

**City of Cumming  
Work Session Agenda  
January 7, 2020**

- I. Meeting Called to Order-Troy Brumbalow, Mayor.
- II. Invocation
- III. Pledge to Flag
- IV. Swearing-In of New Council Member
- V. Consider Agenda for Adoption
- VI. Consider for adoption the following meeting minutes:
  - A. Regular Council Meeting of December 17, 2019
- VII. Acknowledgements, Proclamations, Resolutions, etc.- None
- VIII. Old Business
  - A. Administration
    - 1. Report on Bids- FCHS Parking Lot at City Center
- IX. New Business
  - A. Fairgrounds
    - 1. Admission Prices- Cumming Country Fair & Festival
  - B. Administration
    - 1. Resolution on CID- Carter Patterson
    - 2. Recycling on City Property
    - 3. Appointment to Development Authority and Downtown Development Authority
    - 4. Appointment of Mayor Pro-Tem
    - 5. Re-appointment of Professional Service Providers
    - 6. Re-appointment of Demand Services Providers
    - 7. Rental Agreement Extension- UNG at City Hall
  - C. Utilities
    - 1. Request to Advertise for Bids- Mountain Road and Hwy. 9 Road Improvements
    - 2. Request to Advertise for Bids-Bald Ridge Creek Pump Station
    - 3. Request to Advertise for Bids-Vacuum Trailer for Valve Crew
    - 4. Request to Advertise for Bids-Re-Roof and Re-skin Distribution and Collection Shop Building
- X. Announcements
- XI. Executive Session (If needed)
- XII. Adjourn.

**CITY OF CUMMING  
COUNCIL MINUTES  
WORK SESSION  
January 7, 2020**

**I.** There was a Work Session meeting of the Mayor and Council of the City of Cumming on Tuesday, January 7, 2020, at 6:00 P.M., at City Hall in Cumming, Georgia. The Mayor and all Council Members were properly notified as required by law and all were present. Mayor Troy Brumbalow presided over the meeting and called the meeting to order.

**II. Invocation:** Mayor Brumbalow asked Mr. Phil Higgins to deliver the invocation.

**III. Pledge to the Flag.** Mayor Brumbalow led everyone in the Pledge to the American Flag.

**IV. Swearing-In of New Council Member** Municipal Court Judge Richard Neville swore in newly elected Councilman Joey Cochran.

**V. Consider Agenda for Adoption-** A motion was made by Chad Crane, seconded by Jason Evans, and unanimously passed to adopt the agenda as presented.

**VI. Consider for adoption the following meeting minutes: A. Regular Council Meeting of December 17, 2019:** A motion was made by Linda Ledbetter, seconded by Chad Crane, and unanimously passed to approve the minutes of the Regular Council Meeting of December 17, 2019 as presented.

**VII. Acknowledgements, Proclamations, Resolutions, etc. -None**

**VIII. Old Business A. Administration: 1. Report on Bids- FCHS Parking Lot at City Center** City Administrator Phil Higgins stated that during the last Council Meeting of 2019 bids were presented for the FCHS Parking Lot at the City Center. The Council voted to reject all bids and have Mayor Brumbalow negotiate with the two lowest bidders. Due to the responses received, the City Administrator recommended leaving the bids rejected and instead to send out a Request for Proposals (RFP) for this project. A motion was made by Linda Ledbetter, seconded by Chad Crane, and unanimously passed to reject the bids for the FCHS Parking Lot at the City Center and send Requests for Proposals (RFP).

**IX. New Business A. Fairgrounds 1. Admission Prices-Cumming Country Fair & Festival-** Fairgrounds Director Tracy Helms presented a proposal to increase the admission price for the Fair in October from \$7 to \$10 and to discontinue charging for parking. Their study concluded that \$263,667.49 in additional revenue could have been

collected over a three-year period. The Council requested to make their decision at the January 21, 2020 Council Meeting.

**B. Administration 1. Resolution on CID- Carter Patterson** Mr. Carter Patterson, representing the Forsyth County Chamber, presented information on the City creating a Community Improvement District. The CID is a well-established and valuable economic development tool that empowers non-residential property owners in cooperation with state, municipal and county governments to pursue infrastructure and beautification projects that enhance property values and the desirability of the area. To participate in the Project 50% of the businesses and 75% of the value of the parcels to be included in the District must sign on. The City is being asked to send a resolution requesting the Forsyth County Legislative Delegation to amend the Forsyth County Community Improvement District Act to include language enabling the City of Cumming to consider future CID creation initiatives within the legal boundaries of the City of Cumming. A motion was made by Christopher Light, seconded by Chad Crane, and unanimously passed to approve the language of the Resolution as presented to participate in the Community Improvement District.

**2. Recycling on City Property-** Mayor Brumbalow requested City Administrator Phil Higgins to investigate the costs of starting a recycling program in City-owned buildings, as recommended in a presentation by local elementary students last year.

**3. Appointment to Development Authority and Downtown Development Authority** Mayor Brumbalow stated that Mrs. Pam Cape, a City of Cumming resident, has requested to be a member of the Development Authority and Downtown Development Authority. A motion was made by Christopher Light, seconded by Chad Crane, and unanimously passed to appoint Mrs. Pam Cape to the Development Authority and Downtown Development Authority.

**4. Appointment of Mayor Pro-Tem** Mayor Brumbalow recommended appointing Councilman Christopher Light as Mayor Pro-Tem of the City Council. A motion was made by Chad Crane and seconded by Jason Evans to appoint Councilman Christopher Light as Mayor Pro-Tem. The motion carried 4-0 with Councilman Light recused.

**5. Re-appointment of Professional Services Providers** City Administrator Phil Higgins presented the Mayor and City Council a list of the Professional Services Providers used by the City for its professional services for 2020:

- 1. Miles, Hansford & Tallant- City Attorney and Legal Services**
- 2. Leroy, Cole and Stephens- City Auditor**
- 3. Civil Engineering Consultants, Inc.- Utilities Engineer**
- 4. Foresite Group- Civil Engineer and Secondary: Moreland Altobelli**
- 5. Michael Delaney- Easement Acquisition Specialist.**

A motion was made by Linda Ledbetter, seconded by Christopher Light, and unanimously passed approving the list of Professional Service Providers.

**6. Re-appointment of Demand Services Providers** City Administrator Phil Higgins presented the Mayor and City Council a list of Demand Services Providers for 2020 that the City uses on emergency situations or when time is of the essence. These included:

- 1. Cumming Development Construction-General Repair and Construction**
- 2. Jimmy Ray Brown Concrete-Concrete and Street Repair.**
- 3. Townley Construction Company, Inc.- Sewer Repair**
- 4. Bobby Amos, Inc.- Water Repair (Small Scale)**
- 5. Jasper Grading and Pipeline, Inc.- Water Repair (Large Scale)**
- 6. Watson Landscaping- Secondary: Landscape Specialty and Design.**

A motion was made by Chad Crane, seconded by Christopher Light, and unanimously passed approving the list of Demand Services Providers for 2020.

**7. Rental Agreement Extension- UNG at City Hall** City Administrator Phil Higgins explained that the University of North Georgia has requested an extension of the current rental agreement between the City of Cumming and the University of North Georgia for the occupancy of the forth floor of Cumming City Hall. The existing agreement is set to expire on June 30<sup>th</sup>, 2020. The proposed extension will extend the agreement until June 30<sup>th</sup>, 2025 with annual renewals. The terms of the agreement will remain the same as the existing agreement with no change to the annual rent amount of \$125,000.00. The only change will be an increase in utilities cost to UNG from \$3,345 monthly to \$3,600 monthly. After reviewing the proposed agreement, it is my recommendation to approve the proposed

rental agreement with UNG stated Higgins. A motion was made by Chad Crane, seconded by Jason Evans, and unanimously passed to approve the rental agreement with UNG.

**C. Utilities 1. Request to Advertise for Bids- Mountain Road and Hwy. 9 Road**

**Improvements:** The Department of Utilities requested advertise for an RFP for the Mountain Road Turning Lane into the Distribution Shop. The Mountain Road entrance into the Distribution Shop would be much safer option for loaded Water Distribution and Wastewater Collection trucks with trailers to enter and exit the facility. The Georgia DOT has agreed to construct a northbound passing lane on Highway 9 (Dahlonega Highway) at Mountain Road to allow vehicles to pass around vehicles stopped to make a left turn on Mountain Road. A motion was made by Christopher Light, seconded by Chad Crane, and unanimously passed to authorize the Department of Utilities to advertise for an RFP for the Mountain Road and Hwy. 9 Road Improvements.

**2. Request to Advertise for Bids-Bald Ridge Creek Pump Station:** The Department of Utilities requested to advertise for a RFP for the Bald Ridge Creek Wastewater Pump Station Replacement. Jon Heard explained that the Baldridge Creek Wastewater Pumping Station is at or slightly above the design capacity. This station receives flow from many developments along Freedom Parkway including flow from Kroger, Ingles, and the new Walmart development along Highway 369. Also, this station receives from approximately 4,000 homes and apartments, and several restaurants. This project is a 2020 budgeted project. A motion was made by Linda Ledbetter, seconded by Jason Evans, and unanimously passed to authorize the Department of Utilities to advertise for an RFP for the Bald Ridge Creek Wastewater Pump Station Replacement.

**3. Request to Advertise for Bids-Vacuum Trailer for Valve Crew:** The Department of Utilities requested to advertise for bids a Vacuum Trailer to clean and exercise water and sewer valves. Jon Heard explained that the Valve Maintenance Crew has successfully exercised hundreds of water valves in our system. Many of these valves are full of mud and silt and need to be cleaned out so that the valve can be operated. This is a 2020 budgeted item. A motion was made by Christopher Light, seconded by Jason Evans, and unanimously passed to authorize the Department of Utilities to advertise for bids a Vacuum Trailer for the Valve Crew.

#### **4. Request to Advertise for Bids- Re-roof and Re-Skin Distribution and Collection**

**Shop Building:** The Department of Utilities requested to advertise for an RFP to re-roof and re-skin the Water Distribution and Wastewater Collection Shop Building. Jon Heard explained that the existing building was built during the 1970's and has not had any major repairs since that time. A motion was made by Linda Ledbetter, seconded by Chad Crane, and unanimously passed to authorize the Department of Utilities to advertise for an RFP for the Re-roof and Re-skin of the Water Distribution and Wastewater Collection Shop Building.

#### **X. Announcements- none**

**XI. Executive Session** Mayor Brumbalow stated there a need to have Executive Session to discuss pending litigation. A motion was made by Christopher Light, seconded by Jason Evans, and unanimously passed to recess into executive session. After a brief executive session, a motion was made by Jason Evans, seconded by Chad Crane, and unanimously passed to reopen the regular meeting.

A motion was made by Jason Evans and seconded by Chad Crane to authorize the Cumming Department of Planning and Zoning to move forward with the process for a City-Initiated Rezoning to Planned Unit Development (PUD) of 55.60 acres located at Veterans Memorial Boulevard and Meadow Drive. Rezoning Application #2018320 by Central Forsyth Properties, LLC was previously heard by the Planning Commission on September 17, 2019 and approved with conditions by the City Council November 6, 2019, and this process would allow the City to consider on a City-Initiated basis the same zoning on that property. The motion carried 4-0 with Councilman Light recused.

**XII. Adjournment:** A motion was made by Linda Ledbetter, seconded by Joey Cochran to adjourn the meeting.

Approved this 21st day of January, 2020.

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**Mayor**

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**Councilmember**

**Councilmember**

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**Councilmember**

**Councilmember**

**Attest:**

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**City Clerk**

**Councilmember**