



BROOKS TOWN COUNCIL MEETING

MINUTES

May 18, 2026

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

Mayor: Dan Langford

Council Members Present: Brian Davis
Sara Nelson
Bishop Watts

Council Members Absent: Ted Britt
Scott Israel

Agenda:

The proposed agenda for Monday, May 18, 2026, was emailed to the Mayor and Council Members for review before tonight's meeting. Mayor Langford asked for a motion to approve the agenda. Council Member Bishop Watts motioned to approve the agenda as presented; Council Member Sara Nelson seconded the motion. The vote was unanimous.

Council Meeting Minutes:

The draft Council Meeting Minutes for Monday, April 20, 2026, were emailed to the Mayor and Council Members for review before tonight's meeting. Mayor Langford asked for a motion to approve the Council Minutes; Council Member Sara Nelson motioned to approve the April 20, 2026, minutes, as presented; Council Member Brian Davis seconded the motion. The vote was unanimous.

Public Hearing – Opened at 6:47 p.m. / Closed at 6:50 p.m.

First Reading of the Proposed FY2027 Budget

L. Spohr presented the proposed FY2027 Budget for its first reading.

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.

Budgeted FY2027 expenditures were reviewed, reflecting that 51% of expenses are allocated to Administration, followed by Public Works, LMIG, Library, Cemetery, Capital Projects, Parks and Recreation, and the Stormwater transfer. It was also noted that 3% of expenses will be funded from Fund Balance to construct a 30205 Veterans Monument honoring past, present, and future veterans of the 30205 zip code.

The budget also indicates that the millage rate of 1.126 mills 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 Langford asked if Council had any questions. Council Member Brian Davis asked about the website upgrade, the ADA-compliant requirements, whether there is a \$4k upfront cost, and what it will cost going forward. L. Spohr stated that the proposed allocation of \$4,000 was included to upgrade the Town's website to ensure ADA compliance and improve accessibility for all users, including individuals utilizing assistive technologies. The upgrade will help align the website with current accessibility standards and improve public access to municipal information and services. The cost to upgrade is \$4k and then \$300.00 per month thereafter.

Mayor Langford asked if the audience had any questions.

Resident P. Bradley asked what the percentage difference was from the FY2026 budget. L. Spohr replied that she did not have that information available at the time but would provide it during the next reading. P. Bradley also requested an itemized list of the administrative budget, noting that it accounts for over 51% of the budgeted expenses and slightly more than half of the projected revenue. L. Spohr stated that an itemized list would be presented at the next reading.

Mayor Langford asked if there were any additional questions or comments. Hearing none, Mayor Langford closed the public hearing at 6:50 p.m.

Old Business

Crown Castle Lease

L. Spohr reported that the lease presented in the Council packet contained the previously approved terms, including no changes to the current rent amount or existing rent commencement dates. The rent increase will be a fixed 10%, instead of CPI. The lease term dates will remain the same, with a 30-year extension that continues the existing five-year terms and establishes a new expiration date of May 22, 2057. Additionally, the agreement includes a 15% revenue share applicable to all future tenants and a right of first refusal limited exclusively to Crown competitors. L. Spohr stated that the lease had been reviewed and approved by the Town Attorney for signature.

Mayor Langford requested a motion to approve the agreements as presented. Council Member Bishop Watts made a motion to approve the agreements as presented. Council Member Sara Nelson seconded the motion. The vote was unanimous.

New Business:

Traffic Study – Hwy 85 Connector / Morgan Mill Rd.

M. Ungaro reported that, in order to proceed with any improvements to the Hwy 85 Connector/Morgan Mill Road intersection, a valid traffic study must be conducted. He stated that the study is required as part of the recently awarded federal grant.

Mallett Engineering submitted the lowest qualified bid of \$39,920. The other bids received were from LJA for \$46,200 and from Michael Baker Associates for \$55,884. M. Ungaro stated that LMIG funds would be used to pay for the traffic study and noted that this is an excellent use of the restricted funds, as it will provide the information needed to discuss the intersection's future.

Mayor Langford asked if the Town had the necessary LMIG funds available, to which L. Spohr replied, "Yes."

Mayor Langford then requested a motion to approve the Mallett Engineering Traffic Study Proposal, as presented, in the amount of \$39,920. Council Member Bishop Watts made a motion to approve the traffic study proposal as presented. Council Member Sara Nelson seconded the motion. The motion passed with Council Members Bishop Watts and Sara Nelson voting yea and Council Member Brian Davis voting nay.

Committee Reports:

Mayor's Report:

Mayor Langford shared that the dedication ceremony for Ruth Woods Way, held the previous Saturday, was a wonderful event. Mayor Langford also reported that the monthly Mayoral Breakfast will take place this Thursday and said he enjoys attending, as it is a valuable opportunity to network with other mayors. Mayor Langford further stated that he had received a complaint from Billy Carson, of 918 Hwy 85 Connector, regarding a culvert blockage on his property. Mayor Langford asked M. Ungaro whether something could be done regarding the maintenance of the culvert. M. Ungaro stated that culverts are the property owner's responsibility; however, he would

inspect the culvert to determine the cause of the blockage.

Recreation:

Chris Moody was unable to attend tonight's meeting.

Library:

K. Bradley requested approval to deaccess 404 books with copyright dates ranging from 1963 to 2011. The books were identified as either in poor condition or not having been checked out for 15 years or more. The estimated current value of the books is \$479.05, approximately 10% of their original purchase price.

K. Bradley further reported that these books, along with previously approved deaccessioned books, were donated to the Georgia Department of Driver Services for its book drive during the week of May 11. With assistance from Council Member Bishop Watts at the library, the Town donated 1,185 books to the book drive.

Mayor Langford called for a motion to approve the deaccession of 404 books. Council Member Sara Nelson made a motion to approve the deaccession of 404 books at an estimated value of \$479.05. Council Member Bishop Watts seconded the motion. The vote was unanimous.

Town Clerk / Finance Officer:

L. Spohr reported that responses to the document she personally received on Monday, April 20, 2026, at 6:00 p.m. had been submitted to the Town Attorney for review. A response to L. Harris will be provided following the Town Attorney's review and approval to ensure compliance with Town ordinances.

L. Spohr also reported receiving several open records requests. Additionally, Calvary Chapel Church has decided to rent only Hardy Hall for the next six months. The rental agreement is for Sundays only and will generate \$2,700.00 in revenue over the six months.

L. Spohr further reported that she will be out of the office on vacation from Tuesday, May 28, 2026, through Monday, June 7, 2026, and will return on Tuesday, June 8, 2026.

L. Spohr then presented the April 2026 financial report. LOST revenue for April totaled \$16,267.51, reflecting an increase of 2.13% compared to April of the previous year and a decrease of 1.19% year-to-date. SPLOST revenue, representing the March distribution, totaled \$16,400.06, reflecting an increase of 2.27% compared to March of the previous year and an increase of 0.70% year-to-date.

L. Spohr also reported that Bank OZK is now requiring Positive Pay and ACH coverage. She explained that the coverage would protect the Town against actual or potential bank fraud. The cost for the coverage is \$200.00 per month. Mayor Langford stated that he is in favor of the coverage.

Town Manager:

Transportation:

M. Ungaro reported on Ruth Woods Way that, after being rescheduled, the road dedication ceremony was successfully held the previous Saturday at 10:00 a.m. Mrs. Woods' two children attended the ceremony, along with several members of the community.

M. Ungaro also provided an update on the Comprehensive Transportation Plan (CTP). Fayette County's public engagement contractor was present at the Brooks Market to gather public input. He stated that the contractor was pleased with the level of participation, which exceeded 20 respondents.

Regarding the ordinance update process, M. Ungaro reported that the Town is scheduling a series of workshops to update the existing ordinances. He stated that the Mayor and Council were expected to select citizen representatives to participate in the workshops. The Mayor and Council will vote on four citizens to serve as representatives. A survey will be distributed to the Mayor and Council during the week, and the four individuals receiving the highest number of votes will serve as the citizen representatives.

The proposed workshop dates are June 22, July 13, August 3, and August 31.

M. Ungaro also reported that the Brooks Market was held the previous Saturday. While turnout was slow, attendance remained steady throughout the event. The next Brooks Market is scheduled for Saturday, June 20.

Any Other Business:

J. Robinson wanted to thank Mayor Langford for his assistance in connecting her with Matt Bergen, Utility Manager for Fayette County, who was able to get the guy wires and anchor poles moved at the end of Price Road and grading down the hill. She looks forward to working with Matt Bergen on the next project, which is at the intersection of Paget Rd and Morgan Mill Rd, the hill, and a three-way stop.

F. Cavender thanked the Town of Brooks, specifically Freddie Quick and Wayne Couch, for installing the "Autistic Child at Play" road signs on McIntosh Road. He stated that his entire family appreciates the signs and noted that even if only one person slows down because of the signage, it could make a significant difference.

Resident P. Bradley requested to revisit Agenda Item VI, "Traffic Study," and noted that the Council had voted to spend approximately \$40,000 on the study for the intersection. P. Bradley asked that, assuming the project proceeds and recommendations are made, where the required 20% match funding would come from.

Mayor Langford thanked Freddie Quick, Jennifer Robinson, and Rubye Robinson for their assistance in organizing the Ruth Woods Way dedication ceremony. Mayor Langford stated that Ruth Woods Way was constructed to help alleviate traffic on Hwy 85 Connector for parents dropping off and picking up students at Liberty Tech Charter School.

Pastor Landen Baynard expressed concerns about the approved speed bumps on Gable Road. Pastor Baynard stated that he was concerned the speed bumps could increase traffic through the church's driveway as motorists attempt to avoid them. He asked whether the Town could assist in preventing the potential increase in traffic through the church property. M. Ungaro informed Pastor Baynard that the speed bumps are not overly expensive; however, the Town is not in a position to use taxpayer dollars to pay for them. M. Ungaro added that the Town would assist the church in any

other way possible.

Council Member Sara Nelson announced that she is working with Liberty Tech Charter School to host an event in September featuring a Chili and Brunswick stew cook-off. Council Member Nelson asked whether the Town would be willing to provide \$800.00 in prize money for the event. Mayor Langford called for a motion to approve the \$800.00 in prize money. Council Member Sara Nelson made the motion, and Council Member Bishop Watts seconded the motion. The vote was Council Members Sara Nelson and Bishop Watts voting yea, and Council Member Brian Davis voting nay.

Resident M. Murphy shared that she supports the speed bumps on Gable Rd.

Adjourn Open Session: - Council Member B. Davis, B. Watts; unanimous at 7:20 p.m.

Executive Session: Opened at 7:24 p.m., Closed by adjournment at 7:35 p.m., Council Member Sara Nelson, Bishop Watts; unanimous

Open Session Reopened: 7:36 p.m. – Closed by adjournment at 7:36 p.m., Council Member Brian Davis, Council Member Bishop Watts; unanimous.

Respectfully Submitted,

Lorey Spohr -Town Clerk