



**MAYOR**  
Rick 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  
Council Meeting  
September 12, 2024  
6:00 PM  
Council Chambers  
1 Auburn Way  
Auburn, GA 30011

## **INVOCATION**

## **PLEDGE**

## **COUNCIL REPORTS AND ANNOUNCEMENTS**

## **NEW BUSINESS**

1. Citizen Comments on Agenda Items
2. Consent Agenda
  - a. Council Business Meeting Minutes- August 8, 2024
  - b. Council Workshop Meeting Minutes- August 22, 2024
  - c. Council Special Called Meeting Minutes- August 6, 2024
  - d. Council Special Called Meeting Minutes- August 13, 2024
  - e. Council Special Called Meeting Minutes- August 19, 2024
  - f. Council Special Called Meeting Minutes- August 29, 2024
  - g. Water Treatment Plant Change Order #2
  - h. NovaTech Contract
  - i. FY2025 Budget

## **VOTING ITEMS**

3. Georgia Reads Day Proclamation – Michael Parks
4. Auburn Museum Project- Iris Akridge

Citizen Comments

## **ADJOURNMENT**

**Agenda is subject to change prior to meeting.**



**MAYOR**  
Rick E. Roquemore

**CITY ADMINISTRATOR**  
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Jamie L. Bradley  
Joshua Rowan

**CITY OF AUBURN  
MAYOR AND COUNCIL  
MEETING IN COUNCIL CHAMBERS  
August 8, 2024  
6:00 PM  
Council Chambers  
1 Auburn Way  
Auburn, GA 30011**

Present: Mayor: Richard Roquemore  
Council Member: Robert L. Vogel. III  
Council Member: Taylor J. Sisk  
Council Member: Jamie L. Bradley  
Council Member: Joshua Rowan

City Staff in Attendance: Michael Parks, Chief Hodge, Staci Waters, Brooke Haney

**Mayor Roquemore** called the meeting to order at 6:00 pm.  
**Pastor Marshall Clack** gave the invocation.

**Council Reports and Announcements**

**Mayor Roquemore** asked for Council Reports and Announcements. **Council Member Sisk** announced that the library was having a book sale. **Staci Waters** invited those in attendance to Food Truck Friday tomorrow evening and the Farmers Market every Tuesday from 4-7 PM. **Mayor Roquemore** thanked Kathy for the candy.

**NEW BUSINESS**

**Item 1: Citizen Comments on Agenda Items**

**Mayor Roquemore** asked for any citizen comments for items on tonight's agenda.

Belinda Outwater, 305 Bradford Ct., Auburn, GA 30011 commented on the Downtown Redevelopment.

Elizabeth Magness, 120 Buena Vista St., Winder, GA 30680 commented on the Downtown Redevelopment.

Rob Yoe, 1531 Wynfield Dr., Auburn, GA 30011 commented on the Downtown Redevelopment.

**Item 2: Consent Agenda**

**Mayor Roquemore** asked if any of the consent agenda items needed to be removed for further discussion. None were given.

**Mayor Roquemore** asked for a motion to approve the Consent Agenda:

- a. Council Business Meeting Minutes- July 11, 2024
- b. Council Workshop Meeting Minutes- July 25, 2024
- c. Council Special Called Meeting Minutes- July 18, 2024
- d. Water Treatment Facility Change Order Approvals
- e. Community Redevelopment Tax Incentive Program – Jack Wilson

**Mayor Roquemore** asked for a motion to approve the consent agenda.

**Motion:** Made by **Council Member Sisk**.

**Second:** By **Council Member Rowan**.

**Mayor Roquemore** asked for any discussion. There was none. Votes were taken with all members present voting yes.

#### **VOTING ITEMS**

**Item 3: Downtown Redevelopment**

**Jack Wilson** presented

**Mayor Roquemore** asked for a motion.

**Motion:** Made by **Council Member Sisk**

**Second:** By **Council Member Rowan**.

**Mayor Roquemore** asked for any discussion.

All members of discussed the Downtown Redevelopment. Votes were taken with all the members present voting yes.

**Mayor Roquemore** asked for any citizen comments.

Belinda Outwater, 305 Bradford Ct, Auburn, GA 30011 stated that the DDA planned on working with the Mayor, Council, and Citizens for feedback on the Downtown Redevelopment.

Trisha Gallagher, 1755 Wynfield Ln., Auburn, GA 30011 expressed concern about City of Auburn’s Facebook page having comments turned off.

Silvia Barber, 1220 St Andrews Dr, Auburn, GA 30011 expressed how she would like to see the Council meetings video recorded and livestreamed.

**ADJOURNMENT:** **Mayor Roquemore** asked for a motion to adjourn.

**Motion:** Made by **Council Member Sisk** to adjourn.

**Second:** By **Council Member Bradley**.

**Mayor Roquemore** asked for any discussion. There was none. Votes were taken with all members present voting yes. Meeting adjourned.

Respectfully submitted,  
Read and approved this \_\_\_\_\_ Day of June 2024  
Attest:

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Mayor Richard Roquemore



**MAYOR**  
Rick E. Roquemore

**CITY ADMINISTRATOR**  
Michael E. Parks

**CITY COUNCIL**  
Robert L. Vogel III  
Taylor J. Sisk  
Jamie L. Bradley  
Joshua Rowan

**CITY OF AUBURN  
CITY COUNCIL WORKSHOP MEETING  
August 22, 2024  
6:00 PM  
Council Chambers  
1 Auburn Way  
Auburn, GA 30011**

Present: Mayor: Richard Roquemore  
Council Member: Robert L. Vogel. III  
Council Member: Taylor J. Sisk  
Council Member: Jamie Bradley  
Council Member: Joshua Rowan

City Staff in Attendance: Chief Hodge, Staci Waters, Michael Parks, Brooke Haney, Sargent  
Evans, Iris Akridge, Sunshine Palmer, Jack Wilson  
Also in Attendance: Dena Boston – Interim City Accountant  
Belinda Outwater- Auburn Library

**Mayor Roquemore** called the meeting to order at 6:00 pm.

**COUNCIL REPORTS AND ANNOUNCEMENTS:**

**Mayor Roquemore** asked if there were any Council Report and Announcements.  
**Council Member Sisk** Announced Auburn Elementary School needs mentors. He offered contact information to the citizens. He also commented on the Caboose painting and read a newspaper article.

**Mayor Rick Roquemore** commented on the Caboose Painting.

**Council Member Vogel** commented on the Caboose Painting.

**Council Member Bradley** commented on the Caboose Painting.

**Mayor Roquemore** announced that there was a need to amend the agenda tonight to add a voting item regarding the invoice from “Color the World Bright” for the caboose.

**Mayor Roquemore** asked for a motion to amend the agenda to add this voting item.

**Motion:** Made by **Council Member Sisk**

Second by **Council Member Rowan**

**Mayor Roquemore** asked for any discussion. There was none. Votes were taken with all members present voting yes.

## WORKSHOP ITEMS

### **Item 1: Water Treatment plant change order #2**

**Michael Parks** Presented

-Placed on August 12, 2024, Council Business Agenda

### **Item 2: NovaTech Contract**

**Michael Parks** Presented

-Placed on August 12, 2024, Council Business Agenda

## VOTING ITEMS

### **Item 1: Service Delivery Strategy Agreement**

**Jack Wilson** Presented

**Mayor Roquemore** asked for a motion to approve the Service Delivery Strategy.

**Motion:** Made by **Council Member Vogel**

Second by **Council Member Sisk**

**Mayor Roquemore** asked for any discussion. There was none. Votes were taken with all members present voting yes.

### **Item 2: Budget Amendment FY 2023**

**Michael Parks** Presented

**Mayor Roquemore** asked for a motion to approve the Budget Amendment FY 2023.

**Motion:** Made by **Council Member Sisk**

Second by **Council Member Rowan**

**Mayor Roquemore** asked for any discussion. There was none. Votes were taken with all members present voting yes.

### **Item 3: Invoice from “Color the World Bright” for painting of the Caboose. We have an invoice for \$2900.00 from the artist for the painting of the caboose.**

**Mayor Roquemore** asked for a motion to approve the Budget Amendment FY 2023.

**Motion:** Made by **Council Member Sisk**

Second by **Council Member Rowan**

**Mayor Roquemore** asked for any discussion. There was none. Votes were taken with all members present voting yes.

Beverly Fields 155 Autry Rd, Auburn, GA 30011, Commented on the new Townhome Development behind Autry Pines.

Mindy Robertson, 1535 Willow Gate Way, Auburn, GA 30011 Comment on the new Townhome Development.

Josh Haney, 1544 Union Grove Church Rd., Auburn, GA 30011 Commented on the painting of the Caboose.

Rob Yoe, 1531 Wynfield Dr., Auburn, GA 30011 Commented on the painting of the Caboose.

**EXECUTIVE SESSION**

**Mayor Roquemore** asked for a motion to go into executive session to discuss Potential Litigation and Personal Matters.

**Motion:** Made by **Council Member Bradley**  
Second by **Council Member Rowan**

**Mayor Roquemore** asked for any discussion. There was none. Votes were taken with all members present voting yes.

**ADJOURNMENT:** **Mayor Roquemore** asked for a motion to adjourn.

**Motion:** Made by **Council Member Rowan** to adjourn.

**Second:** By **Council Member Bradley**.

**Mayor Roquemore** asked for any discussion. There was none. Votes were taken with all members present voting yes. Meeting adjourned.

Respectfully submitted,

Read and approved this \_\_\_\_\_ Day of September 2024

Attest:

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Mayor Richard Roquemore



**MAYOR**  
Rick 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 COUNCIL  
Budget FY 2025 Special Called Meeting  
August 6, 2024  
5:00 PM  
Training Room  
1 Auburn Way  
Auburn, GA 30011**

Present: Mayor:	Richard Roquemore
Council Member:	Robert L. Vogel. III
Council Member:	Taylor J. Sisk
Council Member:	Jamie L. Bradley
Council Member:	Joshua Rowan

City Staff in Attendance: Michael Parks, Sunshine Palmer, Brooke Haney, Iris Akridge

Also in Attendance: Dena Boston - Interim City Accountant  
Belinda Outwater – Auburn Library

**Mayor Roquemore** called the meeting to order at 5:00 pm.

**Item: FY 2023, FY 2024, and FY 2025 Budget Comparison**  
**Sunshine Palmer and Dena Boston** Presented

**Item: Revenue Projections for General Fund**  
**Sunshine Palmer and Dena Boston** Presented

**Item: Water Expenditures**  
**Sunshine Palmer** Presented

**Item: Stormwater Expenditures**  
**Sunshine Palmer** Presented

**Item: Special Events**  
**Michael Parks** will present at the August 13, 2024 meeting

**Item: Gov't Building**  
**Iris Akridge** Presented

**Item: Public Works**  
**Iris Akridge** Presented

Item: **Roads**  
**Iris Akridge** Presented

Item: **Streetlights**  
**Iris Akridge** Presented

Item: **Library**  
**Belinda Outwater** Presented

Item: **Water**  
**Iris Akridge** Presented

Item: **Stormwater**  
**Iris Akridge** Presented

Respectfully submitted,  
Read and approved this \_\_\_\_\_ Day of August 2024  
Attest:

---

Mayor Richard Roquemore



**MAYOR**  
Rick 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 COUNCIL  
Budget FY 2025 Special Called Meeting  
August 13, 2024  
5:00 PM  
Training Room  
1 Auburn Way  
Auburn, GA 30011**

Present: Mayor: Richard Roquemore  
Council Member: Taylor J. Sisk  
Council Member: Jamie L. Bradley  
Council Member: Joshua Rowan

City Staff in Attendance: Michael Parks, Sunshine Palmer, Brooke Haney, Chief Hodge

Also in Attendance: Dena Boston - Interim City Accountant

**Mayor Roquemore** called the meeting to order at 5:00 pm.

Item: **Legislative Council**  
**Michael Parks** Presented

Item: **Executive Mayor**  
**Michael Parks** Presented

Item: **Elections**  
**Michael Parks** Presented

Item: **Administration/Financial**  
**Michael Parks** Presented

Item: **Law**  
**Chief Hodge** Presented

Item: **Information Technology**  
**Michael Parks** Presented

Item: **Courts**  
**Chief Hodge** Presented

Item: **Police**

**Chief Hodge** Presented

Item: **Code Enforcement**  
**Chief Hodge** Presented

Item: **Planning and Zoning**  
**Michael Parks** Presented

Item: **Downtown Development**  
**Michael Parks** Presented

Respectfully submitted,  
Read and approved this \_\_\_\_\_ Day of August 2024  
Attest:

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Mayor Richard Roquemore



**MAYOR**  
Rick 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 COUNCIL  
Budget FY 2025 Special Called Meeting  
August 19, 2024  
5:00 PM  
Training Room  
1 Auburn Way  
Auburn, GA 30011**

Present: Mayor: Richard Roquemore  
Council Member: Taylor J. Sisk  
Council Member: Jamie L. Bradley  
Council Member: Joshua Rowan  
Council Member: Robert L. Vogel. III

City Staff in Attendance: Michael Parks, Sunshine Palmer, Brooke Haney, Iris Akridge

Also in Attendance: Dena Boston - Interim City Accountant

**Mayor Roquemore** called the meeting to order at 5:00 pm.

Item: **Mayor and Council to review budget, goals, and workload measurements by City Administrator.**

**Michael Parks** Presented

Respectfully submitted,

Read and approved this \_\_\_\_\_ Day of August 2024

Attest:

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Mayor Richard Roquemore



**MAYOR**  
Rick 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 COUNCIL  
Budget FY 2025 Special Called Meeting  
August 29, 2024  
5:00 PM  
Council Chambers  
1 Auburn Way  
Auburn, GA 30011**

Present: Mayor: Richard Roquemore  
Council Member: Taylor J. Sisk  
Council Member: Jamie L. Bradley

City Staff in Attendance: Michael Parks, Sunshine Palmer, Brooke Haney, Staci Waters, Corporal Rucker

Also in Attendance: Dena Boston - Interim City Accountant

**Public Hearing**

**Mayor Roquemore** called the meeting to order at 5:00 pm.

**Item 1: Presentation of the proposed 2025 Budget**  
**Michael Parks** Presented

**Item 2: Public Hearing**

**Mayor Roquemore** asked for a motion to open the public hearing on the budget on the 2025 Budget.

**Motion:** Made by **Council Member Bradley** to open the public hearing.

Second by: **Council Member Sisk**

Votes were taken with all members present voting yes. Public hearing is open.

**Mayor Roquemore** asked if anyone would like to speak regarding the 2025 budget.

**Council Member Sisk** explained how excited he was to get the Dog Park completed as it is something the citizens have been asking for.

Rob Yoe, 1531 Wynfield Dr., Auburn, GA 30011, asked about Planning and Zoning Budget, Communication Budget, and the potential for a bill rate increase.

**Mayor Roquemore** asked for a motion to close the public hearing on the budget on the 2025 Budget.

**Motion:** Made by **Council Member Bradley** to close the public hearing.

Second by: **Council Member Sisk**

Votes were taken with all members present voting yes. The public hearing is closed.

**Mayor Roquemore** asked for a motion to adjourn the public hearing on the budget on the 2025 Budget.

**Motion:** Made by **Council Member Bradley** to close the public hearing.

Second by: **Council Member Sisk**

Votes were taken with all members present voting yes. The public hearing is adjourned.

Respectfully submitted,

Read and approved this \_\_\_\_\_ Day of August 2024

Attest:

---

Mayor Richard Roquemore



**MAYOR**  
Rick E. Roquemore

**CITY ADMINISTRATOR**  
Michael E. Parks

**CITY COUNCIL**  
Robert L. Vogel III  
Taylor J. Sisk  
Jamie L. Bradley  
Joshua Rowan

**AGENDA ITEM: 1**

**TO:** Mayor and Council

**FROM:** Jim Aton  
Hussey Gay Bell

**DATE:** August 22, 2024

**PURPOSE:** For approval of Change Order No. 2 associated with Heavy Constructors contract.

**BACKGROUND:** Heavy Constructors is under contract to complete the water treatment facility. According to the contract, any change order should be approved by the Mayor and Council. The change order being presented is a result of an increase in pricing from the original bid amount. The items listed have increased in construction cost due to the length of the project. The change order is necessary to complete and operate the water treatment plant.

**RECOMMENDATION:** To approve Change Order No. 2 for the Heavy Constructors contract.

**FUNDING:** Prepaid Contingency Fund

**ATTACHMENTS:** Included



## Managed IT Support - Partner Plan

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Quote # 029119 Version 1

Prepared for:  
City of Auburn

Monday, June 17, 2024

City of Auburn  
Matthew Redfern  
1369 4th Ave  
Auburn, GA 30011  
mredfern@cityofauburn-ga.org

Dear Matthew,

Thank you for your interest in working with Novatech, the Southeast's premier Managed Office Solution provider for Managed IT, Managed Print, Managed Security & Managed Cloud Solutions for small and medium-sized businesses.

Here is the proposal you requested. It was great speaking with you recently! I learned a lot about City of Auburn through our conversation and truly appreciate the time you took in discussing the needs & requirements of your organization with us.

Based on the Assessment and our experience; I have created the attached, detailed proposal for you that specifically meet the needs we discussed.

As I assured you, we strive to provide World Class Technology Services and find you the absolute best return on your investment. With your agreement to this proposal, you will get a dedicated team of professionals that truly understand how critical IT is, that you are spending time running your business and not on technical support needs and issues.

Thank you!



**The Managed Office Experts! Expert Guidance & Proven Processes for over 31 Years**

- Managed IT Services
- Managed Print
- Managed Security
- Managed Cloud Solutions

For more information, please visit our website at [NOVATECH.net](https://NOVATECH.net)

*PR Reddy*

PR Reddy  
Managed Office Solutions Expert  
Atlanta

## Support Plan Details

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### Managed IT Support - **Partner Plan**

Includes:

Site Support

\*24x7 Monitoring & Alerting using **Auvik**

**Device Management & Security Patching** as applicable/compatible for Windows and Mac OS Supported/Compatible Devices:

\*Patching Solution for all Named Devices and Virtual/Physical Server(s)

-Security Updates, Patches and Hotfixes

\***SentinelOne Endpoint Detection and Response with Security Operation Center Services** for Windows and Mac OS Supported/Compatible Machines & Virtual/Physical Server(s)

\***Dark Web ID Scanning & Reporting (Primary Domain), Real Time Privilege Access Management & Vulnerability Management**

\***Weekly Maintenance**

-Defrag, Spyware Clean up, Temp file clean up, Disk clean up

\***Microsoft 365 Portal & User Email Support**

\***Backup - Cloud Backup, Disaster Recovery & Business Continuity**

\***Advanced Email Threat Protection**

\*\***Unlimited Help Desk Support** for Users and Virtual/Physical Server(s)

\*\***Unlimited Onsite Support** for Auburn, GA Named Devices and Virtual/Physical Server(s)

\*Assigned: **Technical Account Manager**

-Monthly Meetings / Quarterly Business Reviews / Annual Strategic Technology Plan

-IT Planning

-Project Management

-Asset Management

-Change Management

-Security Planning

Not included: New Installs & Solution Design

Partner Support Plan

Description	Recurring	Qty	Ext. Recurring
<p><b>Site Infrastructure &amp; Support</b></p> <p>Site Infrastructure &amp; Support (ISP/Router, Firewall, Switches, Wireless Access Points, Hosts, NAS, UPS)</p> <p>1-10 Total Endpoints</p>	\$225.00	1	\$225.00
<p><b>Site Infrastructure &amp; Support Large</b></p> <ul style="list-style-type: none"> <li>- 24x7x365 Site Monitoring</li> <li>- Powered by Auvik</li> <li>- Per Site</li> <li>- 21+ Total Endpoints (ISP/Router, Firewall, Switches, Wireless Access Points, Hosts, NAS, UPS)</li> </ul>	\$375.00	1	\$375.00
<p><b>On Premise Server (Physical or Virtual)</b></p> <p>Support &amp; Maintenance (Support, Maintenance, Alert, Patch)</p> <p>Includes - <b>Endpoint Detection and Response:</b></p> <ul style="list-style-type: none"> <li>· Next-Generation Endpoint Protection and Advanced Threat Detection and Response</li> <li>· Managed by dedicated SOC (<b>Security Operations Center</b>)</li> <li>· Pre-Execution Static AI engine provided protection <ul style="list-style-type: none"> <li>o The Static AI engine replaces traditional signatures and obviates recurring scans that kill end-user productivity.</li> </ul> </li> <li>· On-execution protection via Behavioral AI engines <ul style="list-style-type: none"> <li>o Vector-agnostic – file-based malware, scripts, weaponized documents, lateral movement, file-less malware, and even zero-days.</li> </ul> </li> <li>· Post Execution Automated EDR (Endpoint Detection And Response) <ul style="list-style-type: none"> <li>o Mitigates threats automatically, perform network isolation, and auto-immunize the endpoints against newly discovered threats</li> </ul> </li> <li>· Safety measure with ability to rollback an endpoint to its pre-infected state</li> <li>· Autonomously Detect and Remediate Advanced Attacks</li> <li>· Automated endpoint installation enforcement</li> </ul>	\$245.00	3	\$735.00
<p><b>User Support</b></p> <p>(24/7/365) Remote or Onsite</p>	\$45.00	18	\$810.00

Partner Support Plan

Description	Recurring	Qty	Ext. Recurring
<p><b>Windows Device Support, Security and Maintenance</b> w/ Security &amp; Maintenance Package - Managed Device: (Patch/Maintenance/AV/AM/AS/Inventory/NSight Client Portal) Cisco Open DNS Security License</p> <p><b>*Real Time Privilege Access Management</b></p> <p><b>*Vulnerability Management</b></p> <p>Includes - Endpoint Detection and Response:</p> <ul style="list-style-type: none"> <li>· Next-Generation Endpoint Protection and Advanced Threat Detection and Response</li> <li>· Managed by dedicated SOC (Security Operations Center)</li> <li>· Pre-Execution Static AI engine provided protection <ul style="list-style-type: none"> <li>o The Static AI engine replaces traditional signatures and obviates recurring scans that kill end-user productivity.</li> </ul> </li> <li>· On-execution protection via Behavioral AI engines <ul style="list-style-type: none"> <li>o Vector-agnostic – file-based malware, scripts, weaponized documents, lateral movement, file-less malware, and even zero-days.</li> </ul> </li> <li>· Post Execution Automated EDR (Endpoint Detection And Response) <ul style="list-style-type: none"> <li>o Mitigates threats automatically, perform network isolation, and auto-immunize the endpoints against newly discovered threats</li> </ul> </li> <li>· Safety measure with ability to rollback an endpoint to its pre-infected state</li> <li>· Autonomously Detect and Remediate Advanced Attacks</li> <li>· Automated endpoint installation enforcement</li> </ul> <p><b>*S1 OS Requirements:</b> Windows Server: 2022, 2019, 2016, 2012 R2, 2012, 2008 R2 SP1 Windows Workstation: Windows 7 SP1, 8, 8.1, 10, 11 Linux: Due to the variety of Linux distributions please contact Novatech for detailed requirements</p>	\$20.00	35	\$700.00

Partner Support Plan

Description	Recurring	Qty	Ext. Recurring
<b>Fortress Advanced Email Security</b> Advanced Email Security - Powered by Proofpoint - Inbound and outbound email filtering - DLP filters - Attachment Defense Reputation Service - URL Defense - Attachment Defense Sandboxing - Email Encryption - Social Media Protection  * Count determined by number of licensed mailboxes	\$7.25	18	\$130.50

Monthly Subtotal: **\$2,975.50**

Microsoft 365

Description	Recurring	Qty	Ext. Recurring
<b>Microsoft 365 Email Platform Support</b> Microsoft 365 Email Support Platform *Online Portal Support and Management *Unlimited break/fix for email delivery (including PCs, tablets and smartphones) *90 day Searchable Audit Log *Yearly Audit Reports for Advanced Threat Protection Deployments *Licensing Administration & Feature Administration (requires CSP Partner delegation) ***Migrations, New User Setups & M365 Licenses are not included	\$200.00	1	\$200.00

Monthly Subtotal: **\$200.00**

Fortress Secure

Description	Recurring	Qty	Ext. Recurring
<b>Security Awareness Training</b> Security Awareness Training - Unlimited phishing simulations - Unlimited training modules - Unlimited policy storage and management - Passwordless Learning Management System - Automated reporting - Insights into employee performance and behavior  * Count determined by number of knowledge workers	\$4.00	18	\$72.00

Fortress Secure

Description	Recurring	Qty	Ext. Recurring
<b>Fortress Business Continuity &amp; Disaster Recovery</b>	\$165.00	3	\$495.00
Business Continuity & Disaster Recovery			
- Cloud Backups & Restore			
- Cloud Disaster Recovery & Business Continuity			
- 24x7x365 NOC Monitoring			
- Routine Screenshot Verification			
- Quarterly Disaster Recovery Testing			
- 1 Year Data Retention			
- Price per Server			
* Hybrid backup available with purchase of local BCDR appliance			
<b>Fortress SaaS Backup M365</b>	\$6.00	18	\$108.00
SaaS backup for M365			
- Powered by Keepit			
- Cloud Backups & Restore			
- Multiple Daily Backups			
- SmartSearch			
- AirGap Anti-Ransomware Technology			
- Up to 7 year retention			
- Price per Mailbox			
* Requires dedicated Business Standard Account			
<b>Connectwise - Downstream IT License</b>	\$75.00	1	\$75.00
Connectwise Downstream IT License			
<b>NovaControl Automate</b>	\$25.00	1	\$25.00
Automate Downstream IT License			

Monthly Subtotal: **\$775.00**

Turn Up/Activation

Description	Price	Qty	Ext. Price
<p><b>Activation Engineering - Turnup Services</b></p> <p>Managed IT Support Plan Turn Up</p> <p>Includes:</p> <ul style="list-style-type: none"> <li>• Assign and Introduce your new dedicated Technical Account Manager (TAM)</li> <li>• Conduct internal hand-off meeting from your MOSE to Novatech Operations</li> <li>• Conduct Executive Kickoff meeting with our Activations Team and your Leadership Team</li> <li>• Work with any outgoing IT provider to plan cutover and secure any current password and other documentation</li> <li>• Setup management systems and allocate licensing/agents for deployment</li> <li>• Conduct End-user kickoff meeting to advise your users of Novatech's role and how to contact and work with support</li> <li>• Onsite for discovery, documentation, and initial agent push</li> <li>• Conduct "Elaborate" milestone meeting to assess intermediate findings</li> <li>• Reconcile Email subscription licensing, user, and device counts</li> <li>• Setup in Novatech NSight Portal</li> <li>• Conduct internal closeout meeting – assess final findings and prepare for Activation closeout</li> <li>• Conduct Client Reiterate meeting to finalize findings and transition to support</li> <li>• Internal Handoff to support meeting</li> </ul>	\$3,950.00	1	\$3,950.00

Subtotal: **\$3,950.00**

## Managed IT Support - Partner Plan



Prepared by:  
**Atlanta**  
PR Reddy  
PR.Reddy@Novatech.net

Prepared for:  
**City of Auburn**  
1369 4th Ave  
Auburn, GA 30011  
Matthew Redfern  
7709634002229  
mredfern@cityofauburn-ga.org

Quote Information:  
**Quote #: 029119**  
Version: 1  
Delivery Date: 06/17/2024  
Expiration Date: 07/14/2024

### Quote Summary

Description	Amount
Turn Up/Activation	\$3,950.00
<b>Total:</b>	<b>\$3,950.00</b>

### Monthly Expenses Summary

Description	Amount
Partner Support Plan	\$2,975.50
Microsoft 365	\$200.00
Fortress Secure	\$775.00
<b>Monthly Total:</b>	<b>\$3,950.50</b>

Please see below for Terms and Conditions.

#### Atlanta

Signature: PR Reddy  
 Name: PR Reddy  
 Title: Managed Office Solutions Expert  
 Date: 06/17/2024

#### City of Auburn

Signature: \_\_\_\_\_  
 Name: Matthew Redfern  
 Date: \_\_\_\_\_

## Terms and Conditions

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### **For Managed Service Plans:**

- Tax & Shipping costs NOT included unless otherwise indicated
- Proposal is valid for 30 days
- This Quote will be associated to your Master Service Agreement as description Managed IT Support deliverables .
- All Invoices for Novatech Business Cloud / Managed IT Support Agreements and all recurring services are due upon receipt.
- Invoice payments are automatically processed via ACH on file upon due date.
  - Credit Cards can be used for a 3.5% Service Fee.

### **For Professional Services and Projects:**

#### General Terms:

- Quoted hours are estimated and are subject to change with Client approval for out of scope items or other anomalies discovered after the project has begun
- Tax NOT included
- Shipping not included
- Trip Charges NOT included
- Proposal is valid for 30 days

#### Product Return Terms:

- Opened product is not eligible for return
- Cancelled Orders are subject to the vendor's return policies and may be subject to a 15% restocking fee. For product not eligible for return, client will be invoiced the quoted amount.

#### Product Payment Terms: (for non-leased/rented product)

- A 50% deposit is required for product (hardware or software) prior to ordering.
- The remaining balance of product as well as shipping fees are due upon delivery of product

#### Labor Payment Terms: (for labor quotes less than \$5,000)

- Intermittent billing of labor for projects greater than 30 days are due Net 15.

#### Labor Deposit Terms: (for labor quotes equal to or greater than \$5,000)

- 25% of quoted service fees are due upon invoice receipt, including offsite project management and equipment pre-configuration
- Balance of labor will be billed intermittent for projects greater than 30 days and are due Net 15

**TRAVEL:** Novatech will bill as a pass through all travel costs including: flight, hotel, transportation and meals.



**MAYOR**  
Rick E. Roquemore

**CITY ADMINISTRATOR**  
Michael E. Parks

**CITY COUNCIL**  
Robert L. Vogel III  
Taylor J. Sisk  
Jamie L. Bradley  
Joshua Rowan

**AGENDA ITEM: I**

TO: Mayor and Council

FROM: Michael Parks  
City Administrator

DATE: September 12, 2024

**PURPOSE:**

To approve Ordinance #24-010 for the FY2025 Budget as presented in the Council Public Hearing on August 29, 2024.

**BACKGROUND:**

A City's operating budget fulfills several important functions. It is a tool for financial management, a plan for providing services, a way to rationalize how tax dollars will be spent, and a mechanism for communicating policy preferences and goals to the public. This single document contains the City's financial, operational, and political plans for the next twelve months, making the budget one of the most important documents produced by a city government.

One overriding function of the budget is as a tool for communicating with the public. The budget communicates the City's fiscal and management policies and provides an explanation to citizens on how programs and services will be funded. Public funds must be used as efficiently and effectively as possible to provide programs and services. The budget document is a statement of the city's priorities for providing the services that are demanded by the public. The budget cycle is a continuous process that requires values, goals, and priorities to be translated into programs and services. Budgeting requires the legislative body and executive branch to work together to decide on the most effective way to spend the City's revenues.

The State of Georgia requires each municipal governing body to establish a balanced General Fund Budget under Title 36, Chapter 81, and Article 1 of the Official Code of Georgia Annotated. The City of Auburn's Fiscal Year operates from October 1st to September 30th of each year.

**Funding:** SEE ATTACHED

**RECOMMENDATION:**

To approve Ordinance #24-010 for the FY 2025 Budget in the amounts of \$ \$10,563,529 for Revenue and \$10,563,529 for Expenditures.

**Attachment:** Ordinance # 24-010

**CITY OF AUBURN**  
**PROPOSED BUDGET FY2025**  
**COMPARISON FY2022, FY2023, FY2024, FY2025**  
 SEPTEMBER 6, 2025

DEPARTMENT	FY2022	FY2023	FY2024	FY2025
	APPROVED	APPROVED	APPROVED	PROPOSED
LEGISLATIVE - GG	\$ 37,889.98	\$ 38,648.34	\$ 87,070.41	\$ 124,744.75
EXECUTIVE - MAYOR - GG	\$ 44,836.05	\$ 42,760.24	\$ 167,385.32	\$ 195,016.79
ELECTIONS - GG	\$ 5,604.00	\$ 5,350.00	\$ 5,350.00	\$ 5,786.03
FINANCIAL - GG	\$ 447,596.28	\$ 613,319.31	\$ 623,174.17	\$ 807,725.10
LAW - GG	\$ 20,000.00	\$ 20,000.00	\$ 20,600.00	\$ 5,000.00
IT INFORMATION TECH. - GG	\$ 83,000.00	\$ 80,000.00	\$ 97,650.00	\$ 138,000.00
CODE ENFORCEMENT - GG	\$ 60,841.24	\$ 107,671.75	\$ 111,675.04	\$ 82,783.99
MUNICIPAL COURT - PS	\$ 97,949.66	\$ 104,945.41	\$ 123,111.74	\$ 126,377.42
POLICE - PS	\$ 1,839,267.65	\$ 2,173,062.72	\$ 2,149,820.40	\$ 2,461,312.98
GOV'T BLDG - PW	\$ 213,589.23	\$ 211,175.96	\$ 258,076.39	\$ 260,223.02
PUBLIC WORKS - PW	\$ 243,862.35	\$ 391,238.24	\$ 1,349,675.36	\$ 1,017,206.19
ROADS - PW	\$ 101,175.00	\$ 110,583.00	\$ 111,283.00	\$ 45,700.00
STREET LIGHTING - PW	\$ 85,000.00	\$ 100,000.00	\$ 105,000.00	\$ 122,000.00
PERRY RAINEY CENTER - GG	\$ 78,615.00	\$ 28,200.00	\$ 57,610.00	\$ 58,525.00
SPECIAL EVENTS - GG	\$ 78,615.00	\$ 78,865.72	\$ 103,533.25	\$ 155,203.19
PARKS & LEISURE - GG	\$ 297,611.47	\$ 224,228.41	\$ 392,839.08	\$ 388,361.31
LIBRARY - GG	\$ 139,720.00	\$ 164,720.00	\$ 172,956.00	\$ 172,956.00
PLANNING & ZONING - GG	\$ 267,925.58	\$ 226,868.08	\$ 252,941.83	\$ 352,981.30
DDA - GG	\$ 1,375.00	\$ 3,150.00	\$ -	\$ 16,335.54
TRANSFERS	\$ -	\$ -	\$ -	\$ 141,870.39
<b>GENERAL FUND BUDGET</b>	<b>\$ 4,124,477.00</b>	<b>\$ 4,724,637.00</b>	<b>\$ 6,331,793.00</b>	<b>\$ 6,678,109.00</b>
<b>GENERAL FUND REVENUE</b>	<b>\$ 4,167,153.00</b>	<b>\$ 4,724,787.00</b>	<b>\$ 6,451,157.00</b>	<b>\$ 6,678,109.00</b>
<b>MILLAGE RATE 4.931</b>				
<b>WATER FUND BUDGET</b>				
<b>EXPENSE</b>	<b>\$ 2,486,241.00</b>	<b>\$ 2,269,474.00</b>	<b>\$ 2,869,496.00</b>	<b>\$ 3,644,420.00</b>
<b>REVENUE</b>	<b>\$ 2,486,241.00</b>	<b>\$ 2,269,474.00</b>	<b>\$ 2,869,496.00</b>	<b>\$ 3,644,420.00</b>
<b>STORM WATER BUDGET</b>				
<b>EXPENSE</b>	<b>\$ 122,760.00</b>	<b>\$ 119,675.00</b>	<b>\$ 143,825.00</b>	<b>\$ 241,000.00</b>
<b>REVENUE</b>	<b>\$ 122,760.00</b>	<b>\$ 119,675.00</b>	<b>\$ 143,825.00</b>	<b>\$ 241,000.00</b>
<b>TOTAL REVENUE</b>	<b>\$ 6,753,474.00</b>	<b>\$ 7,113,936.00</b>	<b>\$ 9,464,478.00</b>	<b>\$ 10,563,529.00</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 6,733,478.00</b>	<b>\$ 7,113,786.00</b>	<b>\$ 9,345,114.00</b>	<b>\$ 10,563,529.00</b>

**ORDINANCE # 24-010**  
**AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE**  
**CITY OF AUBURN, GEORGIA**

TO ADOPT THE FISCAL YEAR 2025 BUDGET FOR EACH FUND OF THE CITY OF AUBURN, GEORGIA, APPROPRIATING THE AMOUNTS SHOWN IN EACH BUDGET AS EXPENDITURES/EXPENSES, ADOPTING SEVERAL ITEMS OF REVENUE ANTICIPATIONS, AND PROHIBITING EXPENDITURES OR EXPENSES FROM EXCEEDING THE ACTUAL FUNDING AVAILABLE.

**WHEREAS**, sound governmental operations require a General Fund Budget in order to plan the financing of services for the citizens of the City of Auburn; and

**WHEREAS**, Title 36, Chapter 81, Article 1 of the Official Code of Georgia Annotated (OCGA) requires a Balanced Budget for the City’s Fiscal Year, which runs from October 1<sup>st</sup> to September 30<sup>th</sup>, of each year; and

**WHEREAS**, the Mayor and City Council of the City of Auburn have reviewed the proposed FY 2025 Budget as presented by the City Administrator and provided public notice and held a public hearing as required by Georgia Law; and

**WHEREAS**, the General Fund is a Balanced Budget, so that anticipated revenues and other financing sources equal the proposed expenditures and expenses; and

**WHEREAS**, the Mayor and City Council wish to adopt this proposal as the Fiscal Year 2024 Annual Budget, effective from October 1, 2024 to September 30, 2025.

**NOW THEREFORE**, The Council of the City of Auburn hereby ordains as follows:

**Section 1.** That the proposed Fiscal Year 2025 Budget, attached hereto and incorporated herein by reference as a part of this Ordinance is hereby adopted as the Budget for the City of Auburn, Georgia for Fiscal Year 2025, which begins October 1, 2024, and ends on September 30, 2025.

**Section 2.** That the several items of revenues, other financing sources, and sources of cash shown in the budget for each fund in the amounts anticipated are hereby adopted, and that the several amounts shown in the budget for each fund as proposed expenditures or expenses, and uses of cash are hereby appropriated to the departments named in each fund.

**Section 3.** That the “legal level of control” as defined in OCGA §36-81-5 is set at the departmental level, meaning that the City Administrator, in capacity as Budget Officer is authorized to move appropriations from one-line item to another within a department, but under no circumstances may expenditures or expenses exceed the amount appropriated for a department without a budget amendment approved by the Mayor and City Council.

**Section 4.** That all appropriations shall lapse at the end of a Fiscal Year.

**Section 5.** That this ordinance shall be and remain in full force and effect from and after its date of adoption.

It is so ordained on this 12th day of September 2024.

**City of Auburn, Georgia**

\_\_\_\_\_  
**Richard Roquemore, Mayor**

\_\_\_\_\_  
**Taylor J. Sisk, Council Member**

\_\_\_\_\_  
**Joshua Rowan, Council Member**

\_\_\_\_\_  
**Jamie L. Bradley, Council Member**

\_\_\_\_\_  
**Robert L. Vogel III, Council Member**

**Attest:**

\_\_\_\_\_  
**Brooke Haney, City Clerk**  
**City of Auburn**



**MAYOR**  
Rick E. Roquemore

**CITY ADMINISTRATOR**  
Michael E. Parks

**CITY COUNCIL**  
Robert L. Vogel III  
Taylor J. Sisk  
Jamie L. Bradley  
Joshua Rowan

**AGENDA ITEM: 3**

TO: Mayor and Council

FM: Michael Parks  
City Administrator

DATE: September 12, 2024

**PURPOSE:** For the city to September 30, 2024, as City of Auburn Reads Day. To help promote literacy in our community, we encourage residents to spend time reading.

**BACKGROUND:** GMA and Georgia City Solutions, along with Malcolm Mitchell of the Share the Magic Foundation, have partnered with the Georgia Council on Literacy to promote a new “Georgia Reads” initiative. Governor Kemp has also proclaimed September 30<sup>th</sup> as GEORGIA READS DAY. The purpose of Georgia Reads is to raise awareness of the need to improve reading skills in all age groups, encourage activities to increase literacy rates and recognize community partnerships that are actively contributing to a more literate Georgia.

**RECOMMENDATION:** To approve Georgia Reads Day Proclamation #07-024 in the City of Auburn.

**FUNDING:** N/A

**GEORGIA READS DAY PROCLAMATION**  
**#07-024**

- WHEREAS:** Literacy is not just an education issue but an economic, workforce, and quality of life issue. It is also a predictor of future educational achievement, economic status, and lifelong health and well-being.
- WHEREAS:** In 2023, 61% of Georgia rising fourth graders did not read proficiently, and research shows that children who are proficient readers by the end of third grade are four times more likely to graduate from high school than their peers who are not reading on grade level.
- WHEREAS:** The General Assembly recognized the importance of literacy skills with the passage of two bills in 2023: SB 211, that created the Georgia Council on Literacy, and HB 538, that requires comprehensive education reforms for reading instruction in the science of reading.
- WHEREAS:** Understanding that collaborative efforts and strategic partnerships must be undertaken to effectively address literacy issues, the Georgia Municipal Association (GMA) and its nonprofit organization, Georgia City Solutions, members of the Georgia General Assembly, and football champion now turned children’s author, Malcolm Mitchell, partnered with the Georgia Council on Literacy to launch “Georgia Reads” at the 2024 GMA Annual Convention.
- WHEREAS:** Community involvement is essential to literacy improvements and “Georgia Reads” will include recognizing 10 community partnerships that have increased literacy in the past three to five years as Georgia Reads Communities.
- WHEREAS:** September 30, 2024, marks a date when all Georgians are encouraged to create awareness about the importance of reading and encourage community partnerships to promote future literacy improvements.
- WHEREAS:** Together we can improve Georgia’s economic vitality one book at a time.
- THEREFORE:** I, Richard Roquemore, do hereby proclaim September 30, 2024, as **CITY OF AUBURN READS DAY** and encourage all residents, businesses, and community partners to help promote and elevate literacy as a community priority.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this \_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_ Richard Roquemore, Mayor



MAYOR  
Richard E. Roquemore

CITY ADMINISTRATOR  
Michael E. Parks

CITY COUNCIL  
Robert L. Vogel, III  
Taylor J. Sisk  
Jamie L. Bradley  
Joshua Rowan

AGENDA ITEM NO: \_\_\_\_ 4 \_\_\_\_

TO: MAYOR & COUNCIL

FROM: Iris Akridge – Public Works Director

DATE: September 12, 2024

PURPOSE: To consider Volunteer’s from Auburn Museum project

BACKGROUND: Volunteers from the Auburn Museum have proposed to City staff the idea of painting several City Leaf stencils along Paul Brown Avenue, starting from the old City Hall. These stencils are intended to guide foot traffic to the museum for upcoming festivals.

Drawings for the idea are included in packet documents.

A roller will be used to apply the street paint for stenciling.

The project will incur no cost to the city, as all materials and labor will be provided by the museum volunteers.

FUNDING: N/A

RECOMMENDATION: Approve the project proposed by the volunteers from the Auburn Museum to paint stencils along Paul Brown Avenue, starting from the old City Hall.

FOLLOW

TO

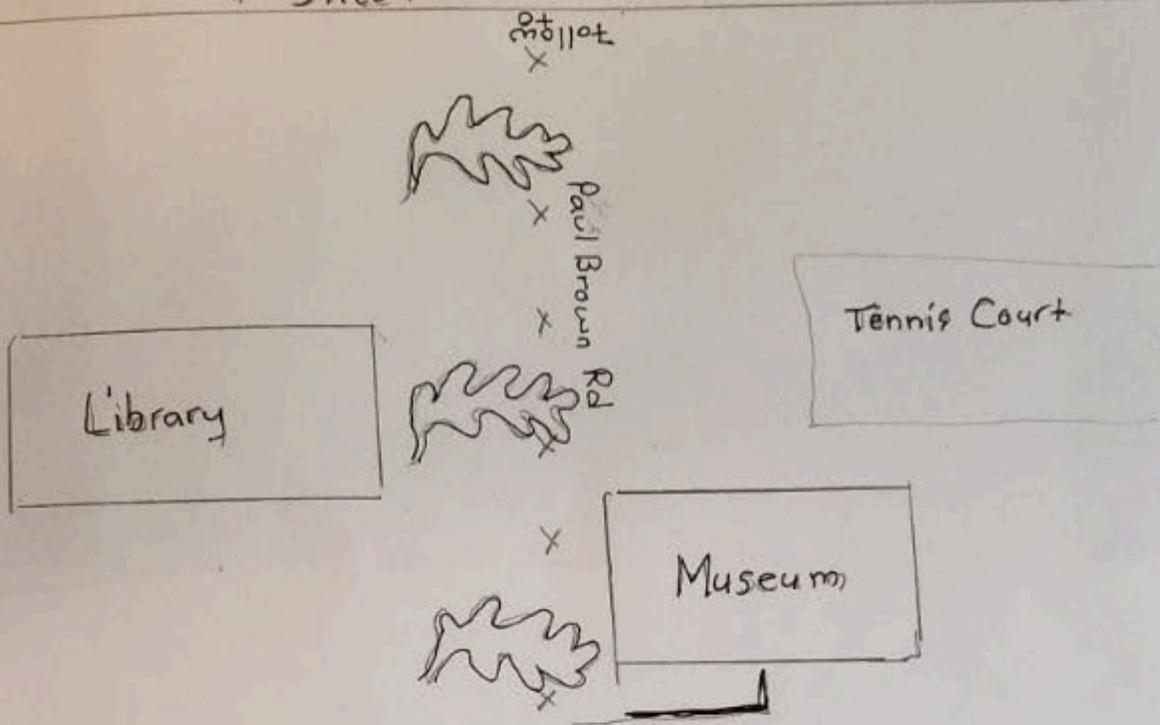
AUBURN'S

HISTORICAL

MUSEUM!



4th Street



place oak leaves about 10 feet apart

