



**MAYOR**

Richard E. Roquemore

**CITY ADMINISTRATOR**

Michael E. Parks

**CITY COUNCIL**

Robert L. Vogel III

Taylor J. Sisk

Jamie L. Bradley

Joshua Rowan

**CITY OF AUBURN  
MAYOR and CITY COUNCIL  
Workshop  
February 22, 2024  
6:00 PM  
Auburn Municipal Complex  
1 Auburn Way  
Auburn, GA 30011**

**VOTING ITEMS**

1. Appoint Interim City Clerk- Michael Parks
2. WaterFirst MOA- Iris Akridge

**DISCUSSION ITEMS**

3. Potential City Council Districts- Discussion Only- Michael Parks
4. Auburn Water Facility- Update- Jim Aton
5. Rock Creek Intake/Contract- Jim Aton
6. Citizen Comments on Agenda Items

**Agenda subject to change prior to meeting**



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**AGENDA ITEM: 1**

**TO:** Mayor and Council

**FROM:** Michael Parks  
City Administrator

**DATE:** February 22, 2024

**PURPOSE:** To appoint Interim City Clerk

**BACKGROUND:** We currently have an opening for the city clerk position for the City of Auburn. During the transition time to hire a replacement the City Administrator, Michael Parks, will serve as the interim while the full-time search continues.

**RECOMMENDATION:**  
To approve Michael Parks as Interim City Clerk.

**FUNDING:**  
N/A



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**AGENDA ITEM: 2**

**TO:** Mayor and Council

**FROM:** Iris Akridge  
Public Works

**DATE:** February 22, 2024

**PURPOSE:** To review the Memorandum of Agreement for the WaterFirst Program by and between GEFA and City of Auburn. All parties will agree into this cooperative arrangement to maintain the Designee as a WaterFirst Community for a five-year period.

**BACKGROUND:** The city has been a WaterFirst Community and needs to renew the MOA. There are many resources, tools and support associated with the WaterFirst Community designation. See Attached.

**RECOMMENDATION:**  
To approve the WaterFirst MOA as presented by staff.

**FUNDING:**  
N/A

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**MEMORANDUM OF AGREEMENT**

**BY AND BETWEEN**

**THE GEORGIA ENVIRONMENTAL FINANCE AUTHORITY**

**AND**

**CITY OF AUBURN**

**Dated**

**DO NOT  
DATE THIS  
PAGE**

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**This Memorandum of Agreement** (hereinafter “Memorandum”) for the WaterFirst Program is made and entered into effective December 31, 2023, by and between the Georgia Environmental Finance Authority (hereinafter “GEFA”) and the **CITY OF AUBURN** (hereinafter “Designee”) (each a “Party” and collectively the “Parties”). All Parties agree to enter into this cooperative arrangement to maintain the Designee as a WaterFirst Community for a five-year period.

## **ARTICLE I Benefits and Activities**

The benefits associated with the WaterFirst Community designation are listed below. The Parties intend to explore opportunities under each benefit.

1. Five years of resources, tools, and support provided by GEFA to help meet water management goals.
2. Statewide recognition for being environmental stewards.
  - Listed on GEFA’s website.
  - Listed on WaterFirst outreach fliers.
  - Listed on WaterFirst presentations.
  - Provided two road signs and authorization to use the WaterFirst logo and brand.
3. Access to WaterFirst peer network and resources.
4. Invitation to workshops addressing critical water stewardship issues.
5. A 1 percent interest rate reduction on GEFA loans.
6. Annual eligibility for Georgia Department of Community Affairs Community Development Block Grants for water-related projects.
7. Priority for 319(h) grant funding administered by the Georgia Environmental Protection Division.

## **ARTICLE II WaterFirst Community Responsibilities**

The Designee agrees to the following responsibilities to remain in good standing and to retain its WaterFirst Community designation:

1. Continue achieving environmental excellence in all areas of water resource management.
2. Enhance effective maintenance practices.
3. Improve customer service.
4. Participate in a WaterFirst Program peer review.

5. Provide support and encourage staff participation in at least one WaterFirst function during the five-year term.
6. Maintain eligibility as a qualified local government by having an approved Comprehensive Plan and Service Delivery Strategy.
7. Continue efforts to conserve water with shallow well shower installations at the beach entrances.
8. Explore opportunities for potable water savings, such as reclaiming water for use in the sludge press at the Wastewater Plant.

### **ARTICLE III Amendments**

This Memorandum represents the entire agreement between the Parties. An amendment can be added to this Memorandum if it is presented in writing and signed by all Parties.

### **ARTICLE IV Name and WaterFirst Community Logo/Banner/Pins or Similar Items**

GEFA agrees to allow the use of the WaterFirst Program logo and brand items by the Designee on/for any WaterFirst Program activities, grant applications, and related activities. The Designee acknowledges receipt of the WaterFirst Program logo and brand items and any additional products and agrees to use these items only for activities related to, or affected by, the WaterFirst Program.

### **ARTICLE V Term and Termination**

The Memorandum is effective as dated above and expires December 31, 2028. GEFA has the authority to terminate this agreement if the Designee does not maintain compliance with program requirements, or if the Designee falls out of compliance with its Georgia Environmental Protection Division permits. The Designee will receive a written notice that its designation has been rescinded and GEFA will apply the standard interest rate upon any new loan agreement subsequent to the termination. In this eventuality, the Designee agrees to discontinue using the logo and remove the WaterFirst signs.

This Memorandum constitutes the entire agreement and understanding between the Parties hereto and replaces, cancels, and supersedes any prior agreements and understandings relating to the subject matter hereof; and all prior representations, agreements, and undertakings between the parties hereto with respect to the subject matter hereof are merged herein.

**IN WITNESS WHEREOF**, the Parties hereto have executed this contract as of the date first written above.

**GEORGIA ENVIRONMENTAL  
FINANCE AUTHORITY**

Attest

By: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

**CITY OF AUBURN**

Attest

By: \_\_\_\_\_

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

**SIGN HERE**



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**AGENDA ITEM: 3**

**TO:** Mayor and Council

**FROM:** Michael Parks  
City Administrator

**DATE:** February 22, 2024

**PURPOSE:** To discuss the potential of city council districts in the City of Auburn.

**BACKGROUND:** Attached are two proposals with a map and population summary report. One contains a 3-district version that would elect the 4<sup>th</sup> member at large. The other is a 4 single member district version.

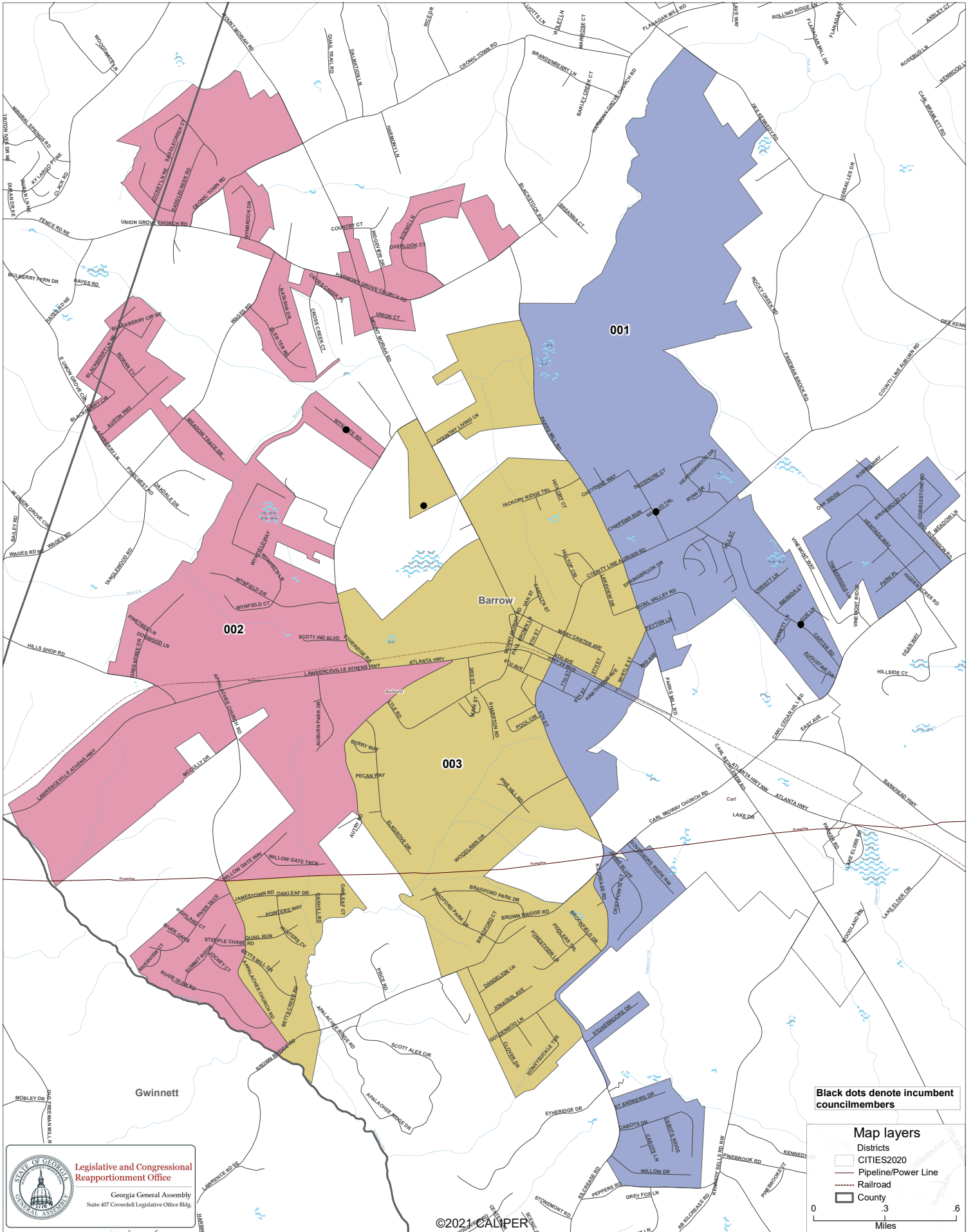
**RECOMMENDATION:** For Discussion Only

**FUNDING:**  
N/A



# Proposed Auburn City Council Districts

Client: Auburn  
Plan: Auburn-3d-2024  
Type: Local



**Legislative and Congressional Reapportionment Office**  
Georgia General Assembly  
Suite 407 Coverdell Legislative Office Bldg.

**Black dots denote incumbent councilmembers**

**Map layers**

- Districts
- CITIES2020
- Pipeline/Power Line
- Railroad
- County

0 0.3 0.6  
Miles

©2021 CALPER

User: Auburn

Plan Name: Auburn-3d-2024

Plan Type: Local

## Population Summary

Friday, February 9, 2024

3:33 PM

District	Population	Deviation	% Devn.	[18+_Pop]	[% 18+_Pop]	[% NH_Wht]	[% NH_Blk]	[% Hispanic Origin]	[% NH_Asn]	[% NH_Ind]	[% NH_Hwn]	[% NH_Oth]	[% NH_2+ Races]
001	2,515	17	0.68%	1,858	73.88%	68.87%	6.92%	12.09%	6.32%	0.24%	0.12%	0.16%	7.16%
002	2,520	22	0.88%	1,957	77.66%	74.25%	5%	13.61%	1.27%	0.16%	0%	0.63%	6.54%
003	2,460	-38	-1.52%	1,868	75.93%	70%	7.85%	11.63%	4.72%	0.16%	0%	1.18%	5.89%

**Total:** 7,495

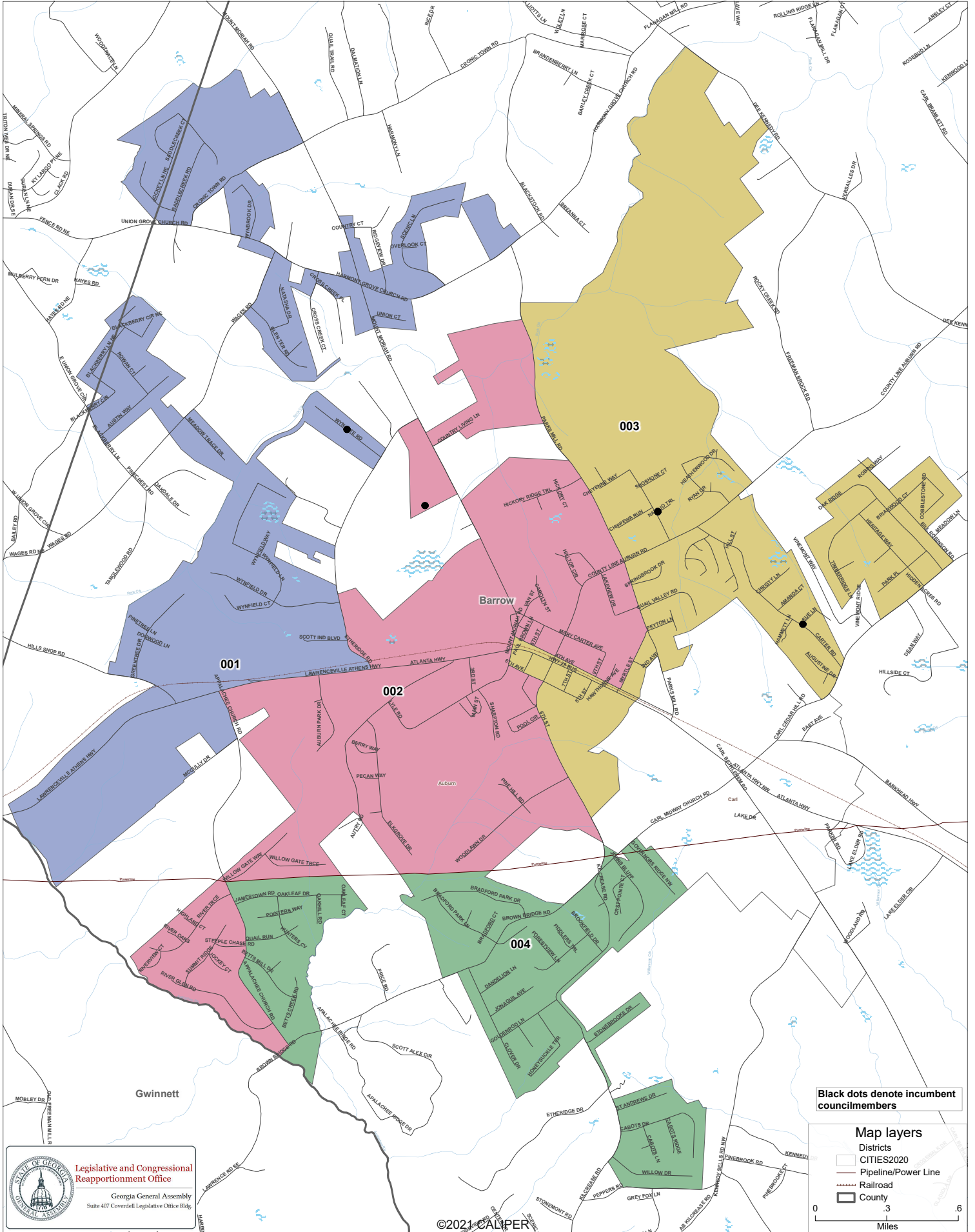
**Ideal District:** 2,498

### Summary Statistics:

Population Range:	2,460 to 2,520
Ratio Range:	0.02
Absolute Range:	-38 to 22
Absolute Overall Range:	60
Relative Range:	-1.52% to 0.88%
Relative Overall Range:	2.40%
Absolute Mean Deviation:	25.67
Relative Mean Deviation:	1.03%
Standard Deviation:	27.18

# Proposed Auburn City Council Districts

Client: Auburn  
Plan: Auburn-4d-2024  
Type: Local



**Legislative and Congressional Reapportionment Office**  
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©2021 CALPER

**Black dots denote incumbent councilmembers**

**Map layers**

- Districts
- CITIES2020
- Pipeline/Power Line
- Railroad
- County

0 .3 .6  
Miles

## Population Summary

Friday, February 9, 2024

3:38 PM

District	Population	Deviation	% Devn.	[18+_Pop]	[% 18+_Pop]	[% NH_Wht]	[% NH_Blck]	[% Hispanic Origin]	[% NH_Asn]	[% NH_Ind]	[% NH_Hwn]	[% NH_Oth]	[% NH_2+ Races]
001	1,887	13	0.69%	1,447	76.68%	74.46%	4.82%	14.04%	1.22%	0.11%	0%	0.85%	5.87%
002	1,870	-4	-0.21%	1,438	76.9%	68.5%	7.97%	12.35%	4.12%	0.27%	0%	0.86%	7.72%
003	1,866	-8	-0.43%	1,394	74.71%	67.52%	7.34%	11.9%	7.45%	0.32%	0.11%	0.11%	7.03%
004	1,872	-2	-0.11%	1,404	75%	73.66%	6.2%	11.49%	3.63%	0.05%	0.05%	0.8%	5.48%

**Total: 7,495**

**Ideal District: 1,874**

### Summary Statistics:

Population Range:	1,866 to 1,887
Ratio Range:	0.01
Absolute Range:	-8 to 13
Absolute Overall Range:	21
Relative Range:	-0.43% to 0.69%
Relative Overall Range:	1.12%
Absolute Mean Deviation:	6.75
Relative Mean Deviation:	0.36%
Standard Deviation:	7.95



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**AGENDA ITEM: 4**

**TO:** Mayor and Council

**FROM:** Michael Parks  
City Administrator

Jim Aton

**DATE:** February 22, 2024

**PURPOSE:** To update the Mayor and Council on the progress of the water treatment plant.

**BACKGROUND:** The City of Auburn has been working on a water treatment plant. Jim Aton will give an update on the seven water supply initiatives listed:

1. Drinking Water Treatment Plant
2. Rock Creek Raw Water Intake with pipe and pump to DWTP
3. Raw Water Storage Pond (RWSP) pipe and Intake #2.
4. Barrow County/Kilcrease Tank Water Pressure Booster Pump Station and short Water Line
5. Major Infrastructure for RWSP.
6. Connection of Second 12-inch Water Main to Distribution System
7. Prepare Computer Model for Water Distribution System to Determine Impact of New Developments on Existing Distribution System.

**RECOMMENDATION:**  
Update Only



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**AGENDA ITEM: 5**

**TO:** Mayor and Council

**FROM:** Michael Parks  
City Administrator

Jim Aton

**DATE:** February 22, 2024

**PURPOSE:** To make recommendation of contractor for Phase A of RWSP Piping. This contract will construct the pipeline and pump station to transfer raw water from Rock Creek Intake #1 to the Auburn Drinking Water Treatment Plant.

**BACKGROUND:** To select a contractor for this project, advertisements were placed in the newspaper, Auburn's bid website, and Georgia Procurement registry. Two companies submitted proposals: Griffin Bros. Inc, and Strack Inc.

**RECOMMENDATION:**

We recommend award of the contract to Griffin Bros. Inc.

**FUNDING:**

GEFA



# HUSSEY GAY BELL

Established 1958

February 12, 2024

Memo to: Mayor and Council

CC: Michael Parks, City Administrator, Sunshine Palmer, City Accountant

RE: Recommendation of Contractor for Phase A of RWSP Piping

This contract will construct the pipeline and pump station to transfer raw water from Rock Creek Intake #1 to the Auburn Drinking Water Treatment Plant. This project will withdraw the water from Rock Creek and transfer it to the under construction drinking water treatment plant (DWTP). Intake #1 is located where Parks Mill Road crosses the creek. A location map is attached.

To select a contractor for this project, advertisements were placed in the Barrow County Main Street News, Auburn's Bids Website, and Georgia Procurement Registry. Several Companies were interested and attended the mandatory pre-bid conference. On the bid due date of 11/20/23 only two companies submitted proposals: Griffin Bros. Inc., and Strack Inc.. The certified bid tabulation is attached. The Project was bid as a design-build type project with a stipulated guaranteed maximum price for three phase. Phase A is the pipeline and pump station connecting Rock Creek Intake with the Auburn DWTP. Phase B is the pipeline connecting Rock Creek Intake #2 with the RWSP. Phase C is the pipeline connecting the RWSP with the Mulberry River and the Winder DWTP.

The proposals were review and the contractors interviewed. After the interviews it was determined to award the contracts on the basis of low bid since both contractors were well qualified for all phases. Griffin Bros., Inc. was the low bidder for Phase A and Strick, Inc. was the low bidder for Phase B & C. This memo is about awarding only Phase A because it is needed first and the RWSP is not full of water at this time.

Griffin Bros' original proposal was \$2,276,040.62. After the interview and design-build conference the Stipulated Guaranteed Maximum Price was amended to \$2,283,094.19. The changes coming from the design-build conference were: a. Transfer 40 feet of 12" DIP pipe from Phase B to Phase A. b. Substitute 16" DIP with 16" HDPE. c. Add 372 feet of water sampling line. d. Add 150 feet of chain link fence.

Griffin Bros. has been in business since 1968 and is a Georgia licensed utility contractor, #UC300109. They did about \$12,000,000 of business in 2022 and 2023 and have 25 full time employees. Their bonding company, Great American Insurance Company, is listed on the US Treasury's approved bonding companies list. We contacted Great American Insurance Company and confirmed that yes they would bond Griffin Bros. should the contract be awarded to Griffin Bros. The Stipulated Guaranteed Maximum Price contract include an owners contingency of \$204,761.81. Their list of clients include City of Gainesville, City of Lavonia, City of Commerce, Town of Braselton, Oconee County of BOC, Madison County Industrial Authority, Banks County Commissioner, Forsyth County Department of Water and Sewer, City of Winder and the City of Crawford.

We recommend that Rock Creek Intake Piping Phase A contract be awarded to Griffin Bros. Inc. of 105 Griffin Drive, Maysville, GA 30558 with the Stipulated Guarantee Maximum Price of \$2,283,094.19 and that the Council Authorize the Mayor to sign said contract upon approval as-to-form by the City Attorney.

Hussey, Gay, Bell & DeYoung, Inc., Consulting Engineers



James B. Aton, PE

JBA/sms

C: Michael Parks, City Administrator

I:\Aprojeng\2020\20004e-Winder-Auburn RWSP MP\proj admin RWSP force mains\PHASE A\ltr M&C Auburn RWSP pipe phase

3100 Breckinridge Boulevard, Building 300 • Duluth, Georgia 30096 • 770.923.1600 • husseygaybell.com







Preliminary Bid Tabulation  
 Auburn-Winder RWSP Piping Project  
 GEFA DWSRLF Funds  
 11/20/2023

Prepared By Hussey Gay Bell, James B. Aton PE  
 Bid Opening was 2 PM, Monday 11-20-2023, at City Hall Municipal Court Room

#	Company	Name	email	phone #	Sealed Bid	Bid Bond	Paid Fee	Ga License	Statement of Quals	Auburn			Winder		
										Phase A	Phase B	Phase C	Phase A	Phase B	Phase C
1	Griffin Brothers	Abby Griffin, Bill Griffin, Bruce Lee	abby@griffinbrothersinc.com, bill@griffinbrothersinc.com, bruce@griffinbrothersinc.com	706-677-3549	Yes	Yes, 3	Yes	UC300109	Yes	\$2,276,040.62	\$3,479,387.97	\$6,741,470.55	\$12,496,899.14		
							Base Bid Ductile Iron Pipe								
							PVC deduct			\$15,329.07	\$22,327.83				
							HDPE Deduct			\$33,532.39	\$60,794.43				
							Multi Phase Contract Deduct			\$75,000.00	\$75,000.00	\$75,000.00			
2	Strack Inc.	Will Clark, Tim Dunn, Brian Davis	willc@strackinc.com, briand@strackinc.com, TimD@strackinc.com	678-480-1586, 404-323-7646, 404-807-3078	Yes	Yes, 3	Yes	UC300084	Yes	\$3,550,778.49	\$3,178,400.98	\$6,165,985.90	\$12,895,165.37		
							Base Bid Ductile Iron Pipe								
							PVC deduct			\$31,877.46	\$50,947.20				
							HDPE Deduct			\$57,744.88	\$105,353.10				
							Multi Phase Contract Deduct			\$100,000.00	\$100,000.00	\$100,000.00			

Companies that Requested Plans and Specs. But No Bid  
 Haren Construction Heavy Constructors JDS (John D Stephens)  
 Lanier Contracting Po Boys Plumb. & P WL Griffin



11-21-23