



Newnan City Council Meeting  
(Unfinished Business-Sine Die)

JANUARY 11, 2022

Newnan City Hall  
Richard A. Bolin Council Chambers  
25 LaGrange Street  
2:30 PM

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**CALL TO ORDER**

**INVOCATION**

**READING OF MINUTES**

A. Minutes from FY2022 Budget Public Hearing Meeting on December 14, 2021

B. Minutes from Regular Meeting on December 14, 2021

**REPORTS ON OPERATIONS BY CITY MANAGER**

**REPORTS AND COMMUNICATIONS FROM MAYOR**

**UNFINISHED BUSINESS**

C. Resolution Certifying the Results for the City of Newnan Municipal Election on November 2, 2021

**MOTION TO ENTER INTO EXECUTIVE SESSION**

**ADJOURNMENT- SINE DIE**

The special meeting of the City Council of the City of Newnan, Georgia was held on Tuesday, December 14, 2021 at 6:00 p.m. in the Richard A. Bolin Council Chambers of City Hall with Mayor Keith Brady presiding.

**CALL TO ORDER**

Mayor Brady called the meeting to order and delivered the invocation. He indicated that the purpose of the meeting was to hold a public hearing for the 2022 budget.

**PRESENT**

Mayor Keith Brady: Council members present: Ray DuBose; George Alexander; Paul Guillaume, Dustin Koritko, and Rhodes Shell. Council member absent: Cynthia E. Jenkins. Also present: City Manager, Cleatus Phillips; Assistant City Manager, Hasco Craver; City Clerk, Megan Shea; Planning Director, Tracy Dunnavant; Public Works Director, Michael Klahr; and City Attorney, Brad Sears.

**PUBLIC HEARING- 2022 BUDGET**

Mayor Brady opened the public hearing.

The City Manager presented the proposed 2022 Budget. Very proud that the City received the Distinguished Budget Award for 2021 from the Government Finance Officers Association for the 32<sup>nd</sup> year in a row. He gave an overview of budget challenges for 2022 including personnel costs and rising salaries, increase in benefit costs, recruiting qualified candidates and increase in fuel costs. With all of these challenges service levels must be maintained and that is a priority.

An overview of the General Fund was given as that is the City's main operating fund. Looking at a 5-year budget trend, there was an increase from \$24 million to just over \$30 million. The budget is balanced and there was no use of reserves and no proposed tax increase. Trends show an increase from 5% to 8.6% change with last year being less due to Covid.

A 5-year history of Revenue was discussed, showing an upward trend and continued conservative approach. Top revenue categories include LOST (Local Option Sales Tax) which is the predominate category surpassing property taxes. Current year 2021 there is a 21% increase in sales tax. Most other categories are up slightly.

Major operating expenses are with employees, wages and benefits make up about 75% with wages being about 47%. Operating expenses make up 20% and capital only 5%. In the last 5 years there has been a 21% increase in wages that was budgeted and 43% increase with benefits. Expenses by function show a large portion of funds on public safety and that is common for local government authorities. Major Operating expenses include contractual services, repairs & maintenance and new vehicles. There are not a lot

of changes except with new vehicles including 8 police vehicles, 4 high mileage vehicles and 1 dump truck. Additionally, Municipal Court Services, website overhaul and professional services for Caldwell Tanks have been included for 2022.

Benefit changes over the past 5 years show increases in insurance after the City went self-funded last year and retirement which will be discussed more next year. Workers Comp is stable and City Manager is proud of that program.

Employee summary was given, showing 6 new employees proposed at around \$266,936 total. Proposed to move starting positions at Pay Grade 9 with minimum salary of \$15.33. This helps the City stay competitive in recruiting. The COLA increase was presented at 3% in the draft budget, \$533,610 total. The City Manager explained that the City continues to have recruitment and retainment issues. There are a lot of cities and counties making drastic salary changes and so the request was made to change from 3% to 5% COLA, which would be an additional \$362,000. The City Manager also requested an adjustment to fuel, increasing it by 15% or just under \$65,000.

Mayor Brady suggested hiring a Construction Manager to help with affordable housing projects, bidding and securing contractors etc. He asked the City Manager how that would work in the budget? The City Manager stated we are limited resource wise with housing, the planning department is already busy. The grade for the position would have to be looked at and whether it would be full-time or contract and benefits. There is also a possibility to use insurance premium tax. There was a discussion as to whether there is enough work for this position to be full-time or should it be contract per unit. City Manager explained that with lots potentially under construction and possible future housing program there would be plenty of work and that will depend on Council.

Council then asked about the City's retention rate. City Manager stated the retention rate is good. The police department gets the most attention and there are usually 4-5 open positions at any time. There are rarely openings in the fire department unless someone retires, the two proposed positions are to balance shifts.

City Manager gave a final overview, all funds combined, the total budget is \$43,920,091. This is a 3% decrease from 2021, mostly contributed to SPLOST 13 which will be exhausted this year.

City Manager would like to get changes out to Council and public with the proposed changes and then an ordinance to be approved in January. This will include the 2 proposed changes (COLA and Fuel) and addition of a construction manager position.

Mayor Brady closed the public hearing.

**ADJOURNMENT**

Motion by Councilman Alexander, seconded by Mayor Pro Tem Shell to adjourn the Special Council meeting at 6:25pm.

**MOTION CARRIED. (7-0)**

\_\_\_\_\_  
Megan Shea, City Clerk

\_\_\_\_\_  
Keith Brady, Mayor

The regular meeting of the City Council of the City of Newnan, Georgia was held on Tuesday, December 14, 2021 at 6:30 p.m. in the Richard A. Bolin Council Chambers of City Hall with Mayor Keith Brady presiding.

**CALL TO ORDER**

Mayor Brady called the meeting to order and delivered the invocation.

**PRESENT**

Mayor Keith Brady: Council members present: Rhodes Shell, George Alexander; Ray DuBose, Cynthia Jenkins, Paul Guillaume and Dustin Koritko. Also present: City Manager, Cleatus Phillips; Assistant City Manager, Hasco Craver; City Clerk, Megan Shea and City Attorney, Brad Sears.

**MINUTES – REGULAR COUNCIL MEETING – NOVEMBER 23, 2021**

Motion by Councilman DuBose, seconded by Councilman Koritko to dispense with the reading of the minutes of the Regular Council meeting on November 23, 2021 and adopt them as presented.

**MOTION CARRIED. (7-0)**

**APPOINTMENT- KEEP NEWNAN BEAUTIFUL, 3 YEAR TERM**

Mayor Brady asked the City Manager to place Councilman Alexander's appointment on the next agenda.

**CITY ATTORNEY**

City Attorney requested a change to the order of agenda items. Item G needs to be swapped with Item H, hearing for alcohol revocation for Race Trac needs to be held before the hearing on the license change.

Motion by Councilman Koritko, seconded by Councilwoman Jenkins to amend the agenda and swap items G and H.

**MOTION CARRIED. (7-0)**

Mayor Brady opened a public hearing on all alcohol beverage license items, items C, D and E. Item F was withdrawn by the applicant. Representatives for all 3 licenses were present and the City Clerk verified that all documents were in order. Mayor Brady closed the public hearings after no one spoke for or against the applications and then the motions were made.

**PUBLIC HEARING – ALCOHOL BEVERAGE LICENSE – CEVICHERIA 05, LLC**

An application for a Retail On Premise (Pouring) Sales of Distilled Spirits, Malt Beverages and Wine License for Cevicheria 05, LLC, 1111 Lower Fayetteville Rd. Ste 300.

Motion by Councilman Guillaume, seconded by Councilman Koritko to approve the application for a Retail On Premise (Pouring) Sales Distilled Spirits, Malt Beverages and Wine License.

**MOTION CARRIED. (7-0)**

**PUBLIC HEARING – ALCOHOL BEVERAGE LICENSE – EXCLUSIVE 004, INC DBA CHEVRON**

An application for a Retail On Premise (Package) Sales of Malt Beverages and Wine License for Exclusive 004, Inc dba Chevron, 24 Bullsboro Dr.

Motion by Mayor Pro Tem Shell, seconded by Councilman Koritko to approve the application for a Retail On Premise (Package) Sales Malt Beverages and Wine License.

**MOTION CARRIED. (7-0)**

**PUBLIC HEARING – ALCOHOL BEVERAGE LICENSE – RED ROBIN**

An application for a Retail On Premise (Pouring) Sales of Distilled Spirits, Malt Beverages and Wine License for Red Robin, 202 Newnan Crossing Bypass.

Motion by Councilman Guillaume, seconded by Councilman Koritko to approve the application for a Retail On Premise (Pouring) Sales Distilled Spirits, Malt Beverages and Wine License.

**MOTION CARRIED. (7-0)**

**PUBLIC HEARING – ALCOHOL BEVERAGE LICENSE – WAYPOINT WATERCREST, SL, LLC**

Application withdrawn.

**HEARING REGARDING CITY OF NEWNAN CODE OF ORDINANCES, ARTICLE V, SECTION 3-110, ALCOHOLIC BEVERAGES, ACTION FOR SUSPENSION OR REVOCATION OF BEVERAGE LICENSE #B-7150 RACE TRAC PETROLEUM DBA RACE TRAC; SUSAN AVIES, LICENSEE**

City Attorney explained that the change to the license representative was already in the works. He introduced Kyle Baker, representation for Race Trac at 2901 Newnan Crossing

Blvd. Deputy Smith was not present to testify but an employee did on July 23, 2021 at 11:48pm sell alcohol to an underage Deputy of the Coweta County Sheriff's Department. Deputy Smith had filmed the transactions at the time, no drivers license was asked for during the sale.

Kyle Baker with Taylor English spoke. He stated that Kortney Lasocha (General Manager) and Nicole Heller (new proposed licensee) were present. The current licensee, Susan Avies was not present due to illness. Mr. Baker explained that there is no contest to what occurred. The employee was in good standing and had no prior history of underage sales. Race Trac investigated and then terminated the employee per their policies.

Race Trac already had policies in place prior to this incident, prohibiting sales to underage people and intoxicated people. Employees are tested on these policies and required to attending training, signed copies are kept on file and all employees are re-trained quarterly. This location then took additional steps after the incident and now has an ID everyone policy. They have also implemented a customer mystery shop program, if customer is not asked for ID and they notify management they will receive a free drink.

Motion by Councilman Guillaume, seconded by Councilman Alexander for one-week license suspension and 3-month probation.

**MOTION CARRIED. (7-0)**

Motion by Councilman Alexander, seconded by Councilman Guillaume for week suspension to begin Thursday (12/16/21) and end the following Thursday (12/23/21).

**MOTION CARRIED. (7-0)**

**PUBLIC HEARING – ALCOHOL BEVERAGE LICENSE – RACE TRAC**

Mayor Brady open a public hearing on the application for a Retail On Premise (Package) Sales of Malt Beverages and Wine License for Race Trac, Inc dba Race Trac, 2901 Newnan Crossing Blvd.

A representative of applicant was present for the hearing. No one spoke for or against the application. Mayor Brady closed the public hearing. The City Clerk advised that all the documentation had been received and everything was in order.

Motion by Councilman Dubose, seconded by Councilman Koritko to approve the application for a Retail On Premise (Package) Sales Malt Beverages and Wine License.

**MOTION CARRIED. (7-0)**

**NEWNAN POLICE DEPARTMENT AWARDED THE STATE OF GEORGIA  
CERTIFICATION BY THE GEORGIA ASSOCIATION OF CHIEFS OF POLICE**

Chuck Grover with the Georgia Association of Chiefs of Police, coordinator of Certification Program, wanted to recognize the Newnan Police Department for their recertification. The department has chosen to meet 141 standards set by the State. These standards help them be the best they can be. Mr. Grover presented a plaque to Police Chief Blankenship.

Mr. Grover then recognized Sgt. Brian Hodges for leading this program, to make sure the department got recertified. Sgt. Hodges was presented with a Certificate of Appreciation for his dedication to the program as the program manager.

**RECOGNIZE THE 2021 NEWNAN CITIZEN ACADEMY GRADUATES**

Assistant City Manager asked the graduates to stand to be recognized. There were 16 participants this year with 11 course programs, totaling 37 hours.

Mayor Brady thanked the graduates and expressed his appreciation for their participation and willingness to learn more about the City. He hopes they will continue to want to be engaged with the City.

**PUBLIC HEARING- ZONING REGULATIONS TEXT AMENDMENTS, ARTICLES 2 & 13**

Mayor Brady opened the public hearing.

Dean Smith, Planner, explained that the purpose of these amendments is to bring zoning regulations in sync with the code of ordinances previously adopted regarding the retail sale of distilled spirits. These amendments will allow with restrictions the retail sale of distilled spirits within the 3 approved zoning designations and define what the retail sale of distilled spirits means.

Mayor Brady closed the public hearing.

Motion by Mayor Pro Tem Shell, seconded by Councilman Guillaume to adopt the text amendments as presented.

**MOTION CARRIED. (7-0)**

**PUBLIC HEARING- REQUEST BY OWNER TO DEMOLISH STRUCTURE AT 197  
GREENVILLE STREET**

Mayor Brady opened a public hearing.

Bill Stephenson, Chief Building Official explained that this building was built in 1957. It is valued at \$24,273 and is not within a historic district. The owner of the property was present.



Mayor Brady closed the public hearing.

Councilman Koritko asked the owner what his intention is with the property. Owner, Kevin Jolly stated he has had general contractors assess it and was told it would cost more to remodel then to demo and start from scratch.

Motion by Councilman Alexander, seconded by Mayor Pro Tem Shell to approve the demolition of 197 Greenville St.

**MOTION CARRIED. (7-0)**

**CONSIDERATION OF A CONTRACT MODIFICATION FOR PROFESSIONAL CONSULTING SERVICES FOR DISASTER RECOVERY AND FEMA PUBLIC ASSISTANCE CONTRACT WITH GOODWYN, MILLS AND CAWOOD**

Ray Norton, Public Works Director explained the purpose of this is to utilize NRCS and funds received from them. This will be to clean the streams in the areas impacted by the tornado.

Motion by Councilman Alexander, seconded by Councilman Guillaume to approve the contract modification as presented.

**MOTION CARRIED. (7-0)**

**CONSIDERATION OF AN AMENDMENT TO AN EXISTING AGREEMENT FOR STORM RELATED EMERGENCY CONCRETE REPAIR SERVICES**

Ray Norton, Public Works Director explained that when the first contract was put in place for concrete repairs, the magnitude of the work was not known. Now that debris has been removed it has been determined that the cost will exceed what was originally done.

Councilman Guillaume asked about the unit pricing. Mr. Norton explained that the original contract was unit pricing then after going through with FEMA, they helped assign numbers for everything.

Motion by Councilman Alexander, seconded by Mayor Pro Tem Shell to amend the agreement as presented.

**MOTION CARRIED. (7-0)**

**CONSIDERATION OF FIRST AMENDMENT TO AN INTERGOVERNMENTAL  
GOVERNMENT AGREEMENT WITH COWETA COUNTY AND EXPLORE NEWNAN-  
COWETA, INC.**

Mayor Brady explained that this to clean up the intergovernmental agreement and recognize that the County will be dissolving their visitor's bureau, removing them from that role.

Motion by Councilman DuBose, seconded by Councilman Alexander to approve the amendment as presented.

**MOTION CARRIED. (7-0)**

**202 GREENVILLE ST. – REQUEST A PUBLIC HEARING ON JANUARY 25, 2022 FOR  
STRUCTURE**

Matt Murray, Code Enforcement, explained that this is to address a substandard and unsafe property.

Motion by Councilman Alexander, seconded by Mayor Pro Tem Shell to schedule the public hearing.

**MOTION CARRIED. (7-0)**

**AUTHORIZATION TO ENTER INTO EASEMENT AGREEMENT BETWEEN THE CITY  
OF NEWNAN AND THE OWNER OF 22 WOODLAND PLACE**

City Manager explained this is to authorize staff to prepare the easement agreement. The lots are tight and when they were graded there was some utilization of cemetery property. The owner has requested the easement. If the cemetery is further developed this would already create a buffer.

Motion by Mayor Pro Tem Shell, seconded by Councilman Alexander to authorize the agreement as presented.

**MOTION CARRIED. (7-0)**

**CONSIDERATION OF AN INTERGOVERNMENTAL AGREEMENT WITH COWETA  
COUNTY ASSOCIATED WITH LOWER FAYETTEVILLE ROAD PROJECT**

Michael Klahr, City Engineer, stated this is another piece to the TIP solicitation, to show cooperation since the work will be in more than one jurisdiction. This agreement explains how we will share the costs for design and construction with Coweta County and who is responsible when the road is open to traffic.

Motion by Mayor Pro Tem Shell, seconded by Councilman DuBose to approve the agreement as presented.

**MOTION CARRIED. (7-0)**

**CONSIDERATION TO AUTHORIZE STAFF TO ISSUE REQUEST FOR  
QUALIFICATIONS (RFQ) TO IDENTIFY A QUALIFIED DEVELOPMENT PARTNER  
FOR 57 E. BROAD ST. REDEVELOPMENT**

Assistant City Manager explained this is to find a partner to not only help refine the master plan but also to assist us in the process with Nelson. The conceptual design is a guiding document, it's not finalized.

Motion by Councilman Alexander, seconded by Mayor Pro Tem Shell to authorize staff to proceed with the RFQ.

**MOTION CARRIED. (7-0)**

**APPLICANT REQUEST TO CONTINUE TO JANUARY 25, 2022 CITY COUNCIL  
MEETING; CONTINUATION OF PUBLIC HEARING- ANNEXATION REQUEST FOR  
ANNEX2021-01 BY POPLAR 20-20, LLC; 42.20 + ACRES ON POPLAR ROAD**

Motion by Councilman DuBose, seconded by Mayor Pro Tem Shell to grant the applicant request and continue to the January 25, 2022 meeting.

**MOTION CARRIED. (7-0)**

**ADJOURNMENT**

Motion by Councilman Alexander, seconded by Mayor Pro Tem Shell to adjourn the Council meeting at 7:14pm.

**MOTION CARRIED. (7-0)**

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Megan Shea, City Clerk

\_\_\_\_\_  
Keith Brady, Mayor

**RESOLUTION CERTIFYING THE RESULTS  
FOR THE CITY OF NEWNAN  
MUNICIPAL ELECTION – NOVEMBER 2, 2021**

WHEREAS, the City’s election to vote on the issuance of licenses for the package sales of distilled spirits in the City of Newnan scheduled for November 2, 2021 was held for voters to cast their votes 78% in favor.

Yes	2,760 votes
No	778 votes

WHEREAS, the election scheduled for November 2, 2021 was held for all candidates for election as reported to the City by the Election Superintendent as follows:

Newnan Mayor		
Keith Brady	3,022 votes	(94.59%)
Write In	173 votes	( 5.41%)
Newnan Council Member District 2		
Scott Barronton – Post A	461 votes	(35.55%)
Rhodes Shell – Post A	830 votes	(63.99%)
Write In – Post A	6 votes	( 0.46%)
Newnan Council Member District 2		
Ray DuBose – Post B	1,157 votes	(98.13%)
Write In – Post B	22 votes	( 1.87%)

WHEREAS, it is deemed that the candidate for Mayor Keith Brady 94.59% votes has been elected in accordance with all applicable local and state laws; and

WHEREAS, it is deemed that the candidates for Council Member, District 2, Post A, Rhodes Shell received 63.99% votes and Scott Barronton received 35.55% votes and Council Member District 2, Post B, Ray DuBose unopposed, therefore, Rhodes Shell and Ray DuBose have been elected in accordance with all applicable local and state laws; and

THEREFORE, BE IT RESOLVED that the results of the Municipal Election be certified and filed with the Secretary of State for the State of Georgia.

BE IT FURTHER RESOLVED that the following candidates shall take office at the first meeting (11) in January, 2022.

Mayor:	Keith Brady
Council Member District 2, Post A:	Rhodes Shell
Council Member District 2, Post B:	Ray DuBose

DONE, RATIFIED AND PASSED in regular session.

ADOPTED AND APPROVED by the Mayor and Council of the City of Newnan this 11<sup>th</sup> day of January, 2022.

ATTEST:

\_\_\_\_\_  
Megan Shea, City Clerk

\_\_\_\_\_  
L. Keith Brady, Mayor

REVIEWED AS TO FORM:

\_\_\_\_\_  
C. Bradford Sears, Jr., City Attorney

\_\_\_\_\_  
Rhodes H. Shell, Mayor Pro-Tem

\_\_\_\_\_  
George M. Alexander, Councilmember

\_\_\_\_\_  
Cleatus Phillips, City Manager

\_\_\_\_\_  
Cynthia E. Jenkins, Councilmember

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Raymond F. DuBose, Councilmember

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Dustin Koritko, Councilmember

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Paul Guillaume, Councilmember