

The City Council of the City of Harlem, Georgia met for their Regular meeting on Monday, September 25, 2017 at 7:00 p.m. at the Public Safety Building with Mayor Robert W. Culpepper presiding.

Present: COUNCIL: Mayor Robert W. Culpepper, Mayor Pro tem John Thigpen, Councilmember Daniel Bellavance, Councilmember Jennifer Bennett and Councilmember Gregg Stokes; COUNCIL STAFF: City Manager Brett Cook, City Clerk Debra E. Moore and City Attorney Barry Fleming.

The meeting was called to order by Mayor Culpepper at 7:00 p.m.

The Invocation was given by City Attorney Fleming.

The Pledge of Allegiance was led by Mayor Culpepper.

Approve Agenda: Mayor Pro tem Thigpen made the motion to approve the Agenda as presented; 2nd by Councilmember Stokes. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

Approval of the Minutes: Councilmember Stokes made the motion to approve the minutes of the August 24 Work Session and the August 28 Regular Meeting and Executive Session as written; 2nd by Councilmember Bennett. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

Public Comment: There was none at this time.

UNFINISHED BUSINESS:

Ordinances – 2nd Reading:

- **Ordinance No. 1713 to Update Building Code Standards:** The Ordinance adopts the International Building Code as published by the International Code Council, adopted by the Georgia Department of Community Affairs (including amendments), and inspected by the Columbia County Building Standards Department or the City of Harlem. Each revision and further supplementation or recodification is hereby adopted by reference. Mayor Pro tem Thigpen made the motion to approve the 2nd Reading of Ordinance No. 1713 Update Building Code Standards; 2nd by Councilmember Stokes. Discussion: There were no changes since the 1st Reading. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.
- **Ordinance No. 1714 to Revise Planned Unit Development (PUD) Standards:** There have been no changes since the 1st Reading. City Manager Cook reported that the edits compliment the Mixed Use Development (MUD) Standards; it incorporates some the same process, sets the minimum lot size, and includes language that requires greenspace, cleans up the process and is more modern. If the MUD had not been done, there would have been more changes. Councilmember Stokes made the motion to approve the 2nd Reading of Ordinance No. 1714 Revise Planned Unit Development (PUD) Standards; 2nd by Mayor Pro tem Thigpen. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

UNFINISHED BUSINESS:

Ordinances – 2nd Reading:

- **Ordinance No. 1715 to Establish Housing Ratio:** The Ordinance provides for the distribution percentages for housing in the City of Harlem. Multi-family attached shall not exceed 15% and shall be calculated based on the number of total dwellings. The per dwelling basis can only increase with the construction of new single family detached homes. All property zoned B-1 Downtown Commercial or identified in the City Center Plan as Downtown Center is exempted from these regulations. The provisions do not apply to any property appropriately zoned as B-4 Multi-Family prior to the date of the amendment. Currently we are at 15.9% Multi-family; there would be no more multi-zonings at this time. Mayor Pro tem Thigpen made the motion to approve the 2nd Reading of Ordinance No. 1715 Establish Housing Ration; 2nd by Councilmember Bennett. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

Other: There was none at this time.

NEW BUSINESS:

Consider Staff Rezoning Application at 430 S. Louisville Street from the existing use of B-3 General Business to R-1B Single Family Residential: This item is one of the re-zonings being done to correct the zoning map. The owner was contacted and they had no issue with the change. Mayor Pro tem Thigpen questioned the pocket zoning/spot zoning item that had been heard but not brought before Council. City Manager Cook stated that there was an Administrative decision to leave it alone. Mayor Pro tem Thigpen made the motion to approve the re-zoning of 430 S. Louisville Street from B-3 to R-1B as recommended; 2nd by Councilmember Bellavance. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

Ordinance – 1st Reading:

- **Ordinance No. 1716 to Adopt New Requirements for Alcoholic Beverages, and to fully repeal Chapter 114 of City Code:** City Manager Cook suggested delaying the 1st Reading until we can have a Work Session to discuss. The current Ordinance is over 30 years old. Ordinance No. 1716 repeals the current Chapter 114. Currently Council approves each application; changing to Administrative approval. Changes made to consumption of alcohol on premises: Indoor/Outdoor (removed), Private Club (left in), Fine Dining (added), Casual Dining (added). He has taken all requirements and mirrored State requirements. He kept language for outdoor dining. He cleaned up the process for temporary events with limits on permits. There are no alcoholic beverages allowed at the City Park; there has been a City event that it was approved for. We need to go by our Ordinances. Language will be added to cover this. Changes will be made before discussion. There was no action taken on this item.

Consider Recommendations for Downtown Parking: City Manager Cook presented a Staff Report for a Study and Recommendations on the Downtown Parking. Parking was analyzed; average of 40% used.

NEW BUSINESS (cont'd):

Consider Recommendations for Downtown Parking (cont'd): The highest at any one time was 60%; the lowest was 28%. There is parking within 500 to 600 feet; but it is not convenient parking. Council discussed timed parking; would need signage to indicate. There would be more parking within the next twelve months with the resurfacing at the Columbia Theatre; possibly 20-30 spaces. There would be additional parking in the next twenty-four months with the moving of the Public Works complex; possibly another 140-150 spaces.

Short term fixes could include parking at the railroad tracks in the area of where the Fire Station used to stand; it is believed there could be 14-15 spaces. Lining the area will make parking noticeable.

There was some discussion about implementing a timeline. Mayor Pro tem Thigpen questioned when new businesses come in do we ask how many spaces will be needed; that is part of the review process. City Manager Cook suggested designating parking on N. Louisville Street as one-three hour parking. He also talked about signage indicating short-term and long-term parking. Councilmember Stokes and Mayor Pro tem Thigpen asked about the removal of the old laundromat; it could provide an additional 3-4 spaces. It was discussed about going to the Merchant's Association for input in the plan. City Manager will present the results and commented on the need for maps to show the available parking. Councilmember Stokes commented about having an issue with CSX; City Manager Cook reviewed agreement to see if we could park there and shared it with City Attorney Nelson. It was felt we did not need permission.

Consider Resolution No. 2017-16 to Appoint an Emergency Preparedness Coordinator: City Manager Cook looked at this after hurricane IRMA; trying to find out how we handle. The Resolution designates the City Manager as the contact for the EOC; can also designate a Deputy. Mayor Pro tem Thigpen made the motion to approve Resolution No. 2017-16 Appoint an Emergency Preparedness Coordinator as presented; 2nd by Councilmember Bellavance. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen in the affirmative.

Appoint Finance Committee for FY 2018: City Manager Cook is asking Council to appoint for 2018. The Committee will assist with working on the 2018 Budget. The Committee consists of two Councilmembers and the Mayor serves as the Ex-officio officer. This will be done annually. Mayor Pro tem Thigpen and Councilmember Stokes volunteered. The appointment is made by the Mayor. Mayor Culpepper appointed Mayor Pro tem Thigpen and Councilmember Stokes to the Finance Committee.

Consider Two Appointments to the Urban Redevelopment Authority: Chairman John Neal and Director Alison Couch terms of office are up this month. They have both indicated that they would like to continue to serve on the Board. If approved, this term will be for two years. Councilmember Stokes made the motion to approve the appointments of John Neal and Alison Couch to a two year term on the Urban Redevelopment Authority; 2nd by Councilmember Bennett. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

Other: There was none at this time.

Reports:

- **Council Reports:**
 - Councilmember Bellavance commented on the need to get the limbs up in the Hillcrest area.
 - Councilmember Stokes recognized Police Chief Chuck Meadows and Captain Rob Lewis for going above and beyond during the storm with their work in removing the downed tree on N. Hicks Street. He recognized the Police, Fire and Public Works departments for their work done during and after the storm.
 - Mayor Pro tem Thigpen commented that staff worked in a timely manner.
 - Councilmember Bennett did not have a report at this time.
- **Mayor Report:** Mayor Culpepper did not have a report at this time.
- **City Manager Report:** City Manager Cook stated that he did not have a report at this time, but did remind Council about Community Development Director David Jenkins' upcoming surgery. He also commented that he is looking forward to working with Council on the budget.

Announcements:

October 6	City Offices Closed – Festival Preparation
October 7	Oliver Hardy Festival; 9:00 a.m. – 5:00 p.m.; Downtown Harlem
October 9	City Offices Closed – Columbus Day Holiday
October 11	Urban Redevelopment Authority Meeting; 9:30 a.m.; City Hall
October 19	City Council Work Session; 7:00 p.m.; Public Safety Building
October 23	City Council Regular Meeting; 7:00 p.m.; Public Safety Building
October 26	HPC Meeting; 6:30 p.m., Public Safety Building (tentative)
October 27-28	City Council Retreat; Athens

At this time, Mayor Culpepper recognized the employees and their work done for the upcoming Festival.

Executive Session/Items from Executive Session: Executive Session was not held.

With there be nothing further to come before Council, Councilmember Stokes made the motion to adjourn the meeting; 2nd by Mayor Pro tem Thigpen. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative. The meeting adjourned at 7:50 p.m.

Respectfully submitted,

Debra E. Moore
City Clerk