

The City Council of the City of Harlem met for a Work Session on Thursday, October 19, 2017 at the Public Safety Building at 7:00 p.m. with Mayor Robert W. Culpepper presiding.

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

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

The Invocation was given by City Attorney Nelson.

The Pledge of Allegiance was led by Mayor Culpepper.

City Manager Cook addressed the Agenda; tonight there was not a separate one for the Work Session. The only items to be discussed are under the Unfinished Business and New Business. Due to any confusion, we will go back to the two separate Agendas or make sure the date and time for the Work Session are listed separately.

UNFINISHED BUSINESS:

Consider Plan of Action for Downtown Parking: City Manager Cook presented to Council a proposed short term work program for a Downtown Parking Plan. A parking survey has been conducted and the findings and recommendations were included in the report for both short term and long term parking. The recommendations included the following:

- The installation of signage in the downtown area so that parking can be located. Also, restriping of the parking spaces in order to improve visibility. A parking map should be generated for distribution.
- N. Louisville Street should be designated for short term parking; specifically Monday-Friday from 8:00 a.m. to 6:00 p.m.
- Create parking along the railroad on S. Hicks Street on the existing concrete pad. The parking would be used for short and long term parking.
- Designate the unpaved parking lot at the Theatre as short and long term parking with additional signage.
- Identify funds to demolish and construct new parking along New Street for the relocation of Public Works. If the project is not under construction by early 2020, examine leasing or acquiring land from Regions Bank for additional parking.

All tasks would be completed by the City. The Plan should be reviewed in seven years for updating and reassessing conditions in the downtown area. If recommendation number five is not accomplished in the proposed three year time period, the downtown parking should be reexamined.

Council discussed the signage for limited parking. Several of the Councilmembers had discussions with the members of the Harlem Merchants Association. They have requested the time limit be three hours. In prior years, downtown parking was limited to two hours but the majority of signage was removed during

UNFINISHED BUSINESS (cont'd):

Consider Plan of Action for Downtown Parking (cont'd): the Streetscape project. City Manager Cook was going to recommend the three hour time limit. If Council approves the plan, they will need to approve with indication of the time limit.

Mayor Pro tem Thigpen asked if there was any input from the public on parking. Dave Thompson of Coach Dave's addressed Council. He agreed that there was not a parking problem, but who is parking. If it is a walk in business (barber shop/retail) parking is needed. If income comes in before service (classes) given, parking is not needed per se. He also agreed on signage needed for the long term parking.

Ordinance – 1st Reading:

- **Ordinance No. 1716 to Adopt New Requirements for Alcoholic Beverages:** Ordinance No. 1716 replaces Chapter 114 Alcoholic Beverages in its entirety. City Manager Cook gave an overview of the Ordinance. The Ordinance will allow for making some licenses Administrative (renewals, transfers, etc.). There are provisions for temporary alcohol permits. There is a new classification for on premises consumption; the reason for this is for a quick service restaurant serving alcohol.

City Manager Cook read our current ordinance and felt it was not for Harlem; that it was taken from another area. He has used the State guidance for measuring. Places that currently sell alcohol do not meet the guidelines; most are grandfathered in. He gave an example of Harlem Mini Food. If we use the State guidelines we could issue them a license. If Chevron's license lapsed, they or new owner would not be able to apply.

Mayor Pro tem Thigpen commented that this Ordinance cleans up the current Ordinance. City Manager Cook stated that City Attorney Nelson could explain better; that it makes it easier to work with. City Attorney Nelson commented that we were working with what we wanted to do. Administrative side becomes simpler, more streamlined. With the growth of the Downtown area we need to have something clearer in place.

Council discussed several items to include alcohol not being allowed at the City Park; that section could include wordage like "subject to City allowance." City Manager Cook will include the following language:

- Alcohol is prohibited in Parks unless approved by Council.
- Temporary alcohol permits are subject to regulations set by the City Manager.

Mayor Pro tem Thigpen questioned the age requirement of 25; he would prefer to see it as "over 21".

Other: There was none at this time.

NEW BUSINESS:

November Work Session and December Council Meeting Date Changes: Due to the holidays, there are some changes being suggested for the November and December Work Sessions and Council meetings. November's Work Session falls on Thanksgiving Day; there is a recommendation to cancel it. The December Regular meeting falls on Christmas Day; there is a recommendation to reschedule the meeting to Thursday, December 21st. This is the date of the Work Session for December. The meeting would be held at the normal 7:00 p.m. time.

Consider Intergovernmental Agreement with the Urban Redevelopment Authority: The agreement conveys an option to the URA for the purchase of certain City properties and sets the amounts to be recouped by the City. The term of the option shall be for 50 years. The URA has certain powers that the City does not have. Pricing is insured. The URA is empowered to market properties for commercial businesses. Councilmember Bellavance questioned the price listed for the old Police station; City Manager Cook used the land value only due to the possibility of demoing the property.

Other: City Manager Cook has been approached by a business to rent the laundromat building. The business would do building renovations themselves. We need to make a decision on the building. Councilmember Bennett questioned if they could know the type of business; City Manager Cook stated that it would be a retail store selling antiques, etc. Mayor Culpepper offered his opinion that it would create an issue with parking with the residential/retail that is already planned. There was some discussion on whether to rent the building or not. Mayor Pro tem Thigpen commented that he had been approached by a gun smith. Mayor Culpepper recommended bringing it to the URA for input.

City Manager Cook spoke briefly on the Council Budget Retreat meals.

With there being no further business before Council for discussion, Mayor Pro tem Thigpen made the motion to adjourn the Work Session; 2nd by Councilmember Bennett. Motion carried with Councilmembers Bellavance, Bennett and Thigpen voting in the affirmative. Work Session adjourned at 7:42 p.m.

Respectfully submitted,

Debra E. Moore
City Clerk

The City Council of the City of Harlem, Georgia met for their Regular meeting on Monday, October 23, 2017 at the Public Safety Building at 7:00 p.m. 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; STAFF: City Manager Brett Cook, City Clerk Debra E. Moore and City Attorney Adam Nelson.

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

The Invocation was given by City Attorney Nelson.

The Pledge of Allegiance was led by Mayor Culpepper.

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

Approval of the Minutes: Mayor Pro tem Thigpen made the motion to approve the minutes of the September 25, 2017 Regular meeting as written; 2nd by Councilmember Stokes. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

Public Comment: There was none at this time.

UNFINISHED BUSINESS:

Consider Plan of Action for Downtown Parking: Mayor Pro tem Thigpen made the motion to approve the Downtown Parking Plan and to include under Task 1 the time limit for short term parking will be 3 hours; 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:** Mayor Pro tem Thigpen made the motion to approve the 1st Reading of Ordinance No. 1716 for the repeal of the current Chapter 114 Alcoholic Beverages and to replace it with the provided new requirements and to correct the age requirement from 25 to “over 21”; 2nd by Councilmember Stokes. Discussion: City Manager Cook had a conversation with the City Attorney and Mayor Pro tem. There are some changes pertaining to parks. There is some general language that either needs to be taken out or looked at closer. For the temporary permits, there is some administrative level of approvals. Any changes will be made before the 2nd reading. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

Other: There was none at this time.

NEW BUSINESS:

November Work Session and December Council Meeting Date Changes: Mayor Pro tem Thigpen made the motion to cancel the November Work Session and to reschedule the December Regular meeting to December 21; 2nd by Councilmember Bellavance. Discussion: The meeting time is still 7:00 p.m. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

Consider Intergovernmental Agreement with the Urban Redevelopment Authority: Mayor Pro tem Thigpen made the motion to approve the Intergovernmental Agreement with the Urban Redevelopment Authority; 2nd by Councilmember Stokes. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

Other: There was none at this time.

Reports:

- **Council Reports:** Councilmembers Bennett and Stokes had no reports at this time. Mayor Pro tem Thigpen commented on the Ladies Night Out sponsored by the Merchants Association. He felt they did an excellent job; they had between 600 and 700 ladies registered. Councilmember Bellavance recognized the Police and Fire Departments for the fire call in Cornerstone.
- **Mayor Report:** Mayor Culpepper concurred with Mayor Pro tem Thigpen on the Ladies Night Out event. He mentioned the different areas that the ladies came from.
- **City Manager Report:** City Manager Cook reported that he did not have a written report and reminded Council about the upcoming Council Budget Retreat this weekend.

Announcements:

October 27-28	City Council Retreat; Athens, GA
November 7	Election Day
November 7	Planning Commission Meeting; 6:00 p.m.; Public Safety Building (Cancelled)
November 8	Urban Redevelopment Authority meeting; 9:30 a.m.; City Hall
November 10	City Offices Closed – Veteran’s Day Observance
November 16	HPC Meeting; 6:30 p.m.; Public Safety Building
November 20	Budget Hearing; 5:30 p.m.; Public Safety Building
November 23-24	City Offices Closed – Thanksgiving Holiday
November 23	City Council Work Session; 7:00 p.m.; Public Safety Building (Cancelled)
November 27	City Council Regular Meeting; 7:00 p.m.; Public Safety Building

Executive Session: Mayor Pro tem Thigpen made the motion to go into Executive Session; 2nd by Councilmember Stokes. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative. The Regular meeting closed at 7:15 p.m.; Executive Session convened at 7:22 p.m.

Mayor Pro tem Thigpen made the motion to come out of Executive Session; 2nd by Councilmember Stokes. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative. Executive Session closed at 7:50 p.m.

Executive Session (cont'd): City Attorney Nelson reported that there were two legal matters discussed and that no final action was taken.

Councilmember Stokes made the motion to authorize the Mayor to sign the Affidavit affirming this report; 2nd by Councilmember Bennett. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative.

With there being nothing further to come before Council, Mayor Pro tem Thigpen made the motion to adjourn the meeting; 2nd by Councilmember Stokes. Motion carried with Councilmembers Bellavance, Bennett, Stokes and Thigpen voting in the affirmative. The meeting adjourned at 7:51 p.m.

Respectfully submitted,

Debra E. Moore
City Clerk