



CITY OF WALNUT GROVE
February 27, 2025 6:00 PM
1021 PARK STREET MUNICIPAL BUILDING
WORK SESSION
Summary Minutes

- I. **Call to Order** – Mayor Moncrief called the meeting to order at 6:00pm
- II. **Invocation** – Given by Rachel Davis
- III. **Pledge of Allegiance** – The pledge was said by all in attendance
- IV. **Roll Call** – Present: Mayor Stephanie Moncrief, Mayor Pro Tem Erica Miles, Council Member Maxine McClanahan, Council Member Linda Pilgrim, Council Member Rachel Davis, Zoning Administrator Joe Walter, Attorney Tony Powell, City Clerk Lynn Heard
- V. **Agenda Approval** – Mayor Moncrief removed from Old Business, 1. City of Walnut Grove Proposed Fee Schedule Update and added under New Business: 3. Flagpole installation at the Walnut Grove library, and 4. Student letters from Walnut Grove Elementary School. Mayor Pro Tem Erica Miles motioned to approve the agenda with these changes. Council Member Maxine McClanahan seconded. Motion carried unanimously.
- VI. **Old Business**
 1. Church at the Grove Expansion Architectural Review – Hunter Knox from SCB Construction Group presented materials to Mayor Moncrief and the Council Members. Variances will be submitted.
- VII. **New Business**
 1. Safety Coordinator Resolution – A resolution was presented to create a Safety Coordinator to enable to the City of Walnut Grove Public Works Department to apply for grants to purchase safety equipment. Public Works Manager, Brian Pilgrim will be taking on this role
 2. LAS Sewer Phase II – Bid Package Discussion (see attached)
 3. Flagpole Installation at the Walnut Grove Library - Donated by The Daughters of American Revolution (D.A.R.) from Monroe, GA. The City of Walnut Grove will donate the flag.

4. Student Letters from Walnut Grove Elementary School – 3rd Grade students at W.G.E.S. wrote persuasive letters to members of Council asking for their support in their new campaign; raising awareness of the harm of single use plastic - #goinggreeninthegrove

VIII. Public Comment - No comments were made

IX. Adjourn – Mayor Moncrief called for a motion to adjourn the meeting. Council Member Maxine McClanahan motioned to adjourn the meeting. Council Member Rachel Davis seconded. Motion carried unanimously.



February 26, 2025
Updated February 27, 2025

Mayor Stephanie Moncrief
City of Walnut Grove
2581 Leone Ave
Loganville, GA 30052
mayor@walnutgrovegeorgia.com

RE: City of Walnut Grove LAS Phase 2 Upgrade – Update for Council Post-Bid

Dear Stephanie:

I am writing to provide an update on the LAS Phase 2 upgrade (sewer) project for the February 27, 2025 Council Work Session:

- The City opened bids on Wednesday February 19, 2025 @11:00AM. The City received two bids: IHC Construction Services, LLC (**\$4,055,500.00**) and Sol Construction (**\$4,718,000.00**).
- IHC Construction Services bid is in excess of the committed construction funds, which has been determined to be **\$3,362,250.00**. A more detailed breakdown is attached to this letter.
- In order to move forward with the project, the City will have to (1) reject the bids and reconfigure the project and rebid, (2) reduce the scope of the project to get the bid to meet the available funds or (3) obtain additional funds from one or more sources (GEFA, local funds, generating revenue through selling capacity or a combination thereof).
- PPI conducted a Teams meeting on Tuesday, February 25, 2025 with Peter Nielsen of IHC to discuss some possibilities to reduce the costs of the bid. We will present these items at the Work Session on February 27th. Jim Sunta with our Monroe office and Peter Nielson from IHC will be in attendance to discuss the project in detail.
- Regarding obtaining additional funding from GEFA, the Executive Director may approve a 10% increase in the loan amount upon request, which could increase the construction budget to **\$3,606,299.70**. Any additional loan increase requested would need to be in a separate loan application, which would need to go through underwriting, etc. The application would be considered at the August 26, 2025 board meeting.
- I have also included some estimates on raising capital through the reservation of capacity, based on the existing approved connection fees of \$6,000 per ERU for commercial users.
- We will continue our vetting of the low bidder in the meantime and will still plan on preparing an award package for the March 13, 2025 Council meeting.

Mayor Stephanie Moncrief
City of Walnut Grove
February 27, 2025
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I will be attending the Work Session tomorrow and will present this information to the Council. Please let me know if you have any questions.

Sincerely,



Joseph H. Walter, AICP
Sr. Associate/Principal Planner
770-468-8096 | jwalter@ppi.us

Attachment – Project Budget and Funding Analysis

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WALNUT GROVE LAS PROJECT BUDGET/FUNDING

2/26/2025 - POST BID

GEFA APPLICATION - 6/24

CONSTRUCTION	\$	2,947,500.00
CONTINGENCY	\$	294,750.00
ENGINEERING/INSPECTIONS	\$	190,000.00
ADMIN/LEGAL	\$	15,000.00
TOTAL	\$	3,447,250.00

FUNDING BEREAKDOWN - 6/24

GEFA	\$	2,440,497.00
LOCAL ARPA	\$	506,753.00
LOCAL WW FUND	\$	500,000.00
TOTAL	\$	3,447,250.00

FINANCIAL REVIEW - 10/24

CITY AGREES TO CONTRIBUTE ADDITIONAL LOCAL FUNDS	\$	120,000.00
PROJECT FUNDING TOTAL (UPDATED)	\$	3,567,250.00

CONSTRUCTION BIDS RECEIVED BID - 2/25

LOW BIDDER - IHC CONSTR CO.	\$	4,055,000.00
CONSTRUCTION FUNDS/CONTINGENCY	\$	3,362,250.00
DIFFERENCE	\$	(692,750.00)

FUNDING OPTIONS

(1) GEFA CAN INCREASE LOAN AMOUNT 10%

WITHOUT BOARD APPROVAL	\$	244,049.70
CONST/CONT PLUS GEFA 10%	\$	3,606,299.70
DIFFERENCE	\$	(448,700.30)
GEFA LOAN AMT WITH 10%	\$	2,684,546.70

(2) CITY CAN BORROW ADDITIONAL FUDNS FROM GEFA

APPLICATION WOULD BE FILED FOR AUGUST, 2025

BOARD MEETING	\$	(692,750.00)	MIN. NEEDED
NEW LOAN AMOUNT (APPROX)	\$	3,133,247.00	

NOTE - CITY MAY NOT GET SAME RATE FOR THE ADDIITONAL FUNDS

(3) CITY CAN CUT SCOPE TO ADJUST BID TO MEET AVAIL. FUNDS

TO BE DISCUSSED ON 2/27

(4) CITY CAN SELL TAPS (RESERVE CAPACITY) TO RAISE FUNDS

NEW CAPACITY		50,000	GPD
ERU (250 GPD/ERU)		200	ERU
CURRENT CONNECTION FEES (COMMERCIAL)	\$	6,000.00	PER ERU
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TOTAL IF ALL CAPACITY WAS RESERVED	\$	1,200,000.00	
75% RESERVED		188	ERUS
TOTAL IF 75% CAPACITY WAS RESERVED	\$	1,125,000.00	
60% RESERVED		150	ERUS
TOTAL IF 60% CAPACITY WAS RESERVED	\$	900,000.00	
50% RESERVED		125	ERUS
TOTAL IF 50% CAPACITY WAS RESERVED	\$	750,000.00	