

## City of Thomasville Council Meeting, June 13, 2022

The Council of the City of Thomasville met in regular session with Mayor Jay Flowers presiding and the following Councilmembers present: Mayor Pro Tem Todd Mobley; Councilmembers Wanda Warren, Terry Scott and Scott Chastain. Also present were the City Manager, J. Alan Carson; City Attorney, Tim Sanders; Assistant City Managers Sheryl Sealy and Chris White; other city staff; citizens and members of the media. The meeting was held in Council Chambers at City Hall, located at 144 East Jackson Street, Thomasville, Georgia.

### **CALL TO ORDER**

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

### **DEVOTION**

Mr. Harris Jackson, Boy Scout Troop #306, gave the Devotion. Mayor Flowers thanked Mr. Harris and reported this action was required for Mr. Harris to obtain his Boy Scout Communications Badge.

### **PLEDGE OF ALLEGIANCE**

Mayor Pro Tem Mobley led the Pledge of Allegiance.

### **APPROVAL OF MINUTES**

Mayor Pro Tem Mobley motioned to approve the City Council Regular Meeting Minutes of May 23, 2022. Councilmember Warren seconded. There was no further discussion. The motion passed 5-0, with the following votes recorded:

AYES: Flowers, Mobley, Warren, Scott and Chastain.

### **RECOGNITIONS**

City Manager Carson recognized the following City of Thomasville Employees and/or Departments for receiving the following awards:

1. Government Finance Officers Association: *Certificate of Achievement for Excellence in Financial Reporting*. The Government Finance Officers Association of the United States and Canada (GFOA) has awarded the Certificate of Achievement for Excellence in Financial Reporting to the City of Thomasville for its annual comprehensive financial report for the fiscal year ending December 31, 2020. The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management. City Manager Carson commended the Financial Department for receiving this award for 19 consecutive years.
2. Georgia Association of Water Professionals: *Platinum Award – Safe Drinking Water*. The City of Thomasville's Water Treatment Plant was recently recognized by the Georgia Association of Water Professionals (GAWP) for operating with perfection during 2021. For this achievement, the Water Treatment Plant received a Platinum Award by GAWP in recognition of a full year of meeting or exceeding compliance standards with all Safe Drinking Water Act requirements. City Manager Carson commended the Water Department for receiving this award for five consecutive years.

### **CITIZENS TO BE HEARD**

Mayor Flowers acknowledged there were no citizens to be heard as listed on the Citizens to be Heard Sign In Sheet.

### **ADOPT AGENDA**

Councilmember Scott motioned to adopt the agenda as presented. Councilmember Chastain seconded. There was no further discussion. The motion passed 5-0, with the following votes recorded:

AYES: Flowers, Mobley, Warren, Scott and Chastain.

### **OLD BUSINESS**

#### **Consider two separate ordinances to demolish unfit structures as listed.**

Executive Director of Inspections & Engineering, Mark Harmon, reported there were no changes or communication efforts made by citizens or owners of the properties since the first reading and passage of the two ordinances to demolish the unfit structures located at 235 Second Avenue and 807 North Stevens Street during the May 23, 2022 City Council Meeting.

1. Second reading of an ordinance to demolish the unfit structure located at 235 Second Avenue.
2. Second Reading of an ordinance to demolish the unfit structure located at 807 North Stevens Street.

Councilmember Chastain motioned to order the ordinance to demolish the unfit structure located at 235 Second Avenue as read for the second time, passed and adopted, as presented. Councilmember Scott seconded. There was no further discussion. The motion passed 5-0, with the following votes recorded:

AYES: Flowers, Mobley, Warren, Scott and Chastain.

The ordinance read for the first time, passed and carried over follows.

AN ORDINANCE TO PROVIDE FOR THE DEMOLITION OF THE STRUCTURE LOCATED AT 235 SECOND AVENUE, THOMASVILLE, GEORGIA; OWNED BY LLOYD JAMES AUSTIN (EST) c/o LARRY AUSTIN; TO PROVIDE THE EFFECTIVE DATE OF THIS ORDINANCE; TO REPEAL ALL ORDINANCES IN CONFLICT HEREWITH, AND FOR OTHER PURPOSES.

#### **SECTION I**

WHEREAS, pursuant to Sub-section 5-288(c) of the City of Thomasville Municipal Code (the "Code"), the City of Thomasville has previously ordered the owner of the property located at 235 Second Avenue, Thomasville, Georgia; to either repair, alter, improve, or demolish the structure located on the property; and

WHEREAS, the owner of such property has failed to comply fully with such order.

NOW, THEREFORE, BE IT ORDAINED by the Council of The City of Thomasville that the City Manager of the City of Thomasville is hereby authorized and directed to demolish the structure (s) and clean up the property located at 235 Second Avenue, being more particularly described as follows:

All that certain house and lot located in the City of Thomasville, Thomas County, Georgia, described as follows:

All those certain City lots in the City of Thomasville, Thomas County, Georgia, described as Lots numbers 238 and 243 in the E.M. Mallet's "NORMAL SCHOOL ADDITION" to the City of Thomasville, according to a survey made by A.J. Stanaland, County Surveyor, Thomas County, Georgia, dated June 2<sup>o</sup>d, 1905, a plat of which is recorded in Bk. "PP", pages 292-293 deed records of Thomas County, Georgia, each of said lots fronting 50 feet on Second A venue,

and running back 100 feet, and said lots lying adjoining to each other, and having erected thereon a frame dwelling house known as number 235 Second A venue.

## SECTION II

BE IT FURTHER ORDAINED that all ordinance of the City of Thomasville in conflict herewith be and the same hereby are repealed for purposes of this ordinance only.

## SECTION III

BE IT FURTHER ORDAINED that the provisions of the ordinance shall not be made a part of the official codified ordinances of the City of Thomasville but shall nevertheless be made a part of the public minutes of the City of Thomasville.

## SECTION IV

This ordinance was introduced and read at the lawful meeting of the Council of the City of Thomasville held May 23, 2022, and read the second time, passed, and adopted on June 13, 2022.

Mayor Pro Tem Mobley motioned to order the ordinance to demolish the unfit structure located at 807 North Stevens Street as read for the second time, passed and adopted, as presented. Councilmember Chastain seconded. There was no further discussion. The motion passed 5-0, with the following votes recorded:

AYES: Flowers, Mobley, Warren, Scott and Chastain.

The ordinance read for the first time, passed and carried over follows.

AN ORDINANCE TO PROVIDE FOR THE DEMOLITION OF THE STRUCTURE LOCATED AT 807 NORTH STEVENS STREET, THOMASVILLE, GEORGIA; OWNED BY ANNIE WADE; TO PROVIDE THE EFFECTIVE DATE OF THIS ORDINANCE; TO REPEAL ALL ORDINANCES IN CONFLICT HERewith, AND FOR OTHER PURPOSES.

## SECTION I

WHEREAS, pursuant to Sub-section 5-288(c) of the City of Thomasville Municipal Code (the "Code"), the City of Thomasville has previously ordered the owner of the property located at 807 North Stevens Street, Thomasville, Georgia; to either repair, alter, improve, or demolish the structure located on the property; and

WHEREAS, the owner of such property has failed to comply fully with such order.

NOW, THEREFORE, BE IT ORDAINED by the Council of The City of Thomasville that the City Manager of the City of Thomasville is hereby authorized and directed to demolish the structure (s) and clean up the property located at 807 N Stevens, being more particularly described as follows:

All that certain house and lot located in the City of Thomasville, Thomas County, Georgia, described as follows:

All that tract or parcel of land situate, lying and being in the City of Thomasville, Thomas County, Georgia, and more particularly described as follows: BEGINNING at a point on the southwest margin of North Stevens Street forty-five ( 45) feet and ten (10) inches southeasterly from the point of intersection of the southeast margin of Lewis Alley with the southwest margin of North Stevens Street and running thence southwesterly, parallel with the southeast margin

of Lewis Alley, one hundred (100) feet; thence northwesterly, parallel with the southwest margin of North Stevens Street, forty-five ( 45) feet and ten ( 10) inches to the southeast margin of Lewis Alley; thence southwesterly along the southeast margin of Lewis Alley sixty (60) feet; thence southeasterly, parallel with the southwest margin of North Stevens Street, ninety-seven (97) feet and four (4) inches to a point; thence northeasterly, parallel with the southeast margin of Lewis Alley, one hundred sixty (160) feet to the southwest margin of North Stevens Street; thence northwesterly along the southwest margin of North Stevens Street fifty-one (51) feet and six (6) inches to the point of beginning.

## SECTION II

BE IT FURTHER ORDAINED that all ordinance of the City of Thomasville in conflict herewith be and the same hereby are repealed for purposes of this ordinance only.

## SECTION III

BE IT FURTHER ORDAINED that the provisions of the ordinance shall not be made a part of the official codified ordinances of the City of Thomasville but shall nevertheless be made a part of the public minutes of the City of Thomasville.

## SECTION IV

This ordinance was introduced and read at the lawful meeting of the Council of the City of Thomasville held May 23, 2022, and read the second time, passed, and adopted on June 13, 2022.

## NEW BUSINESS

### **Resolution to submit an application for a FY2023 Transportation Alternatives Program (TAP) Grant for additional funding for the Old Albany Road Sidewalk Project and to authorize the Mayor to sign necessary and related documents.**

Project Manager, Eve Geyer reported the Transportation Alternatives Program (TAP) is a federally funded grant program administered by the Georgia Department of Transportation (GDOT) and authorized under the Fixing America's Surface Transportation (FAST) Act. It authorizes funding to programs and projects defined as transportation alternatives, including on-and off-road pedestrian and bicycle facilities; infrastructure projects for improving non-driver access to public transportation, enhanced mobility; recreational trail projects; and safe routes to school projects. The TAP is a reimbursement program with federal money paying 80% of the authorized funds and the local match being 20% (80/20 split). In FY2020, the city received a total of \$775,000 (80/20 split applies) for preliminary engineering costs associated with the construction of a sidewalk on Old Albany Road between North Boulevard and Plantation Oaks Drive. Then on June 28, 2021, City Council authorized a resolution to pursue FY2022 TAP funding for the necessary right-of-way acquisition, and we were awarded that in the amount of \$240,000 (80/20 split applies). Subsequently, the city received a Detailed Cost Estimate for right-of-way costs for \$500,000. Therefore, the city would like to request additional right-of-way funding from the TAP program and submit a FY2023 TAP application for \$260,000.

Mayor Pro Tem Mobley motioned to approve the resolution as presented. Councilmember Warren seconded. Councilmember Scott inquired if the funding would only be used for Right of Way acquisitions for this project. Project Manager Geyer confirmed it would. There was no further discussion. The motion passed 5-0, with the following votes recorded:

AYES: Flowers, Mobley, Warren, Scott and Chastain.

The approved resolution follows.

## RESOLUTION

STATE OF GEORGIA  
COUNTY OF THOMAS

WHEREAS, at the regular meeting of the City of Thomasville of Thomasville, Georgia held on the 13<sup>th</sup> day of June, 2022, a motion was made and duly seconded that the Mayor and Council Members of the City of Thomasville, Georgia authorized submission of a FY2023 Transportation Alternatives Program (TAP) grant application to the Georgia Department of Transportation for funding from the Federal Highway Administration, Fixing America's Surface Transportation (FAST) Act; and

WHEREAS, the Mayor and Council Members of the City of Thomasville, Georgia, find that the program is necessary and desirable in order to improve pedestrian safety and provide more facilities for non-motorized transportation on Old Albany Road (BUS 84); and

WHEREAS, the Transportation Alternatives Program is a reimbursement program that provides funding assistance for projects with a minimum cost of one million (\$1,000,000) dollars.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council Members of the City of Thomasville, Georgia, that:

The City Manager of the City of Thomasville, Georgia, or his/her successor, is hereby authorized to submit to the Georgia Department of Transportation a FY2023 Transportation Alternatives Program grant application and such supporting and collateral material as shall be necessary.

SO DONE, this 13th day of June, 2022.

**Resolution to reallocate remaining CARES Act Community Program Funds.**

Grants Administrator, Pam Schalk reported that in 2021 the City of Thomasville requested proposals to support local, community-based organizations that assist Thomasville residents with necessary expenditures that were incurred due to the public health emergency with respect to the COVID-19 pandemic. The Center for Outreach Training (COTC) was awarded funding for assistance to households experiencing the negative economic impacts related to job loss, lay-offs, and other COVID related hardships. Administrator Schalk further reported the CARES ACT Community Program Outcomes as follows:

376	Total applicants
103	Households assisted
213	Referrals for other services
\$115,171.98	Assistance provided

**TYPE OF ASSISTANCE**

49%	Rental Assistance
36%	Utility Assistance

**REASONS FOR APPLICATION DENIAL**

34%	Not COVID Related
23%	Outside the City Limits

Administrator Schalk requested that Council reallocate the remaining \$84,000.00 in CARES Act Community Program funds to the Center for Outreach Training as a revolving fund to be used to support the FY 2022 Emergency Solutions Grant Program applications.

Councilmember Scott motioned to approve the resolution to reallocate the remaining CARES Act Community Program Funds, as presented. Councilmember Warren seconded. There was no further discussion. The motion passed 5-0, with the following votes recorded:

AYES: Flowers, Mobley, Warren, Scott and Chastain.

The approved resolution follows.

## RESOLUTION

A RESOLUTION by the Council of the City of Thomasville, Georgia, to authorize reallocation of the FY 2021 CARES Act Community Program funds.

WHEREAS, the Council of the City of Thomasville, Georgia, find that the program is necessary and desirable in order assist residents experiencing homelessness in the City of Thomasville, Georgia and surrounding communities; and

WHEREAS, the Council of the City of Thomasville, Georgia, desire funds be allocated to provide assistance to the Community Outreach Training Center to help address homelessness in the community; and

WHEREAS, the Council of the City of Thomasville, Georgia, desires to reallocate funding from the FY 2021 CARES Act Community Program to support homeless prevention programs; and

NOW THEREFORE BE IT RESOLVED by the Mayor and Council Members of the City of Thomasville, Georgia, that the remaining \$84,000.000 from the CARES Act Community Program be reallocated to the Community Outreach Training Center as a revolving fund for the Emergency Grant programs.

PASSED, APPROVED, AND ADOPTED by the Council of the City of Thomasville, Georgia on this, the 13<sup>th</sup> day of June, 2022.

### **Approval of the City of Thomasville's Grants Policy and Procedures.**

Grants Administrator, Pam Schalk reported in 2019 the City of Thomasville hired a grants administrator to secure and have oversight for financial and administrative grants awarded to the City of Thomasville. This position requires the administrator to work closely with each department to prepare project proposals, develop budgets, and submit applications in a timely manner. The City is responsible for all requirements outlined in the subsequent grant award agreements including meeting all state and federal regulations. The objective of the Grant Policy & Procedures are as follows: 1. Establish internal controls to ensure compliance with local, state and federal rules and regulations; and, 2. Ensure procedural consistency (Procurement Policy, Financial Policy, Comprehensive Plan, etc.)

Councilmember Warren motioned to approve the City of Thomasville's Grants Policy and Procedures as presented. Councilmember Chastain seconded. There was no further discussion. The motion passed 5-0, with the following votes recorded:

AYES: Flowers, Mobley, Warren, Scott and Chastain.

### **Motion to approve renewal of Local Option Sales Tax Agreement with Thomas County and authorize the Mayor to sign necessary and related documents.**

City Manager, J. Alan Carson reported in 1992 the voters of Thomas County approved by referendum a joint county and municipal Local Option Sales Tax (LOST). Every ten years, Thomas County is responsible for the commencement of LOST negotiations between the municipalities of Thomas County. Renewal of the LOST requires the approval of Thomas County and all seven municipalities, in addition to submitting a certification of renewal to the Georgia Department of Revenue. If the distribution certificate is not received by July 19<sup>th</sup>, the local governments must enter into arbitration for the negotiations process; if an agreement is not reached in a timely manner, the LOST is

repealed and requires voter approval by referendum to reinstate. It was noted the two primary purposes of the LOST are to provide property tax relief and fund critical services. Since 1992 LOST has been dedicated to funding the following services by fixed percentages:

- 21.0% to the City of Thomasville for county-wide recreation services by the YMCA
- 12.0% to Thomas County Commissioners for county-wide library services
- 4.5% to Thomas County for county-wide animal control by the Humane Society
- 2.5% to the City of Thomasville for county-wide economic development

Other services supported by LOST funding include emergency management, drug squad, county roads, and jail-justice center maintenance. At its regular May 24<sup>th</sup> meeting, the Thomas County Board of Commissioners adopted a resolution calling for the renewal of the LOST with the following distribution:

City of Barwick	0.3360%
City of Boston	1.5000%
City of Coolidge	0.6600%
City of Meigs	1.1500%
City of Pavo	0.5457%
City of Ochlocknee	0.6319%
City of Thomasville	41.3782%
Thomas County	53.7982%

City Manager Carson requested Council approve the renewal of the Local Option Sales Tax Agreement with Thomas County and authorize the Mayor to sign necessary and related documents.

Councilmember Chastain motioned to approve the renewal of LOST as presented and to authorize the Mayor's signature on all necessary and related documents. Councilmember Scott seconded. There was no further discussion. The motion passed 5-0, with the following votes recorded:

AYES: Flowers, Mobley, Warren, Scott and Chastain.

#### **Approval of the City of Thomasville's Procurement Policy.**

Chief Financial Officer, Ashley Cason reported the City of Thomasville's Purchasing Department was established to uphold the City's commitment to the public trust through proactive, consolidated and standardized procurement methods. The Purchasing Department's primary goal is to procure the right product/service at the right price at the right time from the right supplier. A Procurement policy helps clarify the goals of the City and the Purchasing Department by providing guidance to staff on how to carry out the purchasing function. The objective of this policy is to consider cost, quality, timeliness while accomplishing social and economic objectives, maximizing competition and maintaining integrity and transparency. While the City does currently have a procurement policy in place, there is a need to update the policy. Following a review of the policy and suggested changes by executive staff and the Purchasing Department, some of the changes and additions to the policy included change in the approval of dollar thresholds; Procurement (P-card) cards; Suspension and Debarment; Environmentally Preferable Procurement; Minority, Women Owned and Disadvantage Small Business Preference; Local and State and Preference; and, Policy for Disposal of Assets. Following feedback provided by Council at the June 8<sup>th</sup> Workshop, language/amendments were assessed for the following areas: added verbiage that reflects suspension and/or debarment; and, added verbiage that has a scorecard of vendors/contractors following the completion of a project.

Councilmember Warren motioned to approve the City of Thomasville's Procurement Policy as presented. Mayor Pro Tem Mobley seconded. There was no further discussion. The motion passed 5-0, with the following votes recorded:

AYES: Flowers, Mobley, Warren, Scott and Chastain.

#### **Approval of the Proposed Budget Calendar for the 2023 Budget Year.**

Chief Financial Officer, Ashley Cason reported as a part of the City's newly adopted Financial Policies, the City has developed a budget calendar that details the scheduled dates for when the budget is presented to the Mayor and Council as well as any called public meetings to discuss the proposed budget and citizen input. The budget calendar encompasses the next six months. The schedule includes pivotal events such as the Annual Council Retreat where Councilmembers provide the staff with clear direction and goals for the upcoming year. The calendar also includes the Proposed Budget meeting, Public Hearing, and the official expected date of budget adoption by Council. It was noted that this marks the inaugural adoption of an annual budget calendar adoption by Council.

Councilmember Scott motioned to adopt the 2023 Annual Budget Calendar as presented. Mayor Pro Tem Mobley seconded. There was no further discussion. The motion passed 5-0, with the following votes recorded:

AYES: Flowers, Mobley, Warren, Scott and Chastain.

The adopted 2023 Annual Budget Calendar follows.

**CITY OF THOMASVILLE  
2023 ANNUAL BUDGET CALENDAR**

June 13, 2022	Present Budget Calendar to City Council for Adoption
August 2022	Annual Council Retreat
July - August 2022	Budget preparations: Internal service allocations, Vehicle & Equipment Requests, Revenue Projections, etc.
August 1st 2022	FTE, promotion and new position requests
August 29st 2022	Distribution of budget request worksheets
September 23th 2022	Budget requests returned
October 3rd - October 28, 2022	Analyze department requests and assemble budget requests, compare with revenue estimates & compile the budget document
November 14, 2022	Proposed Budget Meeting for Mayor and Council
November 28, 2022	Advertise for Public Hearing
December 5, 2022	Conduct Public Hearing
December 12, 2022	City Council Adopts Budget
January 1, 2023	Budget is Effective

**Approval of Thomasville Fire Rescue Fee Schedule.**

Fire Chief, Tim Connell reported Thomasville Fire Rescue is committed to providing a service to this community by offering fire and life safety education to the schools along with numerous community events. Thomasville Fire currently has no fee schedule, and with no fire tax, it is becoming more difficult to continue to provide these services with no funds coming in to assist with the cost of materials, and training. The State of Georgia has adopted a fee schedule which can be found in Title 25 Georgia Fire Laws and Regulations Annotated, section 25-2-41 Safety Fire Commissioner Fees and Charges. Thomasville Fire feels this already adopted fee schedule by the State Fire Marshal's Office is a good fee schedule that will help meet our needs for funding. Staff also conducted a survey of other municipalities, we had three return our request for fee schedules. Chief Connell noted the Fee Schedule was reviewed at the Public Safety Committee and by Council at earlier meetings respectively.

Mayor Pro Tem Mobley motioned to approve the Thomasville Fire Rescue Fee Schedule as presented. Councilmember Scott Chastain seconded. There was no further discussion. The motion passed 5-0, with the following votes recorded:

AYES: Flowers, Mobley, Warren, Scott and Chastain.

The adopted 2022 Thomasville Fire Rescue Fee Schedule follows.



**EXHIBIT A**  
**2022 Thomasville Fire Rescue Fee Schedule**

**COMMERCIAL PLAN REVIEW WITH SITE INSPECTION FEES**

<b>SERVICE PROVIDED</b>	<b>CURRENT FEE</b>	<b>RECOMMENDED FEE</b>	<b>INFORMATION</b>
Commercial Construction/Renovation Plan Review up to 10,000 square feet, fees are payable in advance as specified in Title 25 section 25-2-4-1	\$0.00	\$150.00 per review	One (1) site inspection is included with this fee, the contractor will be given a list of needed corrections each time
Commercial Construction/Renovation Plan Review over 10,000 square feet, fees are payable in advance as specified in Title 25 section 25-2-4-1	\$0.00	\$.015 per square foot	One (1) site inspection is included with this fee, the contractor will be given a list of needed corrections each time
Commercial Second site inspection. Payment required prior to inspection.	\$0.00	\$150.00	This will be the second inspection.
Commercial Third, and each subsequent, site inspection. Payment required prior to inspection.	\$0.00	\$220.00	This is for the third, and each subsequent site inspection.

**FIRE SPRINKLER/FIRE ALARM PLAN REVIEW WITH SITE INSPECTION FEES**

<b>SERVICE PROVIDED</b>	<b>CURRENT FEE</b>	<b>RECOMMENDED FEE</b>	<b>INFORMATION</b>
Fire Sprinkler Plan Review. Payment required prior to review	\$0.00	\$150.00 per review	One (1) site inspection is included with this fee, to verify that it is NFPA 13 compliant, the contractor will be given a list of corrections if needed each time
Fire Sprinkler Second and each subsequent site inspection. Payment required prior to review	\$0.00	\$220.00	A list of corrections will be given to the contractor upon completion of every inspection
Fire Alarm Plan Review. Payment required prior to review	\$0.00	\$150.00 per review	One (1) site inspection is included with this fee including a Time Test which is required by NFPA 72 National Fire Alarm and Signaling Code, a list of corrections if needed
Fire Alarm Second and each subsequent site inspection. Payment required prior to inspection	\$0.00	\$220.00	A list of corrections will be given to the contractor upon completion of every inspection

*(Fee schedule continues on following page.)*

**HOOD SUPPRESSION LIGHT TEST ALONG WITH PROTECTIVE WRAP**

<b>SERVICE PROVIDED</b>	<b>CURRENT FEE</b>	<b>RECOMMENDED FEE</b>	<b>INFORMATION</b>
Hood suppression systems consisting of, pop off test, fresh air cut off, fuel shutdown. Payment required prior to testing	\$0.00	\$150.00	Required by NFPA 96 Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations, a list of corrections to the contractor if needed
Hood suppression systems consisting of, pop off test, fresh air cut off, fuel shutdown second and subsequent test performed Payment required prior to testing	\$0.00	\$220.00	A list of corrections will be given to the contractor upon completion of every inspection
Hood Exhaust system consist of light test, first and second protective wrap. Payment required prior to testing	\$0.00	\$150.00	Required by International Mechanical Code Chapter 5, a list of corrections to the contractor if needed
Hood Exhaust system second and subsequent light test with first and second wrap. Payment required prior to testing	\$0.00	\$220.00	A list of corrections will be given to the contractor upon completion of every inspection

**AFTER HOURS SITE INSPECTION & FIRE DRILL FEES**

<b>SERVICE PROVIDED</b>	<b>CURRENT FEE</b>	<b>RECOMMENDED FEE</b>	<b>INFORMATION</b>
After hour site Inspection Fees Payment required prior to inspection (upon request and Fire Marshal approval)	\$0.00	\$150.00	On occasions an Inspector has to come in after hours to perform a site inspection to assist with re-opening a business
After hour Fire Drill performance testing Payment required prior to testing (upon request and Fire Marshal approval)	\$0.00	\$150.00	A fire alarm performance drills are required with certain occupancies. The request to perform these test range from 19:00 hours up to 23:00 hours
Unfounded Calls	\$20.00	\$20.00	This is for prank calls, these types of calls have decreased significantly since E-911 was established.

*Effective Date: October 1, 2022*

**END EXHIBIT A – 2022 Thomasville Fire Rescue Fee Schedule**

**Approval of Planning & Zoning Fee Schedule.**

City Planner, Kenny Thompson reported that a number of development related fees are charged by the Planning Department in order to recoup a portion of the cost associated each application or request. The Planning Department provides additional services for every application request, including application review, preparation of staff reports, mailed notices to affected neighbors, printed signage, legal advertisements, and legal review. These fees are generally charged to the applicant for the purpose of recovering a portion of the additional cost associated with the review and public noticing process. These fees were last updated in 1987 (HPC), 1995 (P&Z), and 2006 (ARZA). In order to accurately adjust fees assessed by the City of Thomasville to cover the cost of providing our services, staff has reviewed the existing fees as the various costs that are involved in the delivery of the service to customers. In addition, staff has also conducted a survey of other municipalities as additional information to consider. In an effort to update the existing fee schedule for the Planning Department, staff has reviewed all current fees, associated costs (including staff time, legal review, and cost of materials) to deliver services and final survey comparisons. After analyzing all data, the following fee schedule is offered as a final recommendation to City Council for approval. A number of these fees are imbedded in the related ordinances, and will require a text amendment. Once the fee schedule is approved, we intent to bring the related ordinances back to Council for final approval of the text modifications. It was noted that the fee schedule was reviewed by Councilmembers at the prior Council Workshop; at which Council requested amendments as follows: in reference to the Historic Preservation Commission, increase the recommended Certificate of Appropriateness Reviews to reflect \$50 for Admin. Review, \$100 for Minor Review and \$200 Major Review; asses a fee that covers the cost of printing duplicate copies of the HPC Design Guidelines book(s) when requested; and the removal of the Tree and Landscape Committee section of the schedule for further review at a subsequent meeting;

Councilmember Scott motioned to approve the 2022 Planning Department Fee Schedule as presented. Mayor Pro Tem Mobley seconded. There was no further discussion. The motion passed 5-0, with the following votes recorded:  
 AYES: Flowers, Mobley, Warren, Scott and Chastain.

The approved fee schedule follows.

**EXHIBIT A  
 2022 Thomasville Planning Department Fee Schedule**

**BOARD OF ARCHITECTURAL REVIEW AND ZONING APPEALS (ARZA)**

<b>SERVICE PROVIDED</b>	<b>CURRENT FEE</b>	<b>RECOMMENDED FEE</b>	<b>INFORMATION</b>
Variance Request	\$100	\$200 - Residential \$300 - Commercial	Run two Legal Advertisements Mailed notification to adjacent property owners. Approximately 8-10 hours staff review time. \$40 Board member payment per meeting.

**HISTORIC PRESERVATION COMMISSION (HPC)**

<b>SERVICE PROVIDED</b>	<b>CURRENT FEE</b>	<b>RECOMMENDED FEE</b>	<b>INFORMATION</b>
Application for a Certificate of Appropriateness (COA)	\$25*	\$50 Administrative Review \$100 Minor Review \$200 Major Review	Mailed notification to adjacent property owners Staff time varies per complexity of application

*(Fee schedule continues on following page.)*

**PLANNING AND ZONING COMMISSION (P&Z)**

<b>SERVICE PROVIDED</b>	<b>CURRENT FEE</b>	<b>RECOMMENDED FEE</b>	<b>INFORMATION</b>
Map Amendment	\$500*	\$500	Run two Legal Advertisements
Residential Map Amendment	\$150*	\$250	Mailed notification to property owners 400 feet from property line
Text Amendment	\$500*	\$500	Post signage on property
Annexation/Deannexation	-	\$750	Staff time varies per complexity of application
Planned Unit Development PUD	\$750 + postage*	\$1,000	
Modification/Amendment	-	\$500	
Traditional Neighborhood TND	\$500	\$1,000.00	
Modification/Amendment	-	\$500	
Conditional Use	\$150/500	\$100	
Comprehensive Plan Revision	-	\$500	

**MISCELLANEOUS PLANNING DEPARTMENT FEES**

<b>SERVICE PROVIDED</b>	<b>CURRENT FEE</b>	<b>RECOMMENDED FEE</b>	<b>INFORMATION</b>
Zoning Verification Letter	-	\$50	Staff Time
Printed Copy of Comprehensive Plan (one book)	-	\$50	Cost of Printed Materials
Printed Copy of Comprehensive Plan (all three books)	-	\$100	Cost of Printed Materials
Printed Copy of HPC Design Guidelines	-	\$25	Cost of Printed Materials

*\*Fee Determined by Ordinance*

*Effective Date: October 1, 2022*

**REPORTS**

City Manager Carson reported the City's Fee Schedules would be reviewed every year as a part of the budget process.

City Manager Carson noted the City of Thomasville is joining other cities across the country to recognize Waste & Recycling Workers Week, celebrated June 13-18, 2022. Thomasville's week-long recognition will be honoring the City's Solid Waste Department and staff for their hard work and dedication.

City Manager Carson reported the Black History Month Parade originally scheduled for February, rescheduled due to COVID concerns, would take place downtown on Saturday, June 18<sup>th</sup> at 10:00 AM. He encouraged the community to attend the Parade. He also reported the annual Juneteenth Celebration would be held Saturday, at the Douglass Complex; events were slated to begin at 1:00 PM.

Councilmember Warren encouraged the community to join in the celebrations for Black History Month and Juneteenth.

Councilmember Chastain thanked attendees of the South Georgia Ballet performances the previous weekend, and noted the Municipal Auditorium is a great venue for such performances.

Mayor Flowers commended TEAM Thomasville employees and departments for continuing to provide excellent customer service to the Thomasville community.

**ADJOURNMENT**

Having no further business to discuss, the Thomasville City Council Meeting was adjourned at 6:20 PM.

CITY OF THOMASVILLE, GEORGIA

\_\_\_\_\_  
Mayor, John H. Flowers

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ATTEST: City Clerk

[seal]