

**MINUTES
WORK SESSION OF THE BOARD OF COMMISSIONERS
CITY OF DOUGLAS, GEORGIA
MARCH 10, 2025**

The Board of Commissioners held a work session on Monday, March 10, 2025, at 6:00 PM in the City Hall Council Chambers. Mayor Tony L. Paulk presided over the meeting with Mayor Pro Tem Cindy McNeill, Commissioners Edwin Taylor, Steve Bailey, Mike Gowen, Brenda Moore, and Tony Paulk II, who were in attendance.

REVIEWED FEBRUARY 24, 2025, MEETING MINUTES

Georgia Henderson, Assistant City Manager/Community Development Director, presented the first item: reviewing the February 24, 2025, Board Commissioners meeting minutes. Mayor Tony L. Paulk, I asked the Commissioners to propose any changes to ensure accurate historical record-keeping.

The Commission agreed to move this item forward on the **Consent Agenda**.

**DISCUSSED THE LEASE AGREEMENT WITH CHRIS ROUNDS/GEORGIA
WARBIRDS ACADEMY FOR BUILDING 4**

Georgia Henderson, the Assistant City Manager, presented to the Commission a proposal regarding a lease agreement with Chris Rounds for Building 4, located at the WWII Flight Training Base.

Mrs. Henderson reported that Mr. Chris Rounds is seeking a five-year lease with the City of Douglas for Building 4, situated at 6 Airport Circle. This building is intended to serve as office space for the Georgia Warbirds Academy. If both parties agree, the lease terms will focus on aviation-related use, including a five-year duration with automatic renewal. The rent would be \$750 per month, with \$500 due for the first month and a \$500 deposit for the last month. The lease would prohibit subleasing and include all other applicable terms.

If the City Commission approves Mr. Rounds's lease agreement, the staff will update the contract based on these terms and conditions and confirm it with Mr. Jerome Adams, the City Attorney. Additionally, the staff will schedule general maintenance of the building to ensure it is ready for Mr. Rounds to move in. Staff seek permission to finalize the contracts once maintenance is complete and the agreements are verified.

The Commission agreed to move this item forward on the **Regular Agenda**.

**DISCUSSED THE RESOLUTION FOR THE DESIGNATION OF DOWNTOWN
DOUGLAS AS A LOCAL HISTORIC DISTRICT**

Georgia Henderson, the Assistant City Manager, appeared before the Commission to affirm the Historic Preservation Commission (HPC) resolution designating the Downtown Douglas District as a local historic district.

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DISCUSSED THE RESOLUTION FOR THE DESIGNATION OF DOWNTOWN DOUGLAS AS A LOCAL HISTORIC DISTRICT-CONTINUE

Mrs. Henderson explained that Per Section 109-28, e. of the City of Douglas' ordinances, a resolution by the Historic Preservation Committee must be submitted after a public hearing affirming the designation of a proposed local historic district.

The Commission decided to move this item forward onto the **Consent Agenda**.

DISCUSSED THE EXTENSION ON THE REHABILITATION LEASE AGREEMENT WITH CHRIS ROUNDS, OLD HOSPITAL BUILDING, WWII FLIGHT TRAINING BASE

Georgia Henderson, Assistant City Manager, sought approval from the City Commission for a six-month extension for Mr. Chris Rounds to renovate the WWII Flight Training Base hospital building.

Mr. Rounds was initially approved on January 25, 2022, to lease two buildings to establish a training facility for flying vintage warbirds. He planned to invest \$52,800 in the hospital building and \$127,750 in a classroom building. He committed to starting renovations by March 15, 2023, with a completion deadline of September 15, 2023, for the hospital and February 2024, for the classroom.

After an extension granted on November 27, 2023, to complete both buildings by January 2025, Mr. Rounds failed to meet deadlines. The classroom agreement was terminated due to its deteriorating condition and damage from Hurricane Helen, communicated to him on September 23, 2024.

Mrs. Henderson stated that Mr. Rounds did not meet the agreement terms, rendering all prior approvals void. He is now requesting another extension to complete the hospital renovations for Warbirds Academy administrative offices. If denied, staff will prepare occupancy details for the City Commission.

The Commission decided to move this item forward onto the **Consent Agenda**.

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DISCUSSED THE ADOPTION OF THE NEW RESIDENTIAL & COMMERCIAL DESIGN GUIDELINES FOR ALL LOCAL HISTORIC DISTRICTS

Georgia Henderson, the Community Development Director, presented to the Commission a proposal for adopting newly developed Residential and Commercial Design Guidelines for all local historic districts within the City of Douglas.

Mrs. Henderson explained that these updated Design Guidelines have been created to establish clear standards for the preservation, renovation, and new construction within designated local historic districts. The guidelines ensure consistency, protect historical integrity, and promote responsible development. The Historic Preservation Commission (HPC) will also use and enforce these guidelines.

Due to file size constraints, the Design Guidelines are not attached to this agenda item; however, they are available for review at the Community Development Department before the meeting.

The Commission agreed to move this item forward on the **Consent Agenda**.

APPROVAL OF STREET CLOSURES FOR 2025

Georgia Henderson, the Assistant City Manager, appeared before the Commission to seek approval for street closures related to upcoming events in 2025. Mrs. Henderson noted that several events each year necessitate closing city streets. The events, along with their respective dates and requested closures, are as follows:

1. ****Wings and Things Festival and Fly-in****: This event will occur at Douglas Municipal Gene Chambers Airport. The Chamber requests that the Airport Circle be closed from 10:00 a.m. to 6:00 p.m. on March 22, 2025.
2. ****First Baptist Annual Church Picnic and Easter Egg Hunt****: This two-day event requires a road closure on N. Coweta Avenue, between E. Ward Street and E. Sellers Street. The festivities will begin on April 12, 2025, at noon, with tents in the roadway left overnight for the next day's activities. The event will conclude on April 13, 2025, at 3:00 p.m., when the tents will be taken down.
3. ****South Georgia College Graduation Ceremony****: The college requests the closure of the 100 block of West College Park Drive on Thursday, May 15, 2025, from 7:00 a.m. until noon. Traffic will be redirected to GA 158 or a designated parking area during this time.
4. ****First Baptist Church Vacation Bible School****: To ensure the safety of children moving between classes, a road closure is requested on N. Coweta Avenue, between E. Ward Street and E. Sellers Street. This event will begin on June 15, 2025, at 5:00 p.m. and run until June 19, 2025, at 8:00 p.m. The road closure is requested to start on June 15 at 5:00 p.m. and remain in

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APPROVAL OF STREET CLOSURES FOR FY 2025-CONTINUE

effect until June 19 at 8:00 p.m. However, they have advised that they would gladly accept nightly road closures from 5:00 p.m. to 8:00 p.m. for the duration of the event.

5. **A Juneteenth Celebration will be held at the George Washington Carver Shopping Center on South Gaskin Avenue on Thursday, June 19, 2025. The request is to close South Gaskin Avenue from Ross Street to East College Park Drive between 8:00 a.m. and 8:00 p.m.

6. ** First Baptist Church is hosting its Connect Camps and is requesting a road closure on N. Coweta Avenue, between E. Ward Street and E. Sellers Street. This closure is necessary to ensure the safety of the children moving between activities on either side of the roadway. The event will begin on July 14, 2025, at 8:00 a.m. and conclude on July 18, 2025, at 5:00 p.m. They would like the road to close from July 14 at 8:00 a.m. until July 18 at 5:00 p.m. However, they would also accept a daily road closure during the event from 8:00 a.m. to 5:00 p.m.

7. ** The Gopher Tortoise Festival will occur in front of the Central Square Complex on October 3rd and 4th, 2025. The Chamber is requesting the closure of South Pearl Avenue from Bryan Street to the railroad track and East Bryan Street from South Madison Avenue to South Coffee Avenue. Closures will start at 10:00 a.m. on October 4th and end at 6:00 p.m. on the same day.

8. **Paulk Plaza will host a Halloween Party on Friday, October 31, 2025. They request that South Gaskin Avenue, from Ross Street to East College Park Drive, be closed from 4:00 p.m. until 8:00 p.m.

9. ** The Annual Festival of Lights Christmas Parade will be held on Friday, December 12, 2025. The Chamber of Commerce requests various street closures along the parade route from 6:00 p.m. until the parade concludes.

The Commission agreed to move this item forward on the **Regular Agenda**.

DISCUSSED THE FY25 SPORTS EQUIPMENT BID

Anthony Folsom, the Purchasing Agent, presented to the Commission a request for approval to purchase new baseball, softball, basketball, football, and soccer equipment for the Parks and Recreation Department.

Mr. Folsom reported that this bid was advertised in The Douglas Enterprise on January 16 and 23, 2025. Bids were sent to thirty-two vendors, and ten responded. The new equipment will replace old, worn-out gear currently used by the Parks and Recreation Department.

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DISCUSSED THE FY25 SPORTS EQUIPMENT BID-CONTINUE

The bids were awarded by item. Parks and Rec. Director Stevie Young and Purchasing Agent Anthony Folsom have reviewed the bids and agree to accept the low bids as follows:

Baseball/softball Equipment

Vendor	Item Award	Total
BSN Sports	C, F, G	\$5,427.80
Krown USA Inc.	Q	\$480.00
Pyramid School Products	H, I, J, N	\$5,638.05
The Sport Shop	A B, L, M, P	\$4,224.38
Laux Sporting Goods	D, K, O	\$7,135.34
Rock Team Sports	E	\$1,690.00
	Grand Total	\$24,595.57

Basketball Equipment

Vendor	Item Award	Total
Krown USA Inc.	F	\$5,590.00
Pyramid School Products	A, B, C, D, G	\$3,175.14
Laux Sporting Goods	E	\$67.82
	Grand Total	\$8,832.96

Football Equipment

Vendor	Item Award	Total
BSN Sports	C, D	\$77.78
Krown USA Inc.	A	\$9,090.00
Pyramid School Products	G, I	\$2,799.00
Riddell	B, H	\$8,851.60
Rock Team Sports	E, F	\$395.00
	Grand Total	\$21,213.38

FUNDING: BASEBALL & SOFTBALL: 209-6126-53.1600 BASKETBALL: 209-6126-53.1620 FOOTBALL & SOCCER: 209-6126-53.1610

The Commission agreed to move this item forward on the **Consent Agenda**.

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DISCUSS FY25 SINKHOLE LIFT STATION REPLACEMENT PUMP BID

Anthony Folsom, Purchasing Agent, appeared before the Commission to seek approval to accept the purchase of a new water pump for the City of Douglas.

Mr. Folsom stated that this bid was advertised in The Douglas Enterprise on January 30, 2025, and February 6, 2025. Bids were sent to eight (8) vendors, with one (1) responding. This new pump will replace the old one used at the Sinkhole lift station. Purchasing Agent Anthony Folsom and ESG Program Manager Kevin Davis have reviewed the bids and agree to accept the low bid submitted by Templeton and Associates in Suwanee, GA. The total is \$40,887.00.
FUNDING: 505-4330.53.1113

The Commission agreed to move this item forward on the **Consent Agenda**.

GENERAL COMMENTS (3 MINUTES)

No Comments

CITY MANAGER'S UPDATE

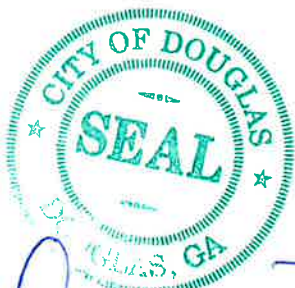
Charlie Davis, City Manager, informed the Commissions about the following updates:

The ECG travel packets, the newly elected training packets, and the GMA 2025 Annual Convention registration packets have been placed at their stations. These packets must be submitted by Friday.


The City Clerk has also provided Personal Financial Disclosure forms at their workstations. Although these forms are due on July 1st, due to past issues with late submissions, they are requested to be returned by Friday, March 14th.

ADJOURNMENT

Without further discussion, the work session meeting adjourned at 6:15 p.m.




Wynetta J. Bolder, CMC


Mayor Tony L. Paulk I