

**City of Locust Grove
 Council Workshop Meeting Minutes
 Public Safety Building – 3640 Highway 42 S.
 Locust Grove, GA 30248
 Monday, April 18, 2022
 6:00 PM**

Members Present:	Staff Present:
Robert Price – Mayor	Tim Young – City Manager
Willie Taylor – Councilman	Bert Foster – Assistant City Manager
Keith Boone – Councilman/Pro Tem	Misty Spurling – City Clerk
Rudy Breedlove - Councilman	Jennifer Adkins – Assistant City Clerk
Vincent Williams - Councilman	Daunte’ Gibbs – Community Development Director
Carlos Greer – Councilman	Jack Rose – Public Works Director
Rod Shearouse – Councilman	Anna Ogg – Planner II
	Derrick Austin – Police Chief
	Colleen Watts – Main Street Program Manager
	Andy Welch–Attorney

Mayor Price called the meeting to order at 6:00 PM.

Invocation given by City Manager Tim Young

Councilman Boone led the Pledge of Allegiance.

APPROVAL OF AGENDA –

Mayor Price asked for a motion to amend the agenda. Councilman Greer made the motion to approve the April 18, 2022, meeting agenda.

RESULT	APPROVED AGENDA
MADE MOTION	COUNCILMAN GREER
2 ND MOTION	COUNCILMAN BOONE
VOTE	MOTION CARRIED - ALL IN FAVOR

PUBLIC COMMENTS –

PUBLIC HEARING ITEMS –

- 1. Conditional Use request for the purpose of establishing a guest-quarters on the property located at 595 Jackson Street (Parcel ID: L01-03003000) in LL 186 of the 2nd district**

Anna Ogg, Community Development Planner II, stepped forward. Mrs. Ogg said this request is for remodeling of the existing detached garage to use as a detached guest quarters. The primary structure is a historic single-family home, and the secondary structure is a large, detached garage. The applicant intends to reside in the guest quarters temporarily during the rehabilitation of the primary dwelling. Upon completing the primary dwelling, the detached guest quarters will serve as a mother-in-law suite for the applicant’s family. Mrs. Ogg said staff is recommending approval with conditions and Mrs. Ogg said the applicant is present tonight and read the following conditions aloud:

1. *The Guest Quarters shall comply with the intent of the Mixed Historic Neighborhood future land use designation having similar architectural style as the existing historic residential buildings of this district.*
2. *The applicant shall obtain a permit for the remodel of the detached guest quarters and rehabilitation of the primary structure within thirty (30) days of the approval of the Conditional Use.*
3. *No occupancy of the guest quarters shall occur until after the primary structure is 75% complete and habitable with the following basic utilities and functions recommended by the City's building inspector; electrical power, a serviceable bathroom, a useable kitchen, running hot and cold water, heating and cooling, and completion of all framing and other rough ins needed for the rehabilitation of the primary structure.*
4. *Following the issuance of the certificate of occupancy for the detached guest quarters, the applicant shall have eighteen (18) months to obtain a certificate of occupancy for the primary dwelling.*

Councilman Greer asked if the photos provided are of the primary dwelling or the detached garage? Mrs. Ogg went through the images on the visual screen and clarified the interior photos are of the primary structure.

Councilman Williams asked if 18 months is sufficient time to complete the primary dwelling? Mrs. Ogg said Council has the authority to extend; however, the 18 months does not begin until after the issuance of the certificate of occupancy for the guest quarters.

Discussion took place about both projects being remodeled at the same time.

Councilman Shearouse asked who owns the property and asked who owns the business referenced on the application. Mrs. Ogg said Patrick Scott owns both the property and the business. Councilman Shearouse asked about the percentage to complete and what is the stipulation if the structure is not complete within the 18 months? Mrs. Ogg said our inspector, Ronnie Glaze, said the primary structure is currently around 50% complete but needs to be 75% complete to occupy. Mr. Gibbs said a "Sunset" clause could be allowed or Council can extend the time. If the applicant does not comply, the applicant would be in violation.

Attorney Andy Welch said staff is trying to protect the city to avoid the applicant from using the guest quarters as the primary residence. Councilman Shearouse asked what is the risk to the city if approved and the applicant does not comply? Mr. Welch said the applicant would be in violation of the code but no loss to the city. Council needs to determine if this would be beneficial to the city.

Mayor Price said this is a public hearing and asked for public comments from anyone in favor of the request.

The applicant, Mr. Patrick Scott, stepped forward to comment. Mr. Scott said he owns the property, and his intention is to renovate the primary structure but not change the footprint. Mr. Scott said his goal is to complete the back structure for his daughter to reside when she finishes college in Miami. Mr. Scott said he does not have intentions to sell the property and has cash on hand to complete the guest quarters.

Mr. Gibbs suggested to remove condition number three and removing the 75% and leaving the 18-month requirement to complete the primary structure.

Mr. Young said according to the tax accessor Mr. Scott owns the property at 930 Jackson Street. Mr. Scott confirmed he does own that property and uses as storage.

Mayor Price asked for public comments from anyone opposed to the request. There were no comments.

Mayor Price closed the public hearing.

OLD BUSINESS/ACTION ITEMS – NONE

NEW BUSINESS/ACTION ITEMS –

2. Ordinance to approve a final plat for Nine Oaks subdivision, Phase 3, located on Peeksville Road –

Mr. Gibbs stepped forward and said this request is for the final plat for Nine Oaks subdivision and the general concept is 26 single-family residential lots. The development is the zoned R-2 and is the final phase for this subdivision. Staff is recommending approval.

Councilman Greer asked Mr. Keith Russell; developer of Capshaw Development, if there are still issues with the price of the home increasing when the buyer is at closing? Mr. Russell said “no, those issues were resolved.”

Mayor Price asked for a motion. Councilman Williams made the motion to approve the request by approving ordinance **#22-04-026**

RESULT	APPROVED ORDINANCE #22-04-026
MADE MOTION	COUNCILMAN WILLIAMS
2 ND MOTION	COUNCILMAN BOONE
VOTE	MOTION CARRIED – FIVE IN FAVOR (TAYLOR, BOONE, WILLIAMS, SHEAROUSE, BREEDLOVE) AND ONE OPPOSED (GREER)

CITY OPERATION REPORTS / WORKSHOP DISCUSSION ITEMS -

MAIN STREET OPERATIONS – COLLEEN WATTS

Ms. Watts gave an update Déjà Vu on forty-two has permanently closed. Main Street Inc. welcomed a new member, Laura Huerta, and we have two activities planned for fall: Groovin’ in the Grove and a drive-in movie night. The HPC had one COA for Southern Farmhouse signage. The Easter Egg hunt went very well and much thanks to all our volunteers. Locust Grove Day is Saturday April 23 with the parade beginning at 10am. We will have a band beginning at 7pm followed by fireworks at 9pm. The Events Committee will meet this Wednesday. Nothing further.

Councilman Greer made a comment he had discussed with Tim and Colleen about doing a “Fun Friday” event on the front lawn that would include vendors, entertainment for local families to come together as a community. This is an idea for Council to consider and total cost for city would only be for the DJ. Tim stated that he tasked Colleen and staff to work on an estimated budget for future presentation to the Council. Nothing further.

PUBLIC SAFETY OPERATIONS – CHIEF AUSTIN

Chief Austin reviewed the monthly report and gave an update total collected in March 2022 was \$71,659.00. The department completed 87 training hours in March.

Further, Chief Austin reviewed the crime analysis provided in the packets and said the most pressing problem right now is entering autos. Councilman Williams asked if the hotels have surveillance cameras. Chief Austin responded yes. Discussion took place about the flock [flock safety] cameras in place throughout the city and county. Nothing further.

PUBLIC WORKS – JACK ROSE

Public Works Director Jack Rose gave update overall operations are good, continuing with general maintenance and repairs. We are continuing with road patching totaling about seven tons recently. We are steady with grass cutting and meter installs. Nothing further.

ADMINISTRATION – BERT FOSTER

Mr. Foster gave an update we will present the Peeksville Road extension (joining Highway 42 at Peeksville and Cleveland Street) for action at the next meeting. We are waiting to finalize a date with the Chase Maddox family for the park dedication. Mr. Foster also gave an update on the Bill Gardner Parkway modifications, MMIP (commercial vehicle lanes), and we received the pole design and placement from the State for the traffic signal at Market Place. Mr. Foster reviewed slides on the overhead screen of paver and brick options for the Veteran's Memorial. Council agreed on the Pewter with darker border and herringbone pattern. Further, Mr. Foster said the open house for the Comprehensive Transportation Plan will be at the Public Safety Building from 6:00-7:30pm on Thursday. We will meet with GDOT about the Downtown Corridor Study and connection points as discussed at the retreat. We did meet with GDOT about the Bethlehem Road / SR 42 intersection, and they agreed a signal is warranted for that location. Mr. Foster said he met with Georgia Power about adding electric vehicle charging stations in the city. The idea is for two stations [with four connecting points] to be in front of the Public Safety Building. As the demand increases more stations can be added. Nothing further.

COMMUNITY DEVELOPMENT OPERATIONS – DAUNTÉ GIBBS

Mr. Gibbs gave an update his department has issued a total of 396 permits including 55 new house permits for 2022. We have issued 126 COs [99 residential / 27 commercial] with 317 business licenses issued so far for 2022. Mr. Gibbs said Chick-Fil-A will officially open on April 21, 2022.

ARCHITECTURAL REVIEW BOARD (ARB) –

3. Resolution approving the architectural plans submitted for TSW Assets Inc., located at 301-311 Walker Crossing –

Mr. Gibbs said this is for the third and final building and there are no objections if the plans coincide with the current buildings. This will come back for action at the next regular meeting on May 2, 2022. Nothing further.

CITY MANAGER'S COMMENTS –

- **Pay Plan No. 701 of personnel – amended positions**

Mr. Young stepped forward and said this is for positions discussed at the retreat for a Water/Wastewater Manager and Accounting Specialist. Councilman Greer asked who is doing the responsibilities of the accounting specialist now? Mr. Young said Misty does currently, and this is

something that our auditors suggested at various times, and we are now in need of the position. Discussion took place on pay scale and Councilman Greer made a comment he thinks the paygrades are backwards based on the qualifications for each position. Attorney Andy Welch said it would be impossible to find a Water/Wastewater Manager with experience without that paygrade. Nothing further.

- **FY 2022 Budget Quarter 1 update**

Mr. Young said we are in good standings with the budget and revenues are in line and where we need to be. We underestimated with H/M tax as we are expected to be trending to \$1 million. Mr. Young reviewed various funds and said our larger changes appear to occur at the end of the 2nd Quarter. Nothing further.

Mr. Young said the audit is continuing and will be finalizing soon. Mr. Young said he has an upcoming meeting in Hampton to discuss LOST negotiations and SPLOST V.

MAYOR’S COMMENTS – NONE

EXECUTIVE SESSION – NONE

ADJOURNMENT-

Mayor Price asked for a motion to adjourn. Councilman Greer made the motion to adjourn.

RESULT	ADOPTED
MADE MOTION	COUNCILMAN GREER
2 ND MOTION	COUNCILMAN WILLIAMS
VOTE	MOTION CARRIED - ALL IN-FAVOR MEETING ADJOURNED @ 7:31 PM.

Notes taken by:

Misty Spurling, City Clerk