

Council Work Session

July 15, 2025

Meeting called to order by Mayor J. Micheal Evans at 5pm.

Invocation given by Councilman Edward Armijo.

Pledge of Allegiance led by Chase Jennings, of Warner Robins, Georgia.

Welcome Extended by Mayor J. Micheal Evans, with special recognition to former Mayor Harley and Mrs. Shirley Harley, and to former Councilman Randall Wright.

Present were Mayor J. Micheal Evans, Councilman Robert D. Bird, Jr., Councilman Edward Armijo, and City Administrator Krista Bedingfield; absent from the meeting City Attorney Rebecca Tydings; Post 2 and Post 3 are vacant council seats.

Public Comments

No public comments were made.

Adoption of Minutes Motion to approve minutes as written given by Councilman Robert D. Bird, Jr.; seconded by Councilman Edward Armijo. Motion Carried. Unanimous.

- June 24, 2025 Special Council Meeting.

Old Business

- There is no old business tonight.

New Business

Resolution-Adoption FY2026 Budget: Mayor J. Micheal Evans mentioned that the budget would be available on the city website for review or you can request a copy of it through the City Clerk's Office. No additional comments. (Resolution 2025-11)

Motion was made for the adoption of the FY2026 Budget by Councilman Edward Armijo; seconded by Councilman Robert D. Bird, Jr.; Motion Carried. Unanimous.

Approval of GDCA 2025 Centerville Community HOME Investment Program State Recipient Grant Agreement, Inclusive of DCA Addendum – Award of \$500,000: Councilman Edward Armijo introduced City Accountant Carol Harrison, who presented Mayor and Council with the CHIP grant agreement and DCA addendum. Outlined within were the terms between the City of Centerville and the Georgia Housing and Finance Authority, which is part of DCA. The award of the grant is \$500,000 and is to be used for eligible Centerville homeowners to rehab their homes. This is a three year agreement, which will start September 1, 2025 and goes through August 31, 2028; there will be an option to extend for one year, which would be through August 31st of 2029. In rare occasions, we have been able to extend a little bit beyond that date, but the grant is set to expire in four years. City Accountant Harrison explains further that the grant funds are to be used for the rehab of owner-occupied, low income, eligible homeowners. Provided at the meeting for public view was the criteria, clarifying who are eligible homeowners and what those income limits are. Also within the agreement, there's an additional document named, DCA addendum to the CHIP agreement. This addendum is for the grant administrator, Grant Specialists of Georgia, which expands on the administrative services they agree to provide to the City of Centerville; and ensuring that the code of federal regulations are met as set by the grant.

Motion to approve the GDCA 2025 Centerville CHIP Grant agreement, with the DCA Addendum given by Councilman Edward Armijo; seconded by Councilman Robert D. Bird, Jr.; Motion Carried. Unanimous.

Approval of Professional Services with Grant Specialists of Georgia, Inc. to administer the 2025 Chip Grant: City Accountant Carol Harrison, requested the approval of the agreement with Grant Specialists of Georgia to administer the grant; listing Mrs. Sherry Kurtz as the owner, and her husband, Jeff Kurtz, who will do inspections and lead-based reports. Mrs. Kurtz will monitor contract compliance, monitor compliance with the Davis Bacon Act, prepare and submit drawdown requests, quarterly reports, et cetera. The project delivery cost fees paid to Grant Specialists of Georgia will increase from \$4,000 to \$7,500 per house completed, which will be paid from the grant funds. The total match for the city is \$23,500; with \$20,000 for administrative fees paid to Grant Specialists of Georgia, which will come from city funds, post-grant completion, in three to four years. The remaining \$1,500 allocated for the application fee, and \$2,000 for permit fees, which the city has waived with the application. Mayor J. Micheal Evans inquired about any changes from previous agreements; it was noted that the increase to the project delivery cost was decided by DCA, awarding per house roughly \$3,500 of the \$7,500, and noting again that, this is paid from the grant funds.

Motion for the approval of Professional Services with Grant Specialists of Georgia, Inc. to administer the 2025 CHIP Grant given by Councilman Edward Armijo; seconded by Councilman Robert D. Bird, Jr.; Motion Carried. Unanimous.

Approval of Policies & Procedures prepared by the Grant Administrator for City of Centerville: City Accountant Carol Harrison requests the approval of the Policies and Procedures prepared by the grant administrator, noting that there is no requirement for this to be a resolution for the grant specialist purposes. It is only necessary for the city to approve those policies and procedures for the purpose of administering all of the City of Centerville Community Home Investment Program grant funds. On the statement is attached an outline of what those policies and procedures are. The only change within the document is listed on the second page under the targeted area identified in the 2021 CHIP agreement or CHIP grant; there were specific tracks identified in that grant, and in these policies the city has certain census tracts within the city's designated urban redevelopment areas, providing a bit more flexibility.

Motion for the approval of Policies & Procedures prepared by the Grant Administrator given by Councilman Robert D. Bird, Jr.; seconded by Councilman Edward Armijo; Motion Carried. Unanimous.

Resolution to adopt: Adoption of Policies and Procedures and Program Design for the Community Home Investment Program (CHIP): City Accountant Carol Harrison requests the adoption of the resolution, which is more specific to the CHIP administrative manual. Given that the manual is 128 pages, City Clerk Lee Siefert has provided just what the front page of the manual looks like. The manual would be used in conjunction with the accepted program design based on the city's approved 2025 application. The administrative manual will go through what Mrs. Kurtz's policies and procedures are, providing a lot more depth and guidance. We will be aware of these policies and procedures, but our grant administrator knows this manual forwards and backwards. (Resolution 2025-12)

Motion was made to adopt the resolution by Councilman Edward Armijo; seconded by Councilman Robert D. Bird, Jr.; Motion Carried. Unanimous.

Resolution to adopt Adoption of Community Home Investment Program (CHIP) Homebuyer eligibility and Home ownership Value Limit Requirements: City Accountant Carol Harrison requests the adoption of the resolution, which outlines the requirements of owner-occupancy, property insurance and income eligibility restrictions. Notating several of those requirements as follows: must be a single unit, stick built or modular unit, must be properly owned as per code section 24 CFR 92.254, must be a homeowner in the described target area, must maintain fire insurance and must have property taxes paid to date. Also, mentioning that the recipient will ensure that all homeowners and home buyers gross household income is less than 80% of the county's average median income as established by HUD. Councilman Bird inquires as to what the values are for the 80% of the average median income; and it was explained as \$54,750 for single occupant, up to \$103,200 for a family of eight. (Resolution 2025-13)

Motion was made to adopt the resolution by Councilman Robert D. Bird, Jr.; seconded by Councilman Edward Armijo; Motion Carried. Unanimous.

Resolution to adopt Adoption of the Georgia Statutes by local Governmental Entities: City Accountant Carol Harrison requests the adoption of the resolution to adopt the Georgia Statutes as it concerns to prohibition of immigration sanctuary policies by local government entities, Georgia drug- free workplace, and illegal immigration reform and enforcement. Mayor Evans requests further explanation; City Accountant Harrison elaborates that the sanctuary policies, state basically, that we cannot interfere with, and are required to cooperate with federal immigration enforcement. Local government cannot interfere with the federal immigration. (Resolution 2025-14)

Motion was made to adopt the resolution by Councilman Robert D. Bird, Jr.; seconded by Councilman Edward Armijo; Motion Carried. Unanimous.

Resolution to adopt Adoption the Section 3 Plan to Comply with 24CFR, Part 135 of the United States Department of Housing and Urban Development Section 3: City Accountant Carol Harrison presented the resolution for adoption of the Section 3 Plan policy, which pertains to the training, employment, contracting and other economic opportunities that may arising in connection with the expenditure of federal housing assistance and community development in conjunction with housing rehabilitation, housing construction and other public construction. This resolution is to further the goal of ensuring that the federal funds benefit the residents of the projects, funded only or in part, by those funds, and to establish the standards of procedures to be followed to ensure that the objectives of Section 3 are met and approves the Section 3 policy in adherence to Code Section 24 CFR Part 135 that more comprehensively addresses the standards and procedures prescribed in the act. Basically, compliance with the federal law. (Resolution 2025-15)

Motion was made to adopt the resolution to accept the Section 3 Plan by Councilman Edward Armijo; seconded by Councilman Robert D. Bird, Jr.; Motion Carried. Unanimous.

Resolution to adopt Adoption of a Language Access Plan for the Community Home Investment Program (CHIP) Grant: City Accountant Carol Harrison presented the following resolution, so that the city will allocate necessary resources for translation, interpretation and staff training where needed; and conduct periodic assessments and updates to this plan to ensure the plans alignment with involving linguistic demographics. Basically, if we have individuals that do not speak the English language, we will have a language access plan, so that those persons can have access to the city services, as well as, the grant information, even if it's in a different language. The city will have a Language Access Plan Officer, which the point of contact for that will be the City Clerk, Mrs. Lee Siefert. (Resolution 2025-16)

Motion was made to adopt the resolution for a Language Plan for CHIP grant by Councilman Robert D. Bird, Jr.; seconded by Councilman Edward Armijo; Motion Carried. Unanimous.

Approval/Award Bid- 2025 Centerville LMIG SEC Project # 1323 -Resurface Autumn Court & Village Walk: City Administrator Krista Bedingfield and Utilities Superintendent Chris Coleman request the approval to award the bid to C.W. Matthews in the amount of \$309,499, for the 2025 Centerville LMIG SEC Project #1323, for the resurfacing of Collins Avenue from Wilson to Elberta Rd. to Houston Lake Blvd., including the recently approved extension of Autumn Court to Village Walk. A copy of the three bids the county received was provided to Mayor and Council. Councilman Bird inquired about the difference between the funds listed on the bid, and it was clarified as a distinction between county-wide and Centerville-specific costs.

Motion was made to approve/award bid by Councilman Edward Armijo; seconded by Councilman Robert D. Bird, Jr.; Motion Carried. Unanimous.

Approval Expenditure- Recycling Center- Office Trailer- Elberta Rd: City Administrator Krista Bedingfield and Utilities Superintendent Chris Coleman request the approval to purchase the new Recycle Center office trailer. City Administrator Bedingfield informed Mayor and Council that after they reached out to multiple vendors seeking quotes on a new office trailer for the new recycling center location. Utility Superintendent Coleman was able to receive one quote from Mobile Space Sales and Rental LLC, in the amount of \$53,255, which has been provided in your packets along with a schematic of that trailer. Tonight, we're seeking approval to move forward with the purchase of the new recycling center office trailer; this was a budgeted item with funds coming from the sanitation enterprise fund from the FY2026 budget year. Utility Superintendent Coleman elaborates that the company will have to build the trailer, pull it to the location, and complete the setup process on site. It is a 10ftx36ft trailer, and will include an office, restroom, HVAC, electric and plumbing.

Motion was made to approve the expenditure by Councilman Robert D. Bird, Jr.; seconded by Councilman Edward Armijo; Motion Carried. Unanimous.

Set Qualifying Fee for Council Post 3 Seat for the Special Election in Conjunction with the November 4, General Election: City Administrator Krista Bedingfield seeks the approval to set the qualifying fee for the council seat for Post 3, in the amount of \$180. The city will hold a Special Election in conjunction with the November 4th General Election; to fill the unexpired term of Council Post 3 seat due to the resignation of the honorable J. Michael Evans, who serves as the Mayor. The fee is comprised of a 3% calculation of the annual salary for the council seat. Mayor J. Micheal Evans confirms that the 3% calculation for the fee is set by the state; City Administrator Bedingfield confirms that is correct.

Motion was made to approve qualifying fee by Councilman Robert D. Bird, Jr.; seconded by Councilman Edward Armijo; Motion Carried. Unanimous.

Approval of Stormwater Service Truck Purchase: Utility Superintendent Chris Coleman seeks the approval to purchase a Stormwater service truck, from Phil Brannen for \$54,645. Provided in the packets are additional quotes obtained, however, those were at a substantially higher price. Councilman Armijo inquires if this is a regular truck; Superintendent Coleman replies that it is an F250 service truck with a work body on the back, a ladder rack and all necessities with the exception of the lights. Those will be purchased and installed through a different location. Councilman Armijo inquires if this is replacing a vehicle or if we adding to the fleet? Utility Superintendent Coleman acknowledges that we are adding to the fleet.

Motion was made to approve qualifying fee by Councilman Robert D. Bird, Jr.; seconded by Councilman Edward Armijo; Motion Carried. Unanimous.

Point of Information: New Meter Installation-Core and Main: City Administrator Krista Bedingfield and Utilities Superintendent Chris Coleman provide an update to the Mayor and Council, regarding the meter installation set to start in September. It will take approximately 3 to 4 weeks to get the meters installed and are expected to see an immediate change in the billing for each meter that has been replaced. The provided quote from Core & Main, is for \$55,012, this is a budgeted item with the FY2026 budget. Additional information was provided in an email to Mayor and Council, regarding this information so as to help expedite the revenue stream to go into the enterprise fund with these meter changes. The city is looking at 700 plus meters that will be replaced, noting that these were old meters that were inoperable and have only been able to be bill for those customers at a minimum flat rate. The new system will allow for drive-by electronic reading, improving bill accuracy, worker efficiency, and resulting in increased revenue. It is anticipated that the city will be able to recoup expenses quickly. There is a plan in place to notify customers effected by the expected billing changes. Reports will be provided on the revenue increase post-installation.

Comments from Council

Post 1: Councilman Bird expressed appreciation to all those that came out to and watched online tonight's meeting, with special mention to former Mayor Harley and his wife, Shirley, as well as, former Councilman Randall Wright. Offers appreciation to Chase Jennings for assisting in leading the Pledge of Allegiance for tonight's meeting. Thanked everyone for coming out to the recent Independence Day Celebration, expressed his personal thoughts about it being one of the best shows he's been a part of and how much he likes seeing the park being utilized by the public daily. He also offered his thanks to the Public Works employees and staff that help keep the park running so smoothly.

Post 2: Vacant.

Post3: Vacant.

Post 4: Councilman Armijo offered his appreciation to his grandson, Chase Jennings, for leading the Pledge of Allegiance at tonight's meeting. He extended his thanks as well to all those who came out and who worked the Independence Day event; he has received many compliments from citizens about the success of the event. He reminds everyone about the Market Day events, and all the wonderful crafts/items available for sale. He acknowledged all the department heads for their help during the transitions of the Governing Body. He gave special recognition and appreciation to the hard work of the Utility Workers for all they do, noting that he experience this week a water outage and their prompt response in getting that back up and running was greatly appreciated. In addition, he offers appreciation to the Fire and Public Safety Departments for all they do for the community and surrounding areas.

Mayor J. Micheal Evans: Offered his appreciation to Chase Jennings, for helping out and leading the Pledge of Allegiance at tonight's meeting. He acknowledged the department heads and offered his appreciation for all they do and for working with the Governing Body answering any questions that they are presented with. He announces that we'll be having a mini planning retreat this Friday from 10:30am 'til about 3:30-4pm. He acknowledges that Public Safety and the safety of the community, is a priority for him. He announces that 2 new officers were recently hired in the Police department and are currently on the schedule, one full-time and one part-time, offering much needed relief to current staff. Also, announces 2 new hires for the City Clerk's office, Melissa and Robyn, while again acknowledging the importance of being fully staffed in all departments. He extends his thanks to everyone for coming out, as well as, to the staff, and fellow council members.

Mayor J. Micheal Evans adjourned the meeting at 5:46pm

Mayor J. Micheal Evans

Attest by City Clerk Lee Siefert

Date