



BROOKS TOWN COUNCIL MEETING

MINUTES

June 15, 2026

Mayor Pro Tem Israel delivered the Invocation, led the Pledge, and then called the meeting to order at 6:30 p.m.

Mayor Pro Tem: Scott Israel

Council Members Present: Ted Britt
Brian Davis
Sara Nelson
Bishop Watts

Absent: Mayor Langford

Agenda:

The proposed agenda for Monday, June 15, 2026, was emailed to the Mayor and Council Members for review before tonight's meeting. Mayor Pro Tem Israel asked for a motion to approve the agenda. Council Member Sara Nelson made a motion to approve the agenda as presented; Council Member Brian Davis seconded the motion. The vote was unanimous.

Council Meeting Minutes:

The draft Council Meeting Minutes for Monday, May 18, 2026, were emailed to the Mayor and Council Members for review before tonight's meeting. Mayor Pro Tem Israel asked for a motion to approve the Council Minutes; Council Member Bishop Watts made a motion to approve the May 18, 2026, minutes, as presented; Council Member Brian Davis seconded the motion. The vote was unanimous, with Council Member Ted Britt abstaining.

Public Hearing – Opened at 6:51 p.m. / Closed at 6:52 p.m.

Second Reading of the Proposed FY2027 Budget

L. Spohr presented the proposed FY2027 Budget for its second reading and adoption.

The FY2027 Budget presentation reiterated the town's process of becoming an incorporated entity and establishing qualified administrative staff to manage responsibilities and ensure continued compliance with Qualified Local Government requirements.

Governmental Funds, LMIG, the 2017 and 2023 SPLOST programs, and projects or categories associated with those funds were reviewed and discussed. The proposed FY2027 governmental budget totals \$548,684 for General Funds and \$180,000 for SPLOST Funds. The Enterprise Fund budget totals \$43,000 and includes Water and Sewer, Solid Waste, and Stormwater categories.

FY2027 revenue sources were also reviewed. Approximately 75% of the General Fund revenue, totaling \$413,659, is generated through taxes, including LOST, Property Tax, TAVT Tax, Insurance Premium Tax, Franchise Fees, and miscellaneous taxes.

FY2027 expenditures were reviewed, with 51% of expenses allocated to Administration. L. Spohr presented an itemized chart reflecting the categories included in the Administration allocation and reviewed the percentage changes between the FY2026 and FY2027 budgets. The FY2027 budget reflects an increase of 14.9%, based on anticipated tax revenue compared to revenue received in FY2026. Other expenditure categories include Public Works, LMIG, Library, Cemetery, Capital Projects, Parks and Recreation, and Stormwater transfer.

It was also noted that 3% of expenses will be funded from Fund Balance for the construction of a Veterans Monument honoring past, present, and future veterans of the 30205 zip code.

The budget also indicates that the millage rate of 1.126 will remain unchanged.

Proposed FY2027 projects include: \$20,000 for Capital Improvement Projects; \$12,000 to BAR; \$4,000 to upgrade the Town's website to become ADA compliant no later than August 2028, and a \$1,000 donation to the Brooks Women's Club.

The 2017 and 2023 SPLOST projects were reviewed, including current balances and proposed revenues.

Additionally, five-year projected expenses included in the FY2027 Budget were discussed, including signage and façade replacement for Town Hall, new street banners, improvements to Hardy Hall including painting and HVAC upgrades, Market Hall roof repairs or replacement, Brooks Chapel HVAC replacement, entry cement repairs and other upgrades, and the purchase of a new tractor to allow Town staff to complete road repairs and maintenance on the access road and cemetery.

Mayor Pro Tem Israel asked Council to consider adding a 2% COLA (cost-of-living adjustment) for Town employees only, utilizing Fund Balance to fund the increase. Mayor Pro Tem Israel asked L. Spohr the amount that would be required from Fund Balance to support a 2% COLA. L. Spohr replied that the amount would be \$4,767.

Mayor Pro Tem Israel asked if Council had any additional questions. Hearing none, he invited questions from the audience. Two questions were raised; however, they were unrelated to the FY2027 Budget and would be addressed later in the meeting. Hearing no additional questions regarding the FY2027 Budget, Mayor Pro Tem Israel closed the public hearing at 6:52 p.m.

Old Business

FY2027 Budget – Request for Adoption

L. Spohr asked Mayor Pro Tem Israel and Council to consider adopting the FY2027 Budget as presented, with the addition of a 2% COLA for Town employees at a cost of \$4,767. Mayor Pro Tem Israel asked for a motion regarding the FY2027 Budget and the 2% COLA.

Council Member Brian Davis made a motion to approve the FY2027 Budget with the 2% COLA. Council Members Bishop Watts & Sara Nelson seconded the motion. The vote was unanimous.

ARPA – Request to Repay U.S. Treasury

L. Spohr reported that the FY2025 audit had been completed. A full copy of the audit report was provided to the Mayor and Council and would also be made available on the Town's website. L. Spohr advised that the audit contained one reportable finding requiring action by the Council.

L. Spohr explained that the American Rescue Plan Act (ARPA) program began on March 3, 2021, and that December 31, 2024, was the deadline by which all local and state ARPA funds were required to be obligated or under contract. A total of \$74,895.13 was not obligated by the deadline and, therefore, must be returned to the U.S. Treasury.

Council Member Ted Britt asked why the funds had not been obligated by the required deadline. M. Ungaro responded that the Town had a limited amount of time to utilize and obligate the funds.

L. Spohr further clarified that the funds required to be repaid were maintained separately from the Town's General Fund account.

Mayor Pro Tem Israel requested a motion regarding the repayment of the ARPA funds to the U.S. Treasury. Council Member Brian Davis made a motion to approve the repayment of \$74,895.13 to the U.S. Treasury. Council Member Bishop Watts seconded the motion. The vote was unanimous.

New Business:

Resolution 2026-04 – Moratorium – Town Mixed Use.

M. Ungaro presented Resolution 2026-04, establishing a temporary 180-day moratorium on new recreational vehicle (RV) uses within the Town. He explained that recent inquiries and concerns regarding RV uses prompted the need to temporarily pause new uses while the Town conducts its upcoming zoning ordinance review. He clarified that the moratorium would not affect existing provisions allowing temporary RV occupancy associated with construction or qualifying hardship situations.

A member of the public requested an opportunity to discuss the proposed moratorium. Mayor Pro Tem Israel allowed the public comment to proceed. A resident questioned the urgency of adopting the moratorium with the Town's ordinance review scheduled to begin shortly. It was explained that the purpose of the moratorium was to prevent additional RV uses from being established while the Town reviews and considers appropriate zoning regulations.

Mayor Pro Tem Israel requested a motion regarding Resolution 2026-04. Council Member Sara Nelson made a motion to approve Resolution 2026-04, establishing the temporary moratorium. Council Member Ted Britt seconded the motion. The vote was unanimous.

Resolution 2026-05 – LHOST

M. Ungaro presented Resolution 2026-05 regarding the Local Homestead Option Sales Tax (LHOST). He explained that recent action by the Georgia General Assembly established a

mechanism for providing property tax relief to qualifying homestead property owners through an additional local sales tax.

M. Ungaro further explained that the Town was required to take action within a limited timeframe to preserve its ability to participate should an LHOST referendum be placed on the ballot. Adoption of the resolution would allow the Town to participate in the referendum process, while failure to adopt the resolution would eliminate the Town's opportunity to participate.

Mayor Pro Tem Israel requested a motion regarding Resolution 2026-05. Council Member Brian Davis made a motion to approve Resolution 2026-05 – LHOST. Council Member Bishop Watts seconded the motion. The vote was unanimous.

Committee Reports:

Mayor's Report:

No report was given, as the Mayor was unable to attend this evening's meeting.

Recreation:

Chris Moody reported that the recent fundraising event was successful this year after having been canceled due to rain the previous year.

The concession stand improvements have been completed. Council Member Ted Britt was thanked for his assistance with moving bricks, which helped facilitate completion of the walkway.

It was also reported that four Brooks Area Recreation baseball teams qualified to advance to the State Tournament: 6U, 8U, 10U, and 12U.

Library:

K. Bradley reported that 149 books were identified for deaccession during June due to their condition and/or because they had not been checked out in 15 years or more. The books had copyright dates ranging from 1963 to 2011 and an estimated current value of \$294.35, calculated at 10% of their original value.

A total of 576 books were deaccessioned for donation, consisting of 404 books deaccessioned in May and an additional 172 books deaccessioned in June. The additional 172 books had an estimated value of \$287.80. A total of 1,185 books were donated to the Department of Driver Services, some of which had been deaccessioned during previous months. Kim Bradley was recognized and thanked for her efforts in organizing and completing the donation on short notice.

Mayor Pro Tem Israel asked for a motion to approve the deaccession of the library books and values as presented. Council Member Bishop Watts made a motion to approve the deaccession of 149 books for June and the 576 books donated to the Department of Driver Services. Council Member Sara Nelson seconded the motion. The vote was unanimous.

An update was also provided regarding the Town's "Find a Loved One" feature, which allows users to search for individuals buried in the cemetery and is intended to provide walking directions to

specific gravesites. The system may also assist users in identifying available cemetery lots near existing family gravesites.

Town Clerk / Finance Officer:

L. Spohr presented the May 2026 Financial Report. LOST revenue for May totaled \$16,570.28, reflecting an increase of 5.29% compared to May of the previous year and an increase of 0.07% year-to-date. SPLOST revenue, representing the April distribution, totaled \$16,700.91, reflecting an increase of 5.25% compared to April of the previous year and an increase of 1.87% year-to-date.

L. Spohr also reported the following:

- An AMWASTE garbage truck recently caught fire as a result of a lithium battery being placed in the trash. The Fire Department was able to extinguish the fire, and although collection was delayed, service was completed.
- The Town was awarded Qualified Local Government (QLG) status following completion of the required process and adoption of the Town's most recent annual update to the Capital Improvements Element.
- The next quarterly trash billing will take place during the first week of July and will cover the period of July 1 through September 30.
- The Georgia Department of Audits and Accounts completed its review of the FY2025 audit, identified no additional corrective items or issues, and accepted the audit as submitted.
- The 2025 Workers' Compensation Payroll Audit was completed with no findings or corrections required.
- An update was provided on the Town's investment accounts. The General Fund, Water Fund, and 2017 SPLOST accounts earned approximately \$386.46 in interest from 2023 through the beginning of 2025. Since transferring funds to the GF-1 accounts, the town has received \$13,044.55 in interest between the first quarter of 2025 and May 30, 2026.

Town Manager:

M. Ungaro presented the following updates:

- The two designated handicapped parking spaces downtown, including the space in front of the Library and the space in the small parking lot, were painted by the Fayette County Road Department to improve visibility and enforceability. A proper handicapped parking sign will also be installed in front of the Library.
- The Fayette County Road Department marked the locations on Gable Road where signage will be installed in preparation for the new speed bumps.
- A Town limit sign on West McIntosh Road was reported missing from its post.
- A speed cushion panel that had been removed from the pavement was retrieved by Council Member Bishop Watts and subsequently reinstalled. An additional set of speed cushion panels was installed near Town Hall to discourage motorists from swerving around the existing speed

cushions.

- The first Ordinance Review Committee work session is scheduled for the following week at Hardy Hall. Citizen representatives serving on the committee are Dora Hunt, Stacy Moffin, Cam Edge, and Ricky Burrell. Committee members were provided materials in preparation for the first meeting, which will begin with a review of the Town's Zoning Ordinance. Additional work sessions are scheduled for July 13, August 3, and August 31, with additional dates to be considered if necessary.
- The next Brooks Market is scheduled for Saturday, June 20, from 9:00 a.m. to 1:00 p.m. at Market Hall.

Any Other Business:

M. Ungaro addressed a question raised earlier in the meeting regarding the proposed sidewalk improvements. He explained that the Town is considering extending the sidewalk along the 85 Connector to the entrance of the football field. The proposed improvement would provide a safer pedestrian route between the school and football field by utilizing the existing drainage area, where piping could potentially be installed with a sidewalk constructed above it. Currently, pedestrians must walk along the roadway or near the edge of the drainage ditch.

M. Ungaro also provided an update on the Gable Road speed bumps, reporting that they had been ordered and were expected to arrive around the end of the month or first week of July. Installation will take place after the required warning signs are installed.

Council discussed the recurring theft of Town signs and asked whether anti-theft hardware or other measures could be used to better secure the signs. The use of locking hardware or similar preventative measures will be considered.

Council also discussed traffic and safety concerns at Church Alley, particularly vehicles traveling through the downtown area at higher speeds and the difficulty motorists experience when entering or exiting Church Alley. M. Ungaro advised that he is scheduled to meet with an engineer to review the intersection and discuss possible safety improvements. Potential options discussed included additional signage and the possibility of making the section of Church Alley between the two buildings one-way while maintaining two-way traffic on the remainder of Church Alley.

Adjourn:

Mayor Pro Tem Israel asked if there were any additional items for discussion. Hearing none, he requested a motion to adjourn.

Council Member Brian Davis made a motion to adjourn. Council Member Bishop Watts seconded the motion. The vote was unanimous, and the meeting adjourned at 7:37 p.m.

Respectfully Submitted,

Lorey Spohr, Town Clerk