

MINUTES
REGULAR MEETING OF THE VALDOSTA CITY COUNCIL
5:30 P.M., THURSDAY, MAY 11, 2017
COUNCIL CHAMBERS, CITY HALL

OPENING CEREMONIES

Mayor Pro Tem Alvin Payton, Jr. called the regular meeting of the Valdosta City Council to order at 5:30 p.m. Council members present were: Joseph "Sonny" Vickers, Tim Carroll, Ben Norton, Sandra Tooley, Robert Yost, and Vivian Miller-Cody. Mayor John Gayle and City Manager Larry Hanson were absent. The invocation was given by Stephen Johnson, Freedom Outpost, followed by the Pledge of Allegiance to the American Flag.

AWARDS AND PRESENTATIONS

SPECIAL RECOGNITION OF 2016-2017 VALDOSTA YOUTH COUNCIL MEMBERS

Mayor Pro Tem Alvin Payton, Jr. stated that under the direction of Mayor John Gayle and his appointed Advisory Board, the 16-member Valdosta Youth Council (VYC) successfully completed their second program year, 2016-2017, with a variety of accomplishments. The VYC was created for youth to build leadership skills and learn about civic responsibility, to gain a better understanding of municipal government, and to prepare youth for a lifetime of public and community service. Throughout the 2016-2017 program year, VYC members embraced their mission and accomplished the following: (1) Gained an understanding and appreciation of municipal government by meeting monthly with a variety of City leaders including the City Manager, Assistant City Manager, Fire Chief, Police Chief, Gang Unit Detective, Crime Lab Director, K-9 Handler, Municipal Court Judge, Main Street, and others. (2) Participated in the City of Valdosta's first Dumpster Art Project that transformed five City trash dumpsters in the Downtown area into pieces of public art. (3) Partnered with the Lowndes Youth Leadership League for a trip to the State Capitol in Atlanta where the youth learned about State government and interacted with State leadership. (4) Hosted a Leadership Development Training in January, 2017 where VYC members identified leadership traits in themselves as well as in others. (5) Coordinated the 2017 "If I Were Mayor" Essay Contest. (6) Collectively completed more than 112 hours of community service (a minimum of 8 hours each). (7) Participated in the Valdosta Christmas Tree Lighting, the Azalea Festival, Electronic Recycling event, and other City-sponsored events. (8) Produced one Teen Talk show on Metro 17 with the assistance of Metro 17's Marcus McConico to discuss issues being addressed each month at VYC meetings and ran 16 VYC stories during the year on City Focus. (9) Continued a growing presence on the VYC Facebook page for local youth to follow the work of the VYC, to be informed on youth issues, and to discover ways to be engaged in their local government. (10) Completed four organized cleanups of their adopted .6 mile portion of North Lee Street resulting in 24, thirty-gallon bags of trash removed from this City street. (11) Culminated their anti-bullying campaign by partnering with John Maxwell Certified Speaker Lynne Brown to host the Valdosta Youth Leadership Explosion event on April 27, 2017 at the Valdosta City Hall Annex during Georgia Cities Week, in which nearly 80 youth representing six local City and County schools were united in their stand against bullying. (12) Documented their first and second VYC years' activities in a hard-bound scrapbook that will be passed on each year to the succeeding council. The members of the 2016-2017 VYC are: Amelia Barnett, Jaida Brown, Drew Correll (President), Will Gerber, Rachael Goss, Matthew Hall (Secretary), Jalith Harding, Dalemtrius Huff, Kaightlyn Jowers, Erin Kelly (Vice President), Abbi Long, Sean Manning (Historian), Clancy Claire Perry (Parliamentarian), Zandayja Rollins, and Toni Salami. The appointed members of the VYC Advisory Board are: Valdosta City Councilman Alvin Payton, Jr., City Clerk Teresa Bolden, Valdosta Middle School Educator Lynn Orenstein, J. L. Newbern Middle School Vice Principle James White, St. John Catholic School Principal John Davis, Media Coordinator Marcus McConico, and Public Information Officer Sementa Mathews. Drew Correll, President of the VYC, presented City Clerk Teresa Bolden with some flowers for her dedication and hard work with the VYC during the past two years.

EMPLOYEE OF THE MONTH AWARD

Consideration of the May, 2017 Employee of the Month Award (Robert Hamilton, Harry Bowdren, and C. W. Shaw, Public Works Department).

Richard Hardy, Public Works Director, stated that Robert Hamilton began his employment with the Public Works Department in November, 2011 and currently holds the position of Crew Leader. Robert is responsible for

supervising and participating in the work of an assigned crew engaged in grounds maintenance and refuse collection duties. Harry Bowdren began his employment with the Public Works Department in January, 2015 and currently holds the position of Crew Leader. Harry is responsible for supervising and participating in the work of an assigned crew engaged in grounds maintenance and refuse collection duties. C. W. Shaw began his employment with the Public Works Department in May, 2016 and currently holds the position of Maintenance Worker. C. W. is responsible for the collection of refuse, recyclables, yard waste, and other materials along a predetermined route. In mid-March, while working the sanitation route on Azalea Drive, they heard a cry for help. The crew stopped working and followed the voice which led them to a 93 year old man who had fallen and was lying on the ground with an injury to his head. They immediately called 911, and C.W. took off his shirt and used it to apply pressure to the wound to stop the bleeding. Harry talked to the gentleman ensuring his consciousness and stayed with him until the ambulance arrived. The citizen was admitted to South Georgia Medical Center (SGMC) and remained there for several days. His family reached out to City Staff to find these great employees so they could personally be thanked. The Public Works Staff start their days early, often in the dark, and work with various types of equipment that can muffle the sound around them. It is truly miraculous that they were able to hear the citizen's cry for help and follow their intuition of helping the citizen. For these reasons and many others, the Employee Relations Committee nominated Robert Hamilton, Harry Bowdren, and C. W. Shaw as Employees of the Month.

APPROVAL OF MINUTES

The minutes of the April 20, 2017 Regular Meeting were approved by unanimous consent (6-0) of the Council.

PUBLIC HEARINGS

ORDINANCE NO. 2017-7, AN ORDINANCE FOR A CONDITIONAL USE PERMIT (CUP) TO ESTABLISH A FAMILY PERSONAL CARE HOME FACILITY IN A SINGLE-FAMILY RESIDENTIAL (R-6) ZONING DISTRICT

Consideration of an Ordinance for a Conditional Use Permit (CUP) to establish a Family Personal Care Home Facility in a Single-Family Residential (R-6) Zoning District as requested by Eleanor McBurrough (File No. CU-2017-02). The property is located at 208 Hollywood Street. The Greater Lowndes Planning Commission reviewed this request at their April Regular Meeting and recommended approval with four conditions (8-0 Vote).

Matt Martin, Planning & Zoning Administrator, stated that Eleanor McBurrough is requesting a Conditional Use Permit (CUP) to establish a Family Personal Care Home Facility in a Single-Family Residential (R-6) Zoning District. The property consists of 0.30 acres located at 208 Hollywood Street which is along the west side of the street, approximately half way between Cypress Street and Eastview Drive. The property contains a vacant single-family residence (2,438 square feet). The applicant is proposing to re-occupy the existing dwelling as a Personal Care Home with six children as part of the State's Child Caring Institution (CCI) Program. The State of Georgia defines these as a child-welfare facility with full-time room, board, and watchful oversight for over six or more children ages 6-18. The minimum number of residents the State allows to be considered for this program is six children. This is already a fairly large house with multiple bedrooms. The applicant is not proposing any building expansions or changes to the site. The property is located within a Transitional Neighborhood (TN) Character Area on the Future Development Map of the Comprehensive Plan. The property is also located within the City's Cypress Neighborhood in the Neighborhood Revitalization Area (NRA). This area along Hollywood Street is a small pocketed neighborhood that is completely surrounded by both commercial and industrial uses. Long-term, it is currently planned to eventually transition into a non-residential area by virtue of its neighborhood Revitalization Plan (Cypress Street neighborhood) and to some degree by the Transitional Neighborhood Character Area of the Comprehensive Plan; however, in the meantime, it is still a single-family residential neighborhood and the property is located near its center with existing residential uses bordering on all sides. The existing large home is already conducive as a Personal Care Home to accommodate six people and this is the largest size facility that can be considered under R-6 Zoning. Given the characteristics of the neighborhood and existing dwelling, Staff is supportive of the request with proper conditions. Staff found the request consistent with the Comprehensive Plan and the Conditional Use Review Criteria, and recommended approval with the following conditions: (1) Approval shall be granted for a Personal Care Home in a R-6 Zoning as a State-licensed "Child Caring Institution (CCI)" not

to exceed six children. (2) There shall be no more than two resident on-site staff persons, and no more than three vehicles parked on the subject property at any one time. All parking shall be on the subject property on paved surfaces as approved by the City Engineer. There shall be no on-street parking. (3) The property shall maintain its single-family residential character, have no outdoor signage, and shall be kept clean and mowed at all times. (4) Conditional Use approval shall expire after two years from the date of approval if no Business License application has been submitted by that time. The Planning Commission reviewed this at their April 24, 2017 meeting, found it consistent with the Comprehensive Plan and the Conditional Use Review Criteria, and recommended approval with the following conditions (8-0 vote): (1) Approval shall be granted for a Personal Care Home in a R-6 Zoning as a State-licensed "Child Caring Institution (CCI)" not to exceed six children. (2) There shall be no more than two resident on-site staff persons, and no more than three vehicles parked on the subject property at any one time. All parking shall be on the subject property on paved surfaces as approved by the City Engineer. There shall be no on-street parking by staff, employees, or residents of the facility. (3) The property shall maintain its single-family residential character, have no outdoor signage, and shall be kept clean and mowed at all times. (4) Conditional Use approval shall expire after two years from the date of approval if no Business License application has been submitted by that time.

David Robinson, 602 East Martin Luther King, Jr. Drive, spoke in favor of the request. Mr. Robinson stated that he was aware of the services that will be provided and the need for those services. He asked Council's consideration in going along with the Planning Commission's recommendation and approve the property for the use that is intended.

No one spoke in opposition to the request.

A MOTION by Councilwoman Miller-Cody, seconded by Councilman Yost, was unanimously adopted (6-0) to enact Ordinance No. 2017-7, an Ordinance for a Conditional Use Permit (CUP) to establish a Family Personal Care Home Facility in a Single-Family Residential (R-6) Zoning District, as requested by Eleanor McBurrough, the complete text of which will be found in Ordinance Book XIII.

ORDINANCE NO. 2017-8, AN ORDINANCE FOR A CONDITIONAL USE PERMIT (CUP) TO ALLOW A MERCHANDISE OUTDOOR DISPLAY AREA IN THE INNER PERIMETER ROAD (IPR) CORRIDOR OVERLAY DISTRICT

Consideration of an Ordinance for a Conditional Use Permit (CUP) to allow a merchandise Outdoor Display area in the Inner Perimeter Road (IPR) Corridor Overlay District as requested by Flint Equipment Company (File No. CU-2017-03). The property is located at 5763 Hunt Street. The Greater Lowndes Planning Commission reviewed this request at their April Regular Meeting and recommended approval with four conditions (8-0 Vote).

Matt Martin, Planning & Zoning Administrator, stated that the Flint Equipment Company is requesting a Conditional Use Permit to allow a merchandise Outdoor Display area in the Inner Perimeter Road (IPR) Corridor Overlay District. The property consists of 2 parcels totaling 7.50 acres located at 5763 Hunt Road which is at the northeast corner of Hunt Road and Inner Perimeter Road. The property is currently zoned M-1 and contains an existing building (6,000 square feet) that was previously used by a trucking company. The applicant is proposing to purchase the property and utilize it for a John Deere heavy equipment sales and service facility, which includes outdoor static displays of new equipment along Inner Perimeter Road and Hunt Road as well as customer equipment outdoor staging area to the north of the existing building. The IPR Corridor Overlay District requires CUP approval for any outdoor sales and display area. The property is located within an Industrial Activity Center (IAC) Character Area on the Future Development Map of the Comprehensive Plan. The property is also located within the City's Inner Perimeter Road Corridor Overlay District. The property is currently occupied by a trucking company that has been using this unpaved area as overflow parking for trucks and trailers, and this activity has been grandfathered-in since before the Land Development Regulations (LDR) took effect in 2009. The applicant is now proposing to clean up this outdoor area and use a portion of it as a grassed display area for heavy equipment in the front area of the property, as well as have a gravel staging area in the interior side portion of the property for customer's equipment. The applicant is not proposing any changes to the existing building or existing paved maneuvering areas of the site. This area along Inner Perimeter Road (IPR) is clearly dominated by industrial

zoning that is mostly developed with various industrial uses. Some of these uses already utilize outdoor storage and display areas which are grandfathered-in under current regulations; however, some of these existing uses would be considered an eyesore along Inner Perimeter Road which is a highly-visible major arterial roadway. The CUP requirement for outdoor display in the IPR Corridor Overlay District is intended to help minimize the proliferation of such eyesores even in areas where these already exist. In this case, the applicant is proposing to clean up and improve an existing unattractive outdoor area. Staff is supportive of this request with appropriate conditions of approval. The applicant is proposing two separate display areas in the front portions of the property as follows: (1) facing Inner Perimeter Road (50' x 175' = 8,750 square feet), (2) facing Hunt Road (50' x 130' = 6,500 square feet). The applicant is also proposing a customer equipment outdoor staging area to the north of the existing building (50' x 175' = 8,750 square feet). In regular commercially-zoned areas, the City's supplemental standards allow no more than 50% of a front yard area to be used for outdoor display. In industrial areas, it can be argued that perhaps this area can be larger, but there should still be reasonable limits. In this case, for approval purposes, Staff is proposing to simplify the mathematics of the display area dimensions to a maximum total area that is slightly larger than the applicant's proposal, but also places an upward limit on the linear footage along the IPR road frontage. This should grant the applicant a little more flexibility in their display layout as well as make it easier for Staff to administer. Staff found the request consistent with the Comprehensive Plan and the Conditional Use Review Criteria, and recommended approval with the following conditions: (1) Approval shall be granted for merchandise Outdoor Display Areas in the Inner Perimeter Road Corridor Overlay District in the name of the applicant only. (2) The display areas in the front portions of the property facing either Hunt Road or Inner Perimeter Road shall be limited to a cumulative maximum total area of 20,000 square feet, and shall not cumulatively exceed 250 linear feet along Inner Perimeter Road. Such areas shall be setback at least 20' from all right-of-way lines, shall be either paved or grassed, and shall be maintained in a clean and orderly appearance. (3) The customer equipment outdoor "staging area" shall be limited to a cumulative maximum total of 10,000 square feet, and shall be located to the north of the existing building and setback at least 200 feet from Inner Perimeter Road. (4) Conditional Use approval shall expire after three years from the date of approval if the display areas and staging areas are not reflected in completed site improvements and actively being used before that time. The Planning Commission reviewed this at their April 24, 2017 meeting, found it consistent with the Comprehensive Plan and the Conditional Use Review Criteria, and recommended approval subject to the same four conditions as recommended by Staff (7-0-1 vote).

Brad Folsom, 2611 North Patterson Street, spoke in favor of the request. Mr. Folsom stated that he represents the applicant and they had a matter that came up earlier this afternoon and were unable to attend the Council Meeting. They are planning to significantly enhance the property. Mr. Folsom asked Council's consideration in approving the request.

No one spoke in opposition to the request.

A MOTION by Councilwoman Miller-Cody, seconded by Councilman Norton, was unanimously adopted (6-0) to enact Ordinance No. 2017-8, an Ordinance for a Conditional Use Permit (CUP) to allow a merchandise Outdoor Display area in the Inner Perimeter Road (IPR) Corridor Overlay District as requested by Flint Equipment Company (CUP), the complete text of which will be found in Ordinance Book XIII.

ORDINANCE NO. 2017-9, AN ORDINANCE AMENDING THE LAND DEVELOPMENT REGULATIONS

Consideration of an Ordinance to rezone 0.36 acres from Office-Professional (O-P) Zoning to Highway-Commercial (C-H) Zoning as requested by Sapelo Sound Investments, LLC (File No. VA-2017-07). The property is located at 3169 Inner Perimeter Road. The Greater Lowndes Planning Commission reviewed this request at their April Regular Meeting and recommended approval (7-0-1 Vote).

Matt Martin, Planning & Zoning Administrator, stated that Sapelo Sound Investments, LLC, represented by Bubba Highsmith, is requesting to rezone 0.36 acres from Office-Professional (O-P) Zoning to Highway-Commercial (C-H) Zoning. The property is located at 3169 Inner Perimeter Road which is along the north side of the road approximately 200' west of the intersection with Greystone Way. The property contains an existing building (2,400 square feet) that is currently occupied by CuraCare home healthcare services. The applicant is

proposing to continue utilizing the property for a professional office. Both of these uses are permitted in O-P Zoning; however, the applicant's purpose in requesting C-H Zoning is so that the smaller freestanding sign can be enlarged and converted to include a digital variable message board. Such signs are only allowed in either C-C or C-H Zoning, and the applicant is requesting C-H Zoning to be consistent with all the surrounding properties. The property is located within a Community Activity Center (CAC) Character Area on the Future Development Map of the Comprehensive Plan which allows the possibility of C-C Zoning. The property is also located within the Urban Commercial Corridor Overlay District (UCCOD). The property was annexed and rezoned into the City of Valdosta approximately 25 years ago. At the time, despite the commercial development trend along the roadway, the property was given O-P Zoning because the proposed use was an office and there was an existing mobile home park behind the property which is now Summit Pointe. The property has remained under professional office type usage ever since. This segment of Inner Perimeter Road is now fully-developed with both commercial and office type uses along this principal arterial roadway. All of the immediately surrounding properties are already zoned C-H, and the only other Zoning category along this segment of the roadway is commercial C-C. The property's existing O-P Zoning is an anomaly and is the only non-commercial Zoning in this area along the road. The proposed C-H Zoning is compliant with the CAC Character Area of the Comprehensive Plan, and is certainly consistent with the surrounding zoning and land use patterns. Staff found the request consistent with the Comprehensive Plan and the Standards for the Exercise of Zoning Power (SFEZP) and recommended approval. The Planning Commission reviewed this at their April 24, 2017 meeting, found it consistent with the Comprehensive Plan and the Standards for the Exercise of Zoning Power (SFEZP), and recommended approval (7-0-1 vote).

Bubba Highsmith, 1 St. Andrews Circle, spoke in favor of the request. Mr. Highsmith stated that he is the owner of the property and asked Council's consideration in approving the request.

No one spoke in opposition to the request.

A MOTION by Councilman Carroll, seconded by Councilman Vickers, was unanimously adopted (6-0) to enact Ordinance No. 2017-9, an Ordinance to rezone 0.36 acres from Office-Professional (O-P) Zoning to Highway-Commercial (C-H) Zoning as requested by Sapelo Sound Investments, LLC, the complete text of which will be found in Ordinance Book XIII.

BIDS, CONTRACTS, AGREEMENTS, AND EXPENDITURES

Consideration of bids for the Force Main Design/Build Project on Lakeland Highway.

Henry Hicks, Utilities Director, stated that the existing Lakeland Highway lift station force main currently discharges after multiple bends to a bottleneck manhole and 12-inch sewer main west of the station on East Park Avenue. Due to forthcoming increases to sewer flow in this area, this manhole will be vulnerable to surcharging and overflows should the force main continue to discharge at this location. Utilities Department Staff determined the best fix for this issue was to eliminate the existing force main from this manhole and redirect its sewage flow to a new location with a larger sewer main. The Project entails installing a new 12-inch force main from the station and connecting it to an upsized manhole and 15-inch sewer main on a more direct route to the south. This will remove the bottleneck and allow for increased sewage flow from the annexed islands, the new high school, and future development along Lakeland Highway. In preparation for the Project, a utility easement was acquired from Valdosta State University (VSU) Foundation, Inc. as the new force main will travel through a portion of its property. Due to the scope of the work required to complete the Force Main Project, this work will need to be performed by a licensed underground utility contractor. The Utilities Department advertised for bids for a Design/Build Project on March 14, 2017. Bids were received from three bidders and opened on April 27, 2017. The lowest responsive and eligible bidder was RPI Underground, Inc. with a quote of \$139,850. Henry Hicks recommended that Council approve the low bid submitted by RPI Underground, Inc. in the amount of \$139,850 plus a 10% contingency to handle any unforeseen circumstances for the Force Main Design/Build Project on Lakeland Highway.

A MOTION by Councilman Yost, seconded by Councilman Carroll, was unanimously adopted (6-0) to approve the low bid submitted by RPI Underground, Inc. in the amount of \$139,850 plus a 10% contingency to handle any unforeseen circumstances for the Force Main Design/Build Project on Lakeland Highway.

Consideration of bids for the Sewer Main Replacement Project on North Lee Street.

Henry Hicks, Utilities Director, stated that on October 19, 2016, City crews responded to a call concerning a sanitary sewer spill at the 1300 block of North Lee Street. The cause of the spill was determined to be a grease blockage; however, while investigating the cause of the spill and inspecting sewer lines in the area, crews discovered that a section of 8-inch clay sewer main and its 12-inch clay collector main underneath North Lee Street had numerous cracks, partially separated joints, and a large hole in the 8-inch main. To further complicate matters, there are two, 36-inch Reinforced Concrete Pipe (RCP) stormwater pipes at this location. Both storm lines cross directly over both sewer mains with little to no clearance between the sewer mains and storm pipes. Closed Circuit television (CCTV) footage shows that one of the storm pipes is sitting on top of the 8-inch sewer main causing the main to collapse at the top of the pipe. In addition to being a major source of inflow & infiltration, this creates a potential cross connection between the storm and sanitary sewer systems. After verifying that no sewer services would be affected, Staff determined that the best course of action would be to abandon this section of sewer main and install a new 8-inch line to a new manhole north of this location near East Brookwood Drive. The deteriorated 12-inch sewer main will be replaced. Due to the scope of the work required to complete the Project, this work will need to be performed by an underground utility contractor. The Utilities Department advertised for bids on March 14, 2017. Bids were received from three bidders and opened on April 28, 2017. The lowest responsive and eligible bidder was RPI Underground, Inc. with a quote of \$69,422. Henry Hicks recommended that Council approve the low bid submitted by RPI Underground, Inc. in the amount of \$69,422 plus a 10% contingency to handle any unforeseen circumstances for the Sewer Main Replacement Project on North Lee Street. Councilwoman Tooley inquired about the 15" RCP pipe near 605 East Brookwood Drive. Henry Hicks stated that there are two pipes there that are used to transfer the stormwater from the surrounding neighborhood into the retention pond across the street. Councilwoman Tooley stated that there is a ditch in front of 605 East Brookwood and inquired as to whether this Project would affect any of the residents in that area. Henry Hicks stated that this would not affect any of the residents in that area in regards to water, sewer, and stormwater. It will prevent the inflow and infiltration of stormwater into the sewer system where the pipe is collapsing at the top, as well as preventing sewer from going into the stormwater pipe and then into the retention pond.

A MOTION by Councilwoman Tooley, seconded by Councilman Norton, was unanimously adopted (6-0) to approve the low bid submitted by RPI Underground, Inc. in the amount of \$69,422 plus a 10% contingency to handle any unforeseen circumstances for the Sewer Main Replacement Project on North Lee Street.

Consideration of the Design-Build Project bid for the extension of utilities to annexed islands.

Pat Collins, City Engineer, stated that the City Ordinance for annexation and subsequent Court documents states that the City will install and pay for water and sewer mains to serve all properties in annexed islands. This Project request is part of a larger effort and would provide water and sewer infrastructure to three annexed islands (57, 71, and 90). This Project was originally advertised as a lump sum Design-Build Project for seven annexed islands. Under a design-build scenario, the licensed Design Engineer works under a licensed contractor (builder) for the design and construction of all sanitary sewer mains, sanitary sewer manholes, sanitary sewer services, water mains, water services, and other related works installed in the Project. The design-build approach gives the owner less direct control of the design decisions; however, the approach is quicker than contracting separately for design and construction and the price of the Project is contracted as a fixed lump sum cost that is less subject to overruns (except for unavoidable and unforeseen circumstances). Bids were received on Tuesday, May 31, 2016 and the sole bid for the seven annexed islands scope was submitted by Standard Contractors in the amount of \$2,396,900. Funding for the annexed island projects has been through Georgia Environmental Finance Authority (GEFA) loans and as of August, 2016, the estimated available funding was \$1,169,000 with the current loan. The Engineering Department worked with Standard Contractors on ways to reduce the cost and to determine which islands could be completed at that time with available funding. As a result, Standard Contractors provided a lump sum price for each of the seven annexed islands. At the August 25, 2016 City Council meeting, Council approved the Agenda Item requesting \$951,645.85 for annexed islands 85, 87, 91, and 92, plus a 10% contingency and easement costs. As of May, 2017, work on annexed islands 87, 91, and 92 has been completed, and 85 is underway. Based on the original May 31, 2016 bid, there are three remaining islands that need to be completed and Standard Contractors has agreed to hold their prices as originally submitted. The total requested funding for these three islands is \$1,568,279.57 and the breakdown is as follows: (1) Island 57 - \$367,000, (2) Island 71 - \$887,837.23, and (3)

Island 90 - \$115,416.92. The bid total is \$1,370,254.15 and with a 10% contingency of \$137,025.42 and estimated easement of \$61,000, the total Project cost is \$1,568,279.57. Once annexed islands 57, 71, and 90 are awarded, there will be 16 remaining islands that must be completed by the December 31, 2018 deadline. Staff is currently preparing the bid announcement documents and anticipates releasing it in July, 2017. Pat Collins recommended that Council approve the bid of Standard Contractors in the amount of \$1,370,254.15 plus a 10% contingency to handle any unforeseen circumstances for the Design-Build Project bid for the extension of utilities to annexed islands.

A MOTION by Councilman Vickers, seconded by Councilwoman Tooley, was unanimously adopted (6-0) to approve the bid of Standard Contractors in the amount of \$1,370,254.15 plus a 10% contingency to handle any unforeseen circumstances for the Design-Build Project for the extension of utilities to annexed islands.

LOCAL FUNDING AND REQUESTS

Consideration of a request to approve the abandonment an easement located on Willow Way.

Pat Collins, City Engineer, stated that while discussing a separate matter with David Ward, Sr., the property owner at 1331 Willow Way, (Lot 1, Block A Devonwood Subdivision), it became apparent to both Mr. Ward and Staff that the City has a drainage easement running through the middle of Mr. Ward's property. In fact, his house was built on and within the easement. Because the City is not using the easement, Mr. Ward has requested that Council officially abandon the portion of the easement on his property. In 1978, Devonwood Subdivision was platted and accepted by the City. The original plat of the Subdivision created Lot 1, Block A at the corner of Willow Way and an un-named right-of-way. Presumably, this un-named right-of-way was for future development of lands to the south of Devonwood Subdivision. The lot created by the plat was an irregular shape that did not extend as far to the south as other lots along Willow Way. In keeping with the Subdivision Regulations in effect at the time, an easement was granted along the rear of all lots. When Mr. Ward bought the lot in 1993 and realized the irregular shape of the lot, he subsequently bought an additional portion of land from the parcel to the south of Devonwood. This additional land extended his lot to the same distance from Willow Way as the other lots in Subdivision. It also resulted in an easement of record now running through the middle of his lot as opposed to along the rear. These details were not checked as a matter of course in 1995 when Mr. Ward built his house on and within the easement area. After discussions with Staff, it has been determined that the City does not utilize nor has a need for the easement. It is recommended that the City execute a Quit-Claim Deed in favor of Mr. Ward for the abandoned portion of the easement. All Departments were contacted and the public notice ran the allotted time. Pat Collins recommended that Council approve the request to execute a Quit-Claim Deed to abandon an easement located on Willow Way.

A MOTION by Councilwoman Miller-Cody, seconded by Councilman Carroll, was unanimously adopted (6-0) to approve the execution of a Quit-Claim Deed for the abandonment an easement located on Willow Way.

Consideration of a request to approve an updated Performance Appraisal Tool for the City of Valdosta.

Renassa Small, Human Resources Director, stated that for more than 20 years, the City of Valdosta's performance appraisal system was implemented utilizing a performance appraisal tool that was set up on a three point evaluation scale. The three point scale is currently in effect today and is used to evaluate employees of the City; however, in utilizing the three point scale, over time Supervisors and Managers have utilized fractions of points to evaluate subordinates. This allows inconsistencies in the evaluation process which may cause inequity in the application of the performance appraisal system across City Departments and is a clear indication that a more expansive grading scale is needed. As an overall objective for the City of Valdosta and a Departmental goal for Human Resources, a more expansive assessment of the Performance Appraisal program was considered along with the compensation and pay plan study; however, the cost of the assessment and subsequent implementation was too great. Therefore, an upgrade of the current system is being recommended as a more cost effective method of making necessary changes. The Performance Appraisal Tool requires the inclusion of more in-depth objectives and competencies for evaluating an employee's performance. The evaluation scale and core competencies needed to be in alignment with current practices, processes, and procedures that have been identified as best practices. The recommended five point scale allows for a broader grading system for evaluating performance and assists the

Supervisor/Manager in grading more precisely. Also, the inclusion of a specified set of core competencies and a wider range of characteristics will alleviate disparity in application of the performance appraisal tool on a City-wide basis and ensure more accurate grading. The Performance Appraisal Tool focuses on goals (objectives) and responsibilities as well as how the objectives are accomplished, which are defined as competencies. The upgraded Performance Appraisal Tool will provide five static core competencies for each City of Valdosta employee: (1) Customer Service, (2) Cooperation and Teamwork, (3) Results, (4) Accountability, and (5) Decision Making and Judgment. The core competencies identified above are critical to the organization as a whole and exist for each classification of the City. In addition, the Supervisor/Manager will have the ability to add additional competencies that are more job-specific and for unique classifications that may require specific certifications, skills, adherence to CALEA policies, and ISO processes and procedures. The upgraded system also includes additional core competencies for those employees in supervisory/management roles, including leadership competencies such as: (1) Business Process Management, and (2) Talent Management. Renassa Small recommended that Council approve the updated Performance Appraisal Tool for the City of Valdosta. Councilman Vickers inquired as to whether there was any recourse for employees who may disagree with their evaluation. Renassa Small stated that at all times an employee has the opportunity to include their own comments on the evaluation form. Councilman Vickers inquired as to whether they could address that through a grievance process. Renassa Small stated that would not necessarily use a grievance process but they could address it with the Department Head prior to signing the performance evaluation tool. The direct Supervisor will go over all of this with the employee and they can go up the chain of command if they see that there is something there that they do not think should be on there. Mark Barber, Assistant City Manager, stated that in the Personnel Policy it is noted that this is not a grievance item if you disagree with your evaluation. The employee would have the opportunity to state why he/she disagrees and they really do not have to sign their evaluation if they do not want to. Renassa Small stated that the signature signifies that the Supervisor or Manager has gone over those items with the employee and does not necessarily mean that he/she agrees with them. Mark Barber stated that they have also started a process of meeting with employees who have had some problems on an interim basis so there are no surprises at the time of the main evaluation. Councilman Norton stated that this was a good instrument and easily understood and inquired as to whether the evaluator would be able to use fractions as they previously did. Renassa Small stated that they would only be using whole numbers. The three point scale is more stringent and you are either failing, doing what you need to do, or excelling beyond. The five point scale will give a wider range to more accurately assess those responsibilities. Mark Barber stated that the fractions came into play early in the 2000's where they had a bonus system and if they gave everyone a one, two, or three, there were a lot of ties; therefore, the Department Heads began to use fractions to break the ties to award the bonus. Mayor Pro Tem Payton stated that at the Work Session it was noted that Council would possibly not need to take action on this Agenda Item; however, he felt that Council should take a position to approve or disapprove this.

A MOTION by Councilman Norton, seconded by Councilwoman Miller-Cody, was unanimously adopted (6-0) to approve the updated Performance Appraisal Tool for the City of Valdosta.

BOARDS, COMMISSIONS, AUTHORITIES, AND ADVISORY COMMITTEES

Consideration of an appointment to the Community Development Block Grant (CDBG) Citizens Advisory Committee.

Mayor Pro Tem Payton stated that the Community Development Block Grant (CDBG) Citizens Advisory Committee has one member, Jessica Young whose term expired on February 24, 2017. Ms. Young did not express an interest in being reappointed. This appointment was advertised according to the Boards, Commissions, Authorities, and Advisory Committees Policy that was adopted by Mayor and Council. The applicants are as follows: (1) David Adams - Pastor (Mt. Calvary Baptist Church), and (2) Maranda Cleland - Computer Instructional Designer (South Georgia Medical Center).

Mayor Pro Tem Payton asked for nominations.

Councilman Vickers placed in consideration Pastor David Adams. There being no other nominations, Mayor Pro Tem Payton closed nominations. Pastor David Adams was appointed (6-0) to serve a term of four years on the Community Development Block Grant (CDBG) Citizens Advisory Committee.

Consideration of appointments to the Keep Lowndes-Valdosta Beautiful Board.

Mayor Pro Tem Payton stated that the Keep Lowndes-Valdosta Beautiful Board has two members, Carl Onyeka and Ike Harbuck, whose terms will expire on June 30, 2017. Mr. Harbuck has expressed an interest in being reappointed and Mr. Onyeka has not expressed an interest in being reappointed. These appointments were advertised according to the Boards, Commissions, Authorities, and Advisory Committees Policy that was adopted by Mayor and Council. The applicants are as follows: (1) Ike Harbuck - External Affairs Manager (Georgia Power), and (2) M. Tiffany Vinson - Registered Nurse & Perinatal Executive Director (South Health District) - First Choice.

Mayor Pro Tem Payton asked for nominations. Councilman Carroll stated that there were two applicants and two slots and his motion would reflect that both be adopted at the same time.

A MOTION by Councilman Carroll, seconded by Councilman Norton, was unanimously adopted (6-0) to approve the appointments of Ike Harbuck and M. Tiffany Vinson to serve a term of three years on the Keep Lowndes-Valdosta Beautiful Board.

Consideration of appointments to the Public Art Advisory Committee.

Mayor Pro Tem Payton stated that the Public Art Advisory Committee has three members, Robin Fretti (LVAC Member at Large), Susan Wheling (Community at Large), and Angela Crance (Community at Large) whose terms will expire on June 1, 2017. Both Robin Fretti and Angela Crance have expressed an interest in serving again and Susan Wheling has not expressed an interest in being reappointed. Also, the LVAC Board of Directors unanimously approved Robin Fretti to serve as the LVAC Member at Large. These appointments were advertised according to the Boards, Commissions, Authorities, and Advisory Committees Policy that was adopted by Mayor and Council. The applicants are as follows: Position #1 - LVAC Member at Large (1 slot): (1) Robin Fretti - Chief Financial Officer, All States Moving & Storage; and Positions #2 and #3 - Community At Large (2 slots): (1) Jill Bright - Office Assistant (Converse Bright) & Artist, (2) Angela Crance - Education Leadership (Wiregrass Technical College) and Business Owner (Art and Soul), (3) Sarah Lowe - Administrative Technician/Coordinator (City of Valdosta, Neighborhood Development Department), and (4) David Nelson - Teacher (Valdosta State University) - First Choice.

Mayor Pro Tem Payton asked for nominations for Position #1 - LVAC Community at Large.

Councilman Yost inquired as to whether Robin Fretti would be the only person that could be considered for the LVAC Community at Large position since the LVAC Board approved her or could the other applicants be considered for that slot. Councilman Carroll stated that they would have to be a member of LVAC and the others are not LVAC members. Councilman Yost stated that they would either have to go with Robin Fretti, not go with her, or not appoint anyone. Mayor Pro Tem Payton stated that would be an option.

Councilman Carroll placed in consideration Robin Fretti. There being no other nominations, Mayor Pro Tem Payton closed nominations.

A MOTION by Councilman Carroll, seconded by Councilman Yost, was unanimously adopted (6-0) to approve the appointment of Robin Fretti to serve a term of three years as the LVAC Member at Large on the Public Art Advisory Committee.

Mayor Pro Tem Payton asked for nominations for Position #2 - Community at Large.

Councilman Norton placed in consideration Angela Crance. There being no other nominations, Mayor Pro Tem Payton closed nominations.

A MOTION by Councilman Norton, seconded by Councilman Carroll, was unanimously adopted (6-0) to approve the appointment of Angela Crance to serve a term of three years as the Community at Large member on the Public Art Advisory Committee.

Mayor Pro Tem Payton asked for nominations for Position #3 - Community at Large.

Councilman Vickers placed in consideration Sarah Lowe. Councilman Carroll placed in consideration David Nelson. There being no other nominations, Mayor Pro Tem Payton closed nominations. David Nelson received one vote and Sarah Lowe received five votes. Sarah Lowe was appointed to serve a term of three years as the Community at Large member on the Public Art Advisory Committee.

Consideration of an appointment to the Valdosta Housing Authority (Resident Appointment).

Mayor Pro Tem Payton stated that the Valdosta Housing Authority has a Resident Member, DeShonda Jenkins, whose term will expire on July 1, 2017. Ms. Jenkins has expressed an interest in serving again. This appointment was advertised according to the Boards, Commissions, Authorities, and Advisory Committees Policy that was adopted by Mayor and Council. The only applicant applying for this position was Ms. Jenkins. Mayor Pro Tem Payton stated that he spoke with Mayor Gayle at the Work Session and he is in support of appointing DeShonda Jenkins to serve a one year term as the Resident Appointment on the Valdosta Housing Authority appointment.

Consideration of an appointment to the Valdosta Tree Commission.

Mayor Pro Tem Payton stated that the Valdosta Tree Commission had a member, Craig Steckelberg who resigned due to personal reasons. His term will expire on September 6, 2019. These appointments were advertised according to the Boards, Commissions, Authorities, and Advisory Committees Policy that was adopted by Mayor and Council. The applicants are as follows: (1) Cynthia Johnson - Retired, and (2) David Nelson - Teacher (Valdosta State University) - Third Choice.

Mayor Pro Tem Payton asked for nominations.

Councilman Carroll placed in consideration David Nelson. There being no other nominations, Mayor Pro Tem Payton closed nominations. David Nelson was appointed (6-0) to fill the unexpired term of Craig Steckelberg on the Valdosta Tree Commission.

Consideration of an appointment to the Valdosta-Lowndes County Airport Authority.

Mayor Pro Tem Payton stated that the Valdosta-Lowndes County Airport Authority has a member, Nathaniel Haugabrook, II, whose term will expire on May 21, 2017. Mr. Haugabrook has expressed an interest in being reappointed. This appointment was advertised according to the Boards, Commissions, Authorities, and Advisory Committees Policy that was adopted by Mayor and Council. The applicants are as follows: (1) Nathaniel Haugabrook, II - Lawyer (Copeland, Haugabrook & Walker), and (2) Ronnie Pierce - Retired Radio Account Executive.

Mayor Pro Tem Payton asked for nominations.

Councilman Vickers placed in consideration Ronnie Pierce. Councilwoman Tooley placed in consideration Nathaniel Haugabrook, II. There being no other nominations, Mayor Pro Tem Payton closed nominations. Ronnie Pierce received three votes and Nathaniel Haugabrook, II received three votes. Mayor Pro Tem Payton broke the tie and appointed Ronnie Pierce to serve a term of four years on the Valdosta-Lowndes County Airport Authority.

Consideration of appointments to the Valdosta-Lowndes County Parks & Recreation Authority.

Mayor Pro Tem Payton stated that the Valdosta-Lowndes County Parks and Recreation Authority has two members, Andrew Gibbs and Richard Raines, whose terms will expire on June 30, 2017. Mr. Raines was the rotating appointment which was made by Lowndes County in 2014 so it is the City's appointment in 2017. Mr. Gibbs has expressed an interest in being reappointed and Mr. Raines has not expressed an interest in being reappointed. These appointments were advertised according to the Boards, Commissions, Authorities, and

Advisory Committees Policy that was adopted by Mayor and Council. The applicants are as follows: (1) Cisco Diaz - Principal (W. G. Nunn Elementary School), (2) Andrew Anthony Gibbs - 7th Grade Math Teacher (Valdosta City Schools), (3) David Nelson - Teacher (Valdosta State University) - Second Choice, (4) M. Tiffany Vinson - Registered Nurse & Perinatal Executive Director (South Health District) - Second Choice.

Mayor Pro Tem Payton asked for nominations for Position #1.

Councilman Yost placed in consideration Andrew Gibbs. There being no other nominations, Mayor Pro Tem Payton closed nominations. Andrew Gibbs was appointed (6-0) to serve a term of three years on the Valdosta-Lowndes County Parks & Recreation Authority.

Mayor Pro Tem Payton asked for nominations for Position #2.

Councilwoman Miller-Cody placed in consideration Cisco Diaz. Councilman Carroll placed in consideration David Nelson. There being no other nominations, Mayor Pro Tem Payton closed nominations. David Nelson received two votes and Cisco Diaz received four votes. Cisco Diaz was appointed (6-0) to serve a term of three years on the Valdosta-Lowndes County Parks & Recreation Authority.

Consideration of an appointment to the Valdosta-Lowndes County Zoning Board of Appeals.

Mayor Pro Tem Payton stated that the Valdosta-Lowndes Co. Zoning Board of Appeals has a member, Allan Strickland, whose term will expire on May 7, 2017. Mr. Strickland has expressed an interest in being reappointed. This appointment was advertised according to the Boards, Commissions, Authorities, and Advisory Committees Policy that was adopted by Mayor and Council. The applicants are as follows: (1) Allan Strickland - Self Employed (General Rental Center), (2) Felix Vayner - Employed (Tipsy Transit), and (3) Stacy Young - Commercial Leasing Manager (Roger Budd Company). Mayor Pro Tem Payton stated that there was discussion at the Work Session on Tuesday regarding the applicant Stacy Young. Mark Barber, Assistant City Manager, stated that when this Board was formed there would be four members from the City and four members from the County. Mr. Young is a resident of Hahira and that would change the balance of four members from the City and four from the County if he was selected. After reviewing the Land Development Regulations (LDR), it says there "shall" be four members from the City and four members from the County. Tim Tanner, City Attorney, stated that pursuant to Section 242-7 (B)(2) of the LDR, it states that the City of Valdosta shall appoint four members from the City. Mayor Pro Tem Payton inquired as to whether they would need to remove Stacy Young from consideration. Tim Tanner, City Attorney, stated that Council may not need to remove him but the person that Council appoints must be from the City. Councilman Yost inquired as to how long Allan Strickland has served on the Zoning Board of Appeals. Tim Tanner stated that Mr. Strickland has served 25 years. Councilman Carroll stated that Mr. Strickland has done an excellent job and has been the sitting Chair.

Mayor Pro Tem Payton asked for nominations.

Councilman Vickers placed in consideration Allan Strickland. Councilman Yost placed in consideration Felix Vayner. There being no other nominations, Mayor Pro Tem Payton closed nominations. Felix Vayner received two votes and Allan Strickland received four votes. Allan Strickland was appointed to serve a term of three years on the Valdosta-Lowndes County Zoning Board of Appeals.

CITIZENS TO BE HEARD

There were no citizens to be heard.

CITY MANAGER'S REPORT

Mark Barber, Assistant City Manager, stated that there have been numerous activities in the City during the past few weeks. We celebrated Georgia Cities Week, National Community Development Week, Drinking Water Week, and graduation events for the Valdosta Youth Council and City Government 101. National Public Works

Week will be May 22-26, 2016 and our Public Works Department will host a luncheon on May 24, 2017 at Mathis Auditorium for City employees. Mark Barber stated that he challenged anyone to go out and find another community or local government that continually provides programs for their citizens. Our Staff is fantastic and they grow these programs every year.

COUNCIL COMMENTS

Councilman Vickers commended City Staff for a job well done during the past week.

Councilman Carroll stated that Larry Hanson, City Manager, was appointed this past week by Senator David Perdue to serve on the Military Community Affairs Council representing Valdosta, Lowndes County, and Moody Air Force Base. Also, he has been selected as the representative for the State of Georgia, if not the southeast, on the Federal Communications Commission (FCC) Rural Broadband Task Force. This speaks volumes about the City Manager and his connections and how those across the State and Federal government respect him and his opinions and the type of work that he does. One of the tasks that he is being assigned with on the FCC Task Force is to help write some of the municipal codes and how these will be deployed by the FCC across America. This is an outstanding recognition of our City Manager.

Councilman Yost stated that he wanted to make a comment about the appointment to the Valdosta-Lowndes County Zoning Board of Appeals. Anyone can apply for this position and Allan Strickland has done a great job for many years; however, he has served 25 years on this Board. We have a young person who wants to come in and make changes and do something good for this community. This is his opinion and Council members may have a different view but we will not be able to elicit young and old people in our community to get involved in their government if we do not ever give them a chance. He is ashamed because we finally have someone who is interested and wants to serve their government and here we are appointing someone to serve 30 years on one committee. It is time for everyone on Council to evaluate changes and get some new blood in City government.

Councilwoman Miller-Cody stated that it was an honor to see Mayor Pro Tem's daughter support him and she wished everyone a Happy Mother's Day.

Mayor Pro Tem Payton asked for a point of personal privilege and stated that today is his wife's birthday and he wished her a Happy Birthday and many more. He is truly blessed to have such an apple of his eye.

ADJOURNMENT

Mayor Pro Tem Payton entertained a motion for adjournment.

A MOTION by Councilman Norton, seconded by Councilman Yost, was unanimously adopted (6-0) to adjourn the May 11, 2017 Meeting of the Valdosta City Council at 6:50 p.m. to meet again in Regular Session on Thursday, May 25, 2017.

City Clerk, City of Valdosta

Mayor, City of Valdosta