

CITY COUNCIL
GIL MCDOUGAL, MAYOR
MATTHEW MOMTAHAN, MAYOR PRO TEM
SHIRLEY MARCHMAN
DANNY CARTER
LESLIE MCPHERSON
ANNA MCCOY

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 MEETING MINUTES

Holt-Bishop Justice Center, 101 Main Street
Tuesday, August 9, 2022 | 6:00 pm

Meeting Call to Order (Mayor Gil McDougal)

Mayor Gil McDougal called the meeting to order at 6 pm.

Present: Mayor Gil McDougal, Mayor Pro Tem Matthew Momtahan, Councilwoman Leslie McPherson, and Councilman Danny Carter. Councilwoman Shirley Marchman and Councilwoman Anna McCoy were absent.

Invocation: Pastor Tyler Brown, Westhills Church

Pledge of Allegiance: Officer Anthony Allen, Villa Rica Police Department

Ceremonial Presentations:

- House Resolution Honoring Michael Valentine – J. Collins, GA House Representative District 71

Adoption of Agenda (Mayor Gil McDougal)

Councilman Danny Carter moved to adopt the agenda.

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

Public Comment (We ask that you sign in for Public Comment before the meeting begins. Please state your Name and Address for the record and limit your comments to three minutes.)

Chief Michael Mansour – Reminder of the Police Citizens Academy that begins on August 18.

Council Updates (Subjects of General Interest and Concern)

Councilwoman Leslie McPherson complimented the Police Citizens Academy that is an educational experience, fun and you will gain an understating of what the police officers deal with. Councilman Danny Carter and Councilman Matthew Momtahan also recommended the Police Citizens Academy to the public from their personal experiences.

A. Consent Agenda (Mayor Gil McDougal)

Mayor Gil McDougal presented the Consent Agenda for approval.

- Insurance Renewal Agreements for Partially Self-Funded Medical Insurance
- Medical Premiums for Plan Year to be Effective October 1, 2022

3. Approval of Temporary Signage for 17th Annual Villa Rica Frontiers Rodeo
4. Resolution Regarding Intergovernmental Agreement for Local Option Sales Tax Distribution in Carroll County
5. Contract for Billboard at Butterballs Property
6. Grant and Acceptance of Access and Utility Easements for Watermist Phase III
7. Gold Dust Recreation Gymnasium Insulation
8. Downtown Development Authority Reappointment of Ellen Wynn McBrayer
9. Recreation Advisory Commission Appointment of Michael Young
10. Library Advisory Board Appointment of Julie Dobbs
11. Library Advisory Board Appointment of Claudia Best
12. Library Advisory Board Appointment of Stephanie Baldi
13. Three Rivers Agreement Renewal
14. In-Car Laptop Computers
15. Flowers Bakery Culvert Replacement – Bid Recommendation
16. Purchase of Portable Bypass Pump
17. Lift Station Supervisory Control and Data Acquisition (SCADA Upgrade)
18. Parkson Drum Screen Improvements
19. Adopt a Resolution Authorizing Participation in Georgia Fund 1 Investment Pool
20. Approval of Work Order 17003.19a with Brennan Jones to Design the Relocation of the Shoreline Lift Station
21. Resolution of Support – Georgia Outdoor Stewardship Program (GOSP) Application and Match Commitment
22. Approve Utility Relocation Agreement with GDOT for North Bypass
23. FY22 Budget Amendments - #299 - #304

Councilman Danny Carter moved to adopt the Consent Agenda.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Danny Carter, Councilman
SECONDER:	Leslie McPherson, Councilwoman
AYES:	McPherson, Momtahan, Carter

B. Governing Body (Mayor Gil McDougal)

1. Approval of Minutes

a. Council Meeting Minutes of May 24, 2022

Councilman Matthew Momtahan moved to table the Meeting Minutes of May 24, 2022, to the September meeting.

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

b. Council Meeting Minutes of July 12, 2022

Councilman Danny Carter moved to approve the Meeting Minutes of July 12, 2022

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

AYES:

Carter, Momtahan, McPherson

2. Resolution Regarding Intergovernmental Agreement for Special Purpose Local Option Sales Tax Distribution – Douglas County (C. David Mecklin, City Attorney)

Motion: Councilman Danny Carter moved to approve the resolution regarding the Intergovernmental Agreement for Special Purpose Local Option Sales Tax distribution as attached to this cover sheet and authorize the Mayor and City Clerk to execute the same, and to direct the city staff to continue to negotiate with Douglas County and the municipalities of Douglas County to reach an agreement satisfactory to the City of Villa Rica concerning the distribution of Special Purpose Local Option Sales Tax.

RESULT:

ADOPTED (UNANIMOUS)

MOVER:

Danny Carter, Councilman

SECONDER:

Leslie McPherson, Councilwoman

AYES:

Carter, McPherson, Momtahan

3. Police Grant Reimbursement (Chief Michael Mansour)

To obtain enhanced training equipment through a formal grant request with the Georgia Criminal Justice Coordinating Council.

Motion: Councilman Danny Carter moved to support the police department's proposed grant purchases and provide initial funding not to exceed \$47,021.60.

RESULT:

ADOPTED (UNANIMOUS)

MOVER:

Danny Carter, Councilman

SECONDER:

Leslie McPherson, Councilwoman

AYES:

Carter, McPherson, Momtahan

C. Community Development (Tracy Jarvis, Director)

1. VA-08-22 – Ridge Cole – Villa Trace Apartments – Stream Buffer Variance and Public Hearing (Ronald Johnson, Planning and Zoning Specialist)

The applicant requested a variance request for an encroachment of 608 square feet into the 75' stream buffer to construct a retaining wall.

Public Hearing: Bill Awalt, 301 Villa Trace

Motion: Councilman Matthew Momtahan moved to approve the variance request by Ridge Cole of Villa Rica, GA to encroach into the city's 75' stream buffer by 608 square feet.

RESULT:

ADOPTED (UNANIMOUS)

MOVER:

Matthew Momtahan, Councilman

SECONDER:

Danny Carter, Councilman

AYES:

Momtahan, Carter, McPherson

2. VA-10-22 – Benchmark United, Inc. of Douglasville, GA has requested three variances from Section 7 (Development Standards) at 108 Boggs Road and Public Hearing (Ronald Johnson, Planning and Zoning Specialist)

The applicant requested three variances from Section 7 (Development Standards) at 108 Boggs Road.

Public Hearing: No one came forward to speak.

Motion #1: Councilman Danny Carter moved to approve the variance request from Benchmark United, Inc. of Douglasville, GA from Section 7.03(c) of the Villa Rica Zoning Ordinance, to provide 100% of required parking in front of the primary structure.

RESULT:	ADOPTED (UNAMIOUS)
MOVER:	Danny Carter, Councilman
SECONDER:	Leslie McPherson, Councilwoman
AYES:	Carter, McPherson, Momtahan

Motion #2: Councilman Danny Carter moved to approve the variance request from Benchmark United, Inc. of Douglasville, GA from Table 7.5 of the Villa Rica Zoning Ordinance, to provide a 10' drive entrance length.

RESULT:	ADOPTED (UNAMIOUS)
MOVER:	Danny Carter, Councilman
SECONDER:	Leslie McPherson, Councilwoman
AYES:	Carter, McPherson, Momtahan

Motion #3: Councilman Matthew Momtahan moved to approve the variance request from Benchmark United, Inc. of Douglasville, GA from Section 7.02(5) of the Villa Rica Zoning Ordinance, to provide a gravel parking surface.

RESULT:	ADOPTED (UNAMIOUS)
MOVER:	Matthew Momtahan, Councilman
SECONDER:	Danny Carter, Councilman
AYES:	Momtahan, Carter, McPherson

3. VA-11-22 – Buildmore Enterprise Services, LLC – 818 White Street – Front and Rear Yard Setback Variance Request and Public Hearing (Ronald Johnson, Planning and Zoning Specialist)

The applicant requested a variance from front yard and rear yard setbacks.

Public Hearing: No one came forward to speak.

Motion #1: Councilman Danny Carter moved to approve the variance request by Buildmore Enterprise Services, LLC of Villa Rica, GA to provide a 31' front yard setback.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Danny Carter, Councilman
SECONDER:	Leslie McPherson, Councilwoman
AYES:	Carter, McPherson, Momtahan

Motion #2: Councilwoman Leslie McPherson moved to approve the variance request by Buildmore Enterprise Services, LLC of Villa Rica, GA to provide a 12.75' rear yard setback.

RESULT: ADOPTED (UNAMIOUS)
MOVER: Leslie McPherson, Councilwoman
SECONDER: Danny Carter, Councilman
AYES: McPherson, Carter, Momtahan

4. Amendment to Section 8.20 – Manufactured Homes (Contained in the City of Villa Rica Zoning Code) and Public Hearing (Ronald Johnson, Planning and Zoning Specialist)
To remove vinyl siding as a permitted exterior material for all manufactured homes.

Public Hearing: No one came forward to speak.

Motion: Councilman Danny Carter moved to approve the proposed amendment to Section 8.20 of the City of Villa Rica Zoning Ordinance as attached hereto.

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

5. Amendment to Section 9.01 – Residential Design Standards (Contained in the City of Villa Rica Zoning Code) and Public Hearing (Ronald Johnson, Planning and Zoning Specialist)
To remove vinyl siding as a permitted exterior material.

Public Hearing: No one came forward to speak.

Motion: Councilman Danny Carter moved to approve the proposed amendment to Section 9.01 of the City of Villa Rica Zoning Ordinance as attached hereto.

RESULT: ADOPTED (UNANIMOUS)
MOVER: Danny Carter, Councilman
SECONDER: Leslie McPherson, Councilwoman
AYES: Carter, McPherson, Momtahan

6. Amendment to Section 9.02 – PUD Design Standards (Contained in the City of Villa Rica Zoning Code) and Public Hearing (Ronald Johnson, Planning and Zoning Specialist)
To remove vinyl siding as a permitted exterior material.

Public Hearing: No one came forward to speak.

Motion: Councilman Danny Carter moved to approve the proposed amendment to Section 9.02 of the City of Villa Rica Zoning Ordinance as attached hereto.

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

7. Amendment to Section 9.03(c) – Multifamily and Single-Family Attached Design Standards (Contained in the City of Villa Rica Zoning Code) and Public Hearing (Ronald Johnson, Planning and Zoning Specialist)

To revise and clarify building distance requirements from other buildings on the same site.

Public Hearing: No one came forward to speak.

Motion: Councilwoman Leslie McPherson moved to approve the proposed amendment to Section 9.03(a) of the City of Villa Rica Zoning Ordinance as attached hereto.

RESULT:	ADOPTED (UNAMIOUS)
MOVER:	Leslie McPherson, Councilwoman
SECONDER:	Danny Carter, Councilman
AYES:	McPherson, Carter, Momtahan

8. Amendment to Section 4.04 and Table 4.4 – Residential Lot Standards (Contained in the City of Villa Rica Zoning Code) and Public Hearing (Ronald Johnson, Planning and Zoning Specialist)

To decrease the minimum unit width for a townhouse unit from 26' to 24'.

Public Hearing: No one came forward to speak.

Motion: Councilman Danny Carter moved to approve the proposed amendment to Section 4.04 and Table 4.4 of the City of Villa Rica Zoning Ordinance as attached hereto.

RESULT:	ADOPTED (UNAMIOUS)
MOVER:	Danny Carter, Councilman
SECONDER:	Leslie McPherson, Councilwoman
AYES:	Carter, McPherson, Momtahan

D. Police (Michael Mansour, Chief)

1. Exterior Ballistic Vest Carriers

To equip the police officers with exterior ballistic vest carriers.

Motion: Councilman Danny Carter moved to allow the police department to purchase Armor Express overt carriers, panels, and trauma plates from Armor Express at a value not to exceed \$34,345.90.

RESULT:	ADOPTED (UNAMIOUS)
MOVER:	Danny Carter, Councilman
SECONDER:	Matthew Momtahan, Councilman
AYES:	Carter, Momtahan, McPherson

2. Equipment Pouches for VRPD Officers

To equip the police officers with equipment pouches to be placed on exterior ballistic vest carriers.

Motion: Councilman Danny Carter moved to allow the police department to purchase patrol equipment pouches from T&T Uniforms at a value not to exceed \$5,000.

RESULT:	ADOPTED (UNAMIOUS)
MOVER:	Danny Carter, Councilman
SECONDER:	Matthew Momtahan, Councilman

AYES:

Carter, Momtahan, McPherson

E. Finance (Jennifer Hallman, Finance Director)

1. Financial Update – June 2022

Finance Director Jennifer Hallman gave a presentation of the June Financial Report.

F. City Manager's Report (Tom Barber)

City Manager gave a report of city events and projects.

G. Executive Session (C. David Mecklin, City Attorney)

City Attorney David Mecklin reported that the Council needed to go into Executive Session to discuss the following:

1. Meeting to discuss or deliberate upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee as provided in Georgia Code section 50-14-3(b)(2).

Motion: Councilman Danny Carter moved to go into Executive Session for the purposes stated by the City Attorney.

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

The Council returned from Executive Session at 8:37 pm.

Motion: Councilman Danny Carter moved to return to regular session.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Danny Carter, Councilman
SECONDER:	Leslie McPherson, Councilwoman
AYES:	Carter, McPherson, Momtahan

Executive Session Action (C. David Mecklin, City Attorney)

The motion on the floor is for John Bain to be appointed as the Director of the Utilities Department.

Motion: Councilman Danny Carter moved to appoint John Bain as the Director of the Utilities Department.

RESULT:	ADOPTED (UNANIMOUS)
MOVER:	Danny Carter, Councilman
SECONDER:	Leslie McPherson, Councilwoman
AYES:	Carter, McPherson, Momtahan

Adjournment: Councilman Danny Carter moved to adjourn; the motion was seconded by Councilman Matthew Momtahan. The vote was unanimous. Mayor Gil McDougal adjourned the meeting.


City Clerk Alisa Doyal
Mayor Gil McDougal