

**MINUTES OF A REGULAR MEETING
OF THE WOODBINE CITY COUNCIL
May 1, 2017
WOODBINE CITY HALL**

The regular meeting of the Woodbine City Council held on May 1, 2017 was called to order at 6:30 p.m. by Mayor Steven Parrott, with the following Councilors present: Louise Mitchell, Donald Harrelson, Rob Baird and C. C. Higginbotham, Jr. City officials presents: City Administrator Ken Walker and City Clerk M. Lynn Courson. See sign-in sheet for others present.

The Pledge of Allegiance was led by Mayor Parrott.

The invocation was led by Louise Mitchell.

Work Session:

Ronny Smith gave an update on Public Works activities. Samantha Young gave a Finance update. Lynn Courson and Ken Walker gave Administrative updates. The Council requested quarterly Budget updates.

Presentations – None.

Motion made by Robert Baird, seconded by C. C. Higginbotham, Jr., to approve the Agenda as presented. Motion was unanimously approved and so declared by Mayor Parrott.

Motion made by C. C. Higginbotham, Jr., seconded by Louise Mitchell, to approve the minutes of the April 3, 2017 City Council Meeting. Motion was unanimously approved and so declared by Mayor Parrott.

Old Business:

Ken Walker advised that a Community Impact Grant is available from Home Depot for \$5000. He asked for Council's approval for the City to apply for the grant to help with the renovation of the Old Fire Station for the Woodbine Library Initiative. He explained that the grant is for a gift certificate to be used for building materials. Motion made by Robert Baird, seconded by C. C. Higginbotham, Jr., to approve the request. Motion was unanimously approved and so declared by Mayor Parrott.

Lynn Courson presented 2 quotes for Ordinance Codification. She advised that while the quote from American Legal Publishing was lower, they do not have any Georgia clients as Municode does. Ms. Courson stated that she had reviewed the quotes with the Will Ashe and would like to request accepting the quote from Municode. The Council and Mr. Ashe discussed details of the project. Mr. Ashe stated that having Municode update the ordinances would keep the City's documents uniform with other Georgia cities and counties. Ms. Courson advised that she and the City Attorney would review the updated documents and bring anything questionable back to Council for approval. Samantha Young stated that the funds can be taken from the left over money provided by FEMA. Motion made by C. C. Higginbotham, Jr., seconded by Robert Baird, to approve the Municode quote in the amount of \$14,500. Motion was unanimously approved and so declared by Mayor Parrott.

New Business:

Ken Walker presented a proposed Technology Policy to add to the Personnel Policy. He explained that the current Personnel Policy did not address items such as cell phone and computer use by employees. Motion made by Robert Baird, seconded by C. C. Higginbotham, Jr., to approve the policy. Motion was unanimously approved and so declared by Mayor Parrott.

Lynn Courson stated that Councilor Higginbotham requested to have a discussion on RV Park zoning. She further said that she did not see this subject addressed in the current zoning ordinance. Ms. Courson stated that Ken Kessler advised for Council to decide what areas RV Parks would be allowed and to have Public Hearings to address citizen's concerns. She advised of the process of rezoning requests or adding a use in current zoning. The Council requested further information about zoning and RV Park regulations that Kingsland uses.

Public Comments:

Rhetta Sutton encouraged reinstating the Historic Preservation District and Commission.

Colleen Weinkle asked the City to send a letter encouraging the County and Board of Education to help fund the Woodbine Library.

Steven Sainz stated that State funding is available when a City has a Historic Preservation District.

The meeting adjourned at 7:25 p.m.

Steven L. Parrott
Mayor

Attest: _____
M. Lynn Courson
City Clerk