

CITY COUNCIL
JEFF REESE, MAYOR
SHIRLEY MARCHMAN, MAYOR PRO TEM
DANNY CARTER
LESLIE MCPHERSON
MATTHEW MOMTAHAN
MICHAEL YOUNG

City of Villa Rica



CITY MANAGER: TOM BARBER
CITY CLERK: ALISA DOYAL
CITY ATTORNEY: C. DAVID MECKLIN

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VILLA RICA, GA. 30180
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CITY COUNCIL MONTHLY MEETING MINUTES

Holt-Bishop Justice Center, Municipal Courtroom, 101 Main Street
Tuesday, December 10, 2019 | 6:00 pm

Meeting Call to Order (Mayor Jeff Reese)

Mayor Jeff Reese called the meeting to order at 6:00 pm. Present: Mayor Pro Tem Shirley Marchman, Councilman Danny Carter, Councilman Matthew Momtahan, and Councilman Michael Young. Councilwoman Leslie McPherson called in for the meeting.

Invocation (Councilman Danny Carter)

Councilman Danny Carter gave the Invocation.

Pledge of Allegiance (Mayor Jeff Reese)

Mayor Jeff Reese led the Pledge of Allegiance

Ceremonial Presentations (Mayor and Council)

- Employee Anniversary – Alisa Doyal was recognized by Mayor Reese for her 5 Years of Service with the City of Villa Rica.
- Oath of Office: David Rogers – Planning and Zoning Commission
David Rogers was sworn in as a new member of the Planning and Zoning Commission to fill an unexpired term.
- Mayor Jeff Reese gave his farewell speech and was presented with a plaque by Mayor Pro Tem Shirley Marchman. City Manager Tom Barber presented Mayor Reese with a financial dashboard from 2016-present.

Adoption of Agenda (Mayor Jeff Reese)

Councilman Danny Carter made the motion to delete A2-Employee Incentive for 2019 from the agenda.

RESULT:	ADOPTED (VOTE: 4-1)
MOVER:	Danny Carter, Councilman
SECONDER:	Matthew Momtahan, Councilman
AYES:	Carter, Momtahan, McPherson, Young
NAYS:	Marchman

City Attorney asked the Council to remove B1 - VA-06-19 Variance to Zoning Conditions for Popeye's Louisiana Kitchen from the agenda to go to Planning and Zoning Commission first and then back to the Council. Councilman Danny Carter made the motion to remove from the agenda.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Danny Carter, Councilman

SECONDER: Matthew Momtahan, Councilman
AYES: Carter, Momtahan, Marchman, Young, McPherson

Councilman Danny Carter requested to add B6-Set Policy for Appointments of Planning and Zoning Commission. Councilman Danny Carter made the motion to amend his request for discussion only.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Danny Carter, Councilman
SECONDER: Matthew Momtahan, Councilman
AYES: Carter, Momtahan, Marchman, Young, McPherson

Councilman Danny Carter made the motion to adopt the agenda with the amendments.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Danny Carter, Councilman
SECONDER: Michael Young, Councilman
AYES: Carter, Young, Marchman, Momtahan, McPherson

*Councilwoman Leslie McPherson left the meeting at this time.

Public Comment: Four citizens came forward and made a public comment.

Council Updates (Subjects of General Interest and Concern)

Mayor Reese made suggestions for next year's budget meetings. He suggested putting the holiday pay in the budget as a line item for discussion, and to have the budget meetings in the courtroom for live streaming. He asked the public to come to the budget meetings and to be engaged.

A. Governing Body (Mayor Jeff Reese)

1. Approval of Minutes:

- a. Meeting Minutes of November 26, 2019.

Councilman Michael Young made the motion to approve the minutes of November 26, 2019.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Michael Young, Councilman
SECONDER: Danny Carter, Councilman
AYES: Young, Carter, Marchman, Momtahan

B. Community Development (Bobby Elliott, Director)

1. CU-03-19: Conditional Use Permit Application for 101 Three West Parkway, Suite E (Ronald Johnson, Planning and Zoning Specialist)

Public Hearing: No one came forward to speak.

Councilman Matthew Momtahan made the motion to approve the conditional use permit application for a church with the aforementioned conditions at 101 Three West Parkway, Suite E, for ASAW Community Church including the conditions with the removal of the condition of no activities for the house of worship use shall be conducted on Saturdays.

RESULT: **ADOPTED (UNANIMOUS)**

MOVER: Matthew Momtahan, Councilman
SECONDER: Danny Carter, Councilman
AYES: Momtahan, Carter, Marchman, Young

2. Historic Preservation Commission Appointment - Sarah Pitts (Ronald Johnson, Planning and Zoning Specialist)

Councilman Danny Carter made the motion to approve the appointment of Sarah Pitts to the Historic Preservation Commission Board for the term of January 1, 2020 – December 31, 2020.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Danny Carter, Councilman
SECONDER: Matthew Momtahan, Councilman
AYES: Carter, Momtahan, Marchman, Young

3. Historic Preservation Commission Appointment – David Rogers (Ronald Johnson, Planning and Zoning Specialist)

Councilman Matthew Momtahan made the motion to approve the appointment of David Rogers to the Historic Preservation Commission Board for the term of January 1, 2020 – December 31, 2020.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Matthew Momtahan, Councilman
SECONDER: Danny Carter, Councilman
AYES: Momtahan, Carter, Marchman, Young

4. Planning and Zoning Commission Appointment – Willie Marchman (Ronald Johnson, Planning and Zoning Specialist)

Councilman Danny Carter made the motion to approve the appointment of Willie Marchman to the Planning and Zoning Commission for the term of January 1, 2020 – December 31, 2022.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Danny Carter, Councilman
SECONDER: Matthew Momtahan, Councilman
AYES: Carter, Momtahan, Marchman, Young

5. New Villa Rica Zoning Ordinance – for Discussion Purposes (Chris Montesinos, Deputy Director of Community Development)

Discussion only. The Council took no action.

6. Discussion of Setting Policy for Appointments of Planning and Zoning Commission

Councilman Danny Carter proposal is for each ward representative shall appoint a person and their terms coincide with the Council member making the appointment. This would stagger the terms of the Planning and Zoning Commission which we tried to do in the past but somehow it did not happen. Councilman Matthew Momtahan added that prior to his appoint of David Rogers he inquired about the process from staff and was given a copy of the February 2017 Minutes in which this was outlined essentially like Mr. Carter has laid it out. He would like for staff to make a presentation on this at the next meeting. Mayor Reese asked Ron Johnson to be the point person. No action was taken by the Council.

C. Human Resources (Stephanie Rooks, Manager)

1. Biometric Screenings

Councilman Danny Carter made the motion to allow the City Manager to sign the Service Agreement with Health180 for the 2020 Biometric Screening, for an amount not to exceed \$16,500.00

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Danny Carter, Councilman
SECONDER: Matthew Momtahan, Councilman
AYES: Carter, Momtahan, Marchman, Young

2. Performance Management

Councilman Matthew Momtahan made the motion to allow the City Manager to sign the Purchase Agreement with NeoGov for the Electronic Performance Management System in an amount not to exceed \$11,595.00.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Matthew Momtahan, Councilman
SECONDER: Danny Carter, Councilman
AYES: Momtahan, Carter, Marchman, Young

3. Learning Management System

Councilman Danny Carter made the motion to allow the City Manager to sign the Purchase Agreement with NeoGov for the Learning Management System in an amount not to exceed \$13,288.00.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Danny Carter, Councilman
SECONDER: Matthew Momtahan, Councilman
AYES: Carter, Momtahan, Marchman, Young

D. Economic Development (Janet Chumley, Manager)

1. 2019 Downtown Development Authority Appointments

Councilman Danny Carter made the motion to approve the DDA Board recommendation to re-appoint Bill Taylor to serve another 4-year term (11/25/2019 – 11/25/2023), and to appoint Ellen Wynn McBrayer to replace Michael Young's resigned position (01/27/2020 – 05/31/2022).

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Danny Carter, Councilman
SECONDER: Matthew Momtahan, Councilman
AYES: Carter, Momtahan, Marchman, Young

E. Utilities (Pete Zorbanos, Director)

1. Bivins Road Lift Station Pump Replacement (Dean Zeigler, WPCP Manager)

Councilman Michael Young made the motion to approve the emergency purchase of a replacement pump at the Bivins Rd Pump Station from Goforth Williamson, Inc. for the amount of \$13,410.00.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Michael Young, Councilman
SECONDER: Matthew Momtahan, Councilman
AYES: Young, Momtahan, Marchman, Carter

2. Ashbury Lift Station Pump Replacement (Dean Zeigler, WPCP Manager)
Councilman Danny Carter made the motion to approve the emergency purchase of a replacement pump at the Ashbury Lift Station from Goforth Williamson, Inc. for the amount of \$13,500.00.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Danny Carter, Councilman
SECONDER: Matthew Momtahan, Councilman
AYES: Carter, Momtahan, Marchman, Young

F. Information Technology (Jim Chambers, Manager)

1. Barracuda Essentials
Councilman Michael Young made the motion to purchase Barracuda Essentials through C-Pak in an amount not to exceed \$9,168.00.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Michael Young, Councilman
SECONDER: Danny Carter, Councilman
AYES: Young, Carter, Marchman, Momtahan

G. Finance (Sarah Hefty, CFO)

1. 2019 Budget Amendments
Councilman Danny Carter made the motion to adopt the ordinance to approve an amendment to the budget for the fiscal year 2019 for the City pursuant to Section 2-71 of the City Charter.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Danny Carter, Councilman
SECONDER: Matthew Momtahan, Councilman
AYES: Carter, Momtahan, Marchman, Young

2. 2020 Budget Amendments
Councilman Michael Young made the motion to adopt the ordinance to approve an amendment to the budget for the fiscal year 2020 for the City pursuant to Section 2-71 of the City Charter.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Michael Young, Councilman
SECONDER: Danny Carter, Councilman
AYES: Young, Carter, Marchman, Momtahan

3. Increase Pay for Assistant City Clerk Position
Councilman Michael Young made the motion to increase the paygrade for the Assistant City Clerk to 108.

RESULT: **ADOPTED (UNANIMOUS)**
MOVER: Michael Young, Councilman
SECONDER: Danny Carter, Councilman
AYES: Young, Carter, Marchman, Momtahan

H. City Manager Report (Tom Barber)

1. Schedule of Council Meetings 2020

Councilman Michael Young made the motion to move the 1/14/2020 meeting to 1/7/2020, cancel the 1/14/2020 meeting, leave the 1/28/2020 scheduled meeting, and table the rest of the meetings until the 1/7/2020 meeting. Councilman Danny Carter seconded the motion.

Because the 1/7/2020 meeting was in conflict with the Planning and Zoning Commission Meeting already scheduled for that date, Councilman Michael Young amended his motion to move the 1/14/2020 meeting to Thursday, 1/9/2020, cancel the 1/14/2020, leave the 1/28/2020 on the schedule, and table the rest of the meetings to 1/9/2020.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Michael Young, Councilman
SECONDER:	Danny Carter, Councilman
AYES:	Young, Carter, Marchman, Momtahan

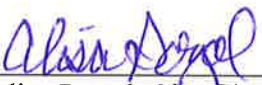
2. Agreement with TRC for Right-of-Way Acquisition Services

Councilman Danny Carter made the motion to authorize the City Manager to execute an agreement with TRC Companies, Inc. at the rate of \$95 per hour.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Danny Carter, Councilman
SECONDER:	Matthew Momtahan, Councilman
AYES:	Carter, Momtahan, Marchman, Young

Adjournment

Councilman Danny Carter made the motion to adjourn the meeting, seconded by Councilwoman Shirley Marchman. The vote was unanimous and the meeting adjourned.


Alisa Doyal, City Clerk


Jeff Reese, Mayor