: None
Result: passed

d. **Consider Resolution 25-012, Amendments to the Budget for FY2025 as Previously Adopted on June 20, 2024.**

City Clerk Cooper read the caption for Resolution 25-012.

There was a motion made to approve Resolution 25-012.

Motion: Oliver McClellan
Second: Chris Mundy
Ayes: Joe Anglin, Oliver McClellan, Joseph Mezzanotte, Chris Mundy
Nays: None
Result: passed

Executive Session:

There was no executive session held.

Adjournment:

There was a motion made to adjourn the meeting at 7:14 p.m.

Motion: Oliver McClellan
Second: Chris Mundy
Ayes: Joe Anglin, Oliver McClellan, Joseph Mezzanotte, Chris Mundy
Nays: None
Result: passed

Edward R. Asbridge
Mayor

Date

Shelia R. Cooper
City Clerk