



City of Jasper
 200 Burnt Mountain Road
 Jasper, GA 30143
 MINUTES | REGULAR MEETING
 Monday, May 1, 2023, 6:00 PM

MEMBERS PRESENT
 Mayor Steve Lawrence
 Kirk Raffield
 Jim Looney
 John Foust
 Folsom C. Proctor

MEMBERS ABSENT
 Anne Sneve

STAFF
 Sonia Jammes
 Tara Benson
 Kim Goldener
 Lindsey Williams
 John Sherrer
 Matt Dawkins
 Stacy Johnson
 Mary Burgess
 Mike Davis

GUESTS IN ATTENDANCE
 Ben Mock
 Sam Latimer
 Marty Callahan
 Jack Dunn
 Mike Crawford
 Joseph Long
 Wendy Long
 Chad Childers

LEGAL COUNSEL

PRESS
 Mari Livsey – KnowPickens
 Angela Reinhardt – Pickens Progress

AGENDA ITEM: Call Meeting to Order/Invocation/Pledge of Allegiance		PRESENTER: Mayor Lawrence
<p>Mayor Lawrence, recognizing a quorum present called the meeting to order at 6:00 PM. Mayor Lawrence called on Reverend Ben Mock to provide the Invocation. Councilmember Foust led the Pledge of Allegiance. Councilmember Anne Sneve was not in attendance.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
None	N/A	N/A

AGENDA ITEM: Adopt Agenda		PRESENTER: Mayor Steve Lawrence
<p>CONCLUSION: Mayor Lawrence called for a motion to adopt the agenda. Councilmember Looney made a motion to approve. Councilmember Raffield provided a second. The motion to approve passed unanimously.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

CONSENT AGENDA ITEMS:		PRESENTER: Mayor Lawrence
<ul style="list-style-type: none"> Minutes Work Session Meeting March 30, 2023 Minutes Regular Council Meeting April 3, 2023 Minutes Special Called Meeting April 13, 2023 Development Report Financial Report Fire Report Police Report 		
<p>CONCLUSION: Councilmember Raffield made a motion to approve the Consent Agenda. Councilmember Proctor provided a second. The motion to approve passed unanimously.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

Presenting a letter of commendation for Frank Robbins & Joseph Long.
Mayor Lawrence called on Chief Dawkins. Chief Dawkins thanked Officer Robbins and Officer Long for their commitment

and dedication to the department and the citizens of Jasper. Chief Dawkins presented both offices with a Pin and letter of Commendation. The Mayor and Council joined the officers for a photo.

AGENDA ITEM: New Business
 #1 Consideration & Approval of Audit Presentation from **PRESENTER:** Sam Latimer
 Rushton Company

DISCUSSION:
 Mayor Lawrence recognized Sam Latimer with Rushton, LLC. Mr. Latimer gave a presentation on the 2022 Annual Financial Audit. Mr. Latimer thanked the Finance Department and staff. Mr. Latimer stated that Rushton & Company provided an unmodified opinion. The City’s financial statements are in accordance with auditing standards generally accepted in the United States of America and Government Auditing Standards issued by the Comptroller General of the United States.

CONCLUSION:
 Mayor Lawrence called for a motion. Councilmember Looney made a motion to approve the Audit and release it to the state by June 30, 2023. Councilmember Raffield provided a second. The motion to approve passed unanimously.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business
 #2 Consideration & Approval of On Demand Architectural Services **PRESENTER:** Kim Goldener
 RFQ-2023-01

DISCUSSION:
 Mrs. Goldener stated that In February 2023, Staff put out RFQ 2023-01 – Request for Architectural Services specifically to help the city with projects that may have grant money available or federal funding. The intent of the RFQ is to pre-qualify a number of firms that could then be evaluated against project-specific criteria and then assigned work. Mrs. Goldener listed the six firms that responded to Architectural Services RFQ.
 *American Engineers – Acworth, GA
 *Axis Infrastructure – Roswell, GA
 *Bros Roman Braun – Milton, GA
 *Goodwyn, Mills & Cawood – Atlanta, GA
 *Jericho Design Group – Cumming, GA
 *SOURCE Urbanism – Stone Mountain, GA
 The period for this contract is May 1, 2023 – October 31, 2024 (18 months), and the City is not under any obligation to extend work authorizations to any one firm. The contract is a slightly amended version of the contract Bartow County uses for projects funded through grant programs and federal funding programs and has been reviewed, edited, and approved by the City Attorney, David Syfan. Staff is requesting the council to authorize Mayor to execute the conditional contracts.

CONCLUSION:
 Mayor Lawrence called for a motion to approve On Demand Architectural Services. Councilmember Looney made a motion to approve. Councilmember Raffield provided a second. The motion to approve passed unanimously.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: New Business
 #3 Consideration & Approval of On Demand Engineering Service **PRESENTER:** Kim Goldener
 Contract RFQ 2023-02

<p>DISCUSSION: Mrs. Goldener stated that in February 2023, Staff put out RFQ 2023-02 – Request for Engineering Services to assist with the implementation of various civil, environmental, and transportation projects was sent out in February. Ten firms responded, with one firm backing out due to contract terms with their insurance company. Mrs. Goldener listed the firms. *BM&K Construction & Engineering – Braselton, GA *Carter & Sloope Consulting Engineers – Macon, GA *EXP US Services – Atlanta, GA *Falcon Design – Stockbridge, GA *Goodwyn, Mills & Cawood – Atlanta, GA *Kimley-Horn – Atlanta, GA *Newsome Engineering & Consulting – Ellijay, GA *RINDT – Marietta, GA *Turnipseed Engineers – Atlanta, GA The period for this contract is May 1, 2023 – October 31, 2024 (18 months), and the City is not under any obligation to extend work authorizations to any one firm. The contracts have been reviewed, edited, and approved by the City Attorney, David Syfan.</p>		
<p>CONCLUSION: Mayor Lawrence called for a motion to approve On Demand Engineering Services Contracts for RFQ 2023-02. Councilmember Foust made a motion to approve. Councilmember Raffield provided a second. The motion to approve passed unanimously.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

<p>AGENDA ITEM: New Business #4 Consideration & Approval of quote from Progressive Bike Ramps for Doris Wigington Park. PRESENTER: Kim Goldener</p>		
<p>DISCUSSION: Mrs. Goldener stated that the bidding package for the mountain bike trails at Doris Wigington Park was advertised on March 30, 2023. The bid package has been posted on the City’s website, ran in the paper for 5 weeks and also posted on the Professional Trail Builders Association’s website, The bids are due Thursday, May 4, 2023. Mrs. Goldener stated the mountain bike trails are only a portion of the transformation proposed for Doris Wigington Park. The city has an opportunity to transform the park into a bicycle playground where people of all skill levels can find something to enjoy. In the master plan that trails designer Walt Bready with Trails B Ready prepared for the city, the pump track and skills area will work well in Doris Wigington, and provide skills-building tools that both children and adults can use to build confidence in their riding ability before going out and hitting the trails. Progressive Bike Ramps is a well-known provider of pump tracks and bicycle playground equipment. The staff is requesting approval for a quote from Progressive Bike Ramps for \$100,661.11, which includes shipping, and equipment with a 3–5-month lead time for the production of the pump track. Mayor Lawrence asked if this would fall within the budget that was previously approved for this project. She answered yes, and the \$250,000 has been set aside from SPLOST funding. Councilmember Proctor stated that the committee has recommended this.</p>		
<p>CONCLUSION: Mayor Lawrence called for a motion to approve a quote of \$100,661.00 from Progressive Bike Ramps for Doris Wigington Park. Councilmember Foust made a motion to approve. Councilmember Looney provided a second. The motion to approve passed unanimously.</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

<p>AGENDA ITEM: New Business #5 Consideration & Approval of Alcohol License for Teek 10 LLC PRESENTER: Lindsey Williams</p>		
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DISCUSSION:		
Mrs. Williams provided background information on Teek 10 LLC. Teek 10 submitted the application to sell beer and wine by the package at 45 East Church Street (Convenience store located behind The Old Mulehouse). A survey was completed to make sure distance requirements were met and the background check had no discrepancies.		
CONCLUSION:		
Mayor Lawrence called for a motion to approve Alcohol License for Teek 10 LLC. Councilmember Looney made a motion to approve. Councilmember Raffield provided a second for discussion. Councilmember Raffield asked if a new business was coming into the location and if the mechanic shop is still in operation. Mrs. Williams stated that Teek 10 purchased the convenience store, and she believes they will remodel and not keep the mechanic shop. Councilmember Raffield asked the City Manager if this fits the comprehensive planning for our Central business district, and if that has been looked at. Ms. Jammes said it has not been looked into, alcohol sales are permitted within the central business district, and they have not provided their business plan only the alcohol license application. With no further discussion, Mayor asked for all in favor. The motion to approve passed with Councilmember Raffield in opposition.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved with one opposition	N/A	N/A

AGENDA ITEM: New Business		
#6 Consideration & Approval for Funding for Jasper Downtown Development Authority Events 2023		PRESENTER: Marty Callahan
DISCUSSION:		
Mr. Callahan stated that he is here on behalf of the Downtown Development Authority. Mr. Callahan requested the city to assist with the funding to host Jasper Downtown Live (formally known as Second Saturday in 2022), as well as ArtWalk in the amount of \$28,000.00. Mr. Callahan explained that similar to last year’s events and request for funding, this year’s request is to assist with the expenses associated with hosting 5 Downtown Live events and 3 ArtWalk events in the downtown district. The DDA has raised and has pledges from private donations, sponsorships, and vendors in the amount of approximately \$27,000, and continues to solicit others.		
The DDA has a new website www.jasperdowntownlive.com and has hired a social media company to promote the downtown events. He went on to say the DDA is expecting the total cost for all 5 events to reach \$45,000. Mr. Callahan requested \$25,000 for the Jasper Downtown Live events and \$3,000 for the ArtWalk events. Councilmember Looney asked if the cost included any police and sanitation. Mr. Callahan said that it is part of the in-kind from the city that they will be asking for and that is not included in the requested figures, which is on a separate budget. Councilmember Raffield stated that the committees will be meeting with the city manager and police and fire chief on road closures, so the DDA will not have those figures until the city determines at the department level what is needed. Mayor Lawrence stated that with this being the second year of having events the DDA may need more than what they are asking for, the DDA spent almost \$60,000 last year. Mr. Callahan said that they are continuing to find sponsors. Councilmember Proctor asked why the DDA is asking for funds to support someone who is marketing downtown events when tax dollars are dedicated toward marketing with our designated marketing organization, the Chamber of Commerce. Mr. Callahan said that Chairwoman Leake has met with the Chamber, and they are partnering together to promote on the radio station and a few other places, the chamber recently provided posters for the event. Councilmember Proctor asked if he had an idea of what funds the DDA would be getting from the Chamber. Mr. Callahan said he is not exactly sure because they are going to meet again to see what funds they will have. Mr. Callahan said the biggest expense is the stage and production. Councilmember Proctor asked the City Manager if this is in line with the recent Administration Policy on promoting Economic Development. Ms. James said yes. Ms. Jammes addressed Mr. Callahan, your original request was for \$28,700, the amount that you have brought before us is \$28,000, we need to be specific with City Council when asking for a figure if they approve \$28,000, the DDA cannot come back and need \$28,700. She listed the amounts that were originally brought before her, \$25,000 for Downtown Live, \$3,000 for Art Walk, and \$700 to maintain the DDA website. Ms. Jammes stressed the importance of the Council voting on a specific amount. She stated that \$20,000.00 was budgeted out of the general fund for this year. Councilmember Proctor asked if last year the Art Walk was completely funded indirectly with hotel tax through PACA (Pickens Arts & Cultural Alliance), and he recognized Angela Reinhardt. Mrs. Reinhardt stated that PACA is increasing the amount to \$2,000 per event, last year PACA funded \$1,000 for each event, and DDA funded \$1,200 per event, so this would be a decrease from what was funded by DDA last year. Mr. Dunn with the DDA asked if anyone had questions for him about the Art Walk. Councilmember Raffield stated that he is a member that serves on the DDA board, and the body is still learning, this is the second year holding events, once they have the in-kind numbers, they will provide them to the elected and next year they will request funding at Budget time. Mayor Lawrence asked Mr. Callahan what is the official amount that DDA is requesting. Mr. Callahan said \$28,700.		
CONCLUSION:		

Mayor Lawrence called for a motion to approve the funding of Downtown Live events, Art Walk and Website in the amount of \$28,700.00. Councilmember Raffield made a motion to approve. Councilmember Foust provided a second. The motion to approve passed unanimously.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Approved	N/A	N/A

AGENDA ITEM: Committee Reports

DISCUSSION:
 The council provided a brief update. No action was taken from the committee reports.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A	N/A	N/A

AGENDA ITEM: Executive Session-Real Estate & Legal

Mayor Lawrence called for a motion to enter Executive Session for Real Estate & Legal. Councilmember Raffield made a motion. Councilmember Proctor provided a second. The motion passed unanimously.
 Mayor Lawrence at 7:53 PM called for a motion to enter back into the Regular Council Meeting. Councilmember Raffield made a motion to enter back into the regular council meeting. Councilmember Looney provided a second. The motion passed unanimously.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
N/A	N/A	N/A

AGENDA ITEM: Adjourn **PRESENTER:** Mayor Steve Lawrence

DISCUSSION:
 Mayor Lawrence called for a motion to adjourn.

CONCLUSION:
 Councilmember Raffield made a motion to adjourn the meeting. Councilmember Looney provided the second. The motion to approve passed unanimously. Mayor Lawrence adjourned the meeting.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Adjourn	N/A	N/A



 Mayor



 City Clerk