

MINUTES
CITY OF MCDONOUGH
CITY COUNCIL WORKSHOP
CITY HALL-136 KEYS FERRY STREET
JUNE 2, 2016
5:30 PM

1. Call to Order

Mayor Pro Tem Pruitt

Mayor Pro Tem Pruitt called the meeting to order at 5:30 p.m.

2. Roll Call

The City Clerk called roll, as follows:

Mayor Billy Copeland	Absent
Mayor Pro Tem Roger Pruitt	Present
Councilmember Craig Elrod	Present
Councilmember Benjamin Pruett	Present
Councilmember Rufus Stewart	Present
Councilmember Kamali Varner	Absent
Councilmember Sandra Vincent	(Arrived shortly after the meeting began)

Others in attendance were: City Administrator, Mr. Keith Dickerson; City Attorney, Ms. Leigh Hancher; City Clerk, Ms. Janis Price; Human Resources Director, Ms. Carla Tuck; Finance Director, Mr. Mike Clark; Community Development Director, Mr. Rodney Heard; Public Works Director, Mr. Ronnie Thompson; Deputy Fire Chief, Mr. Dave Williams; Police Major, Paul Honcharik; Compliance Specialist, Ms. Lynn Bailey; and Executive Assistant, Ms. Trisha Colpetzer.

The City Clerk asked that everyone please mute their cell phones and speak directly into the microphones so that the recording of the meeting would be clear.

3. Pledge to the Flag

Councilmember Elrod led the Pledge to the Flag.

4. Invocation

Councilmember Stewart gave the Invocation.

5. Approval of the Agenda

Mayor Pro Tem Pruitt called for a motion to approve the Agenda. Councilmember Elrod motioned, and Councilmember Stewart seconded. The vote was four in favor. Those voting in favor were Mayor Pro Tem Pruitt, and Councilmembers Elrod, Pruett and Stewart. Mayor Copeland, Councilmember Varner and Councilmember Vincent were not present for the vote.

6. Public Comments: Ms. Jessica Smith

Re: 328 Macon Street, Coin Laundry

(Ms. Smith was not present when Public Comments were called on the Agenda, so her comments were heard later in the meeting.)

7. Unscheduled Public Comments

There were no Unscheduled Public Comments.

8. Approval of the Consent Agenda

- A. Approval of a budget amendment, labeled “Exhibit A” to amend the FY 2015-2016 Budget for approved transactions, and adopt the Budget Amendment Resolution.
- B. Approval of an Engagement Letter for audit services with the CPA Firm of James L. Whitaker, PC for the year ending June 30, 2016 at a cost range of \$42,000 to \$45,000 which is included in the budget for FY 2017; authorization for Mayor and City Administrator to sign the Engagement Letter.
- C. Approval to pay an invoice from vendor CPAK for IBM v5010 storage array. The cost is \$20,397.91 and will be paid from the 2015-2016 Technology Services budget.
- D. Approval to purchase ten additional Brazos E-Ticketing Devices from Tyler Technologies for the Police Department. Purchase price of \$33,860.00 will be paid by amending the budget by increasing capital small equipment and reducing Debt Service. Annual maintenance fee of \$3500.00 will be paid in the FY 2017 budget.
- E. Approval to award contract to Piedmont Paving, Inc. to repave the following Roads/Streets:

Nail Rd.	Commerce Pl.	Burleyson Dr.
Kellington Dr.	Haskell Ct.	Cambridge Way
Postmaster Dr.	Gardina Dr.	Whisper Wind Dr.
Work Camp Rd.	Fairview Dr.	

Contract also includes to deep patch the following at specific locations:

McDonough Lovejoy Rd./Avalon	Clearwater Entrance
Laurel Springs	

The total project cost is \$422,494.75. Amount of \$165,200.09 will be paid from L-MIG Grant, and \$257,294.66 will be paid from SPLOST IV Road Improvement funds. Authorization for the Mayor to sign the contract and the “ITB” form attached to the contract.

- F. Approval of a revised Salary Schedule which will be effective 7-1-2016
- G. Authorization for the Mayor to sign a contract with the Gold Standard Band for a Summer Concert which will be held on the Square on June 18, 2016. The cost will be \$1,450.00 and will be paid from the Main Street Budget. (Any additional time will be paid at a rate of \$400.00 per hour).
- H. Approval of minutes May 5, 2016 Workshop and May 16, 2016 Council Meeting

Mayor Pro Tem Pruitt called for a motion to approve the Consent Agenda. Councilmember Stewart motioned, and Councilmember Elrod seconded. The vote was four in favor. Those voting in favor were Mayor Pro Tem Pruitt, and Councilmembers Elrod, Pruett and Stewart. Mayor Copeland, Councilmember Varner and Councilmember Vincent were not present for the vote.

9. Discussion of the revenues and expenditures for the General Fund, SPLOST, Courthouse, and Hotel/Motel Tax **Mr. Mike Clark**

Mr. Clark gave an update of revenues and expenditures for the General Fund, SPLOST, Courthouse and Hotel/Motel Tax for ten months, ending April 30, 2016:

- General Fund revenue totals are \$12,930,374, with total expenditures of \$9,943,079.
- General Fund revenues exceed expenditures by \$2,987,268.
- SPLOST III total revenues are \$3,175, with total expenditures of \$348,661.
- SPLOST III expenditures exceed revenues by \$345,486.
- SPLOST IV total revenues are \$1,252,653, with total expenditures of \$1,818,210.
- SPLOST IV expenditures exceed revenues by \$565,557.
- Hotel/Motel Tax Fund revenues total \$913,602, which shows an increase of \$132,292 over the previous year.
- Hotel/Motel Tax expenditures total \$913,602.
- Capital Project Fund for new courthouse facility revenue totals are \$4,920,132, with total expenditures of \$2,221,334.
- Capital Project Fund revenues exceed expenditures by \$2,698,798.
- New Courthouse Facility construction costs are 44.27 percent complete, with total expenditures of \$1,972,757, which includes approved change orders for the project.

Public Comments:

Ms. Jessica Smith made the following comments regarding the Coin Laundry located at 328 Macon Street in McDonough:

- Code violations existing at Coin Laundry since January 1, 2015.
- She spoke to Mr. Mark Dobson in Code Enforcement on 5/18/15, regarding code violations at the Coin Laundry.
- She was referred to Councilmember Stewart, who represents District 1.
- Councilmember Stewart offered to speak with the owner and check for violations.
- Later she spoke with Mayor Copeland and Councilmember Stewart in person, who referred her to the Community Development Director, Mr. Rodney Heard.
- After speaking with Mr. Heard, she did not hear back from the City regarding her concerns.
- May 25th, City Clerk, Ms. Janis Price responded to an open records request that was submitted by Ms. Smith and provided documentation relative to her request.
- According to Ms. Smith, Mr. Dobson notified her that letters relative to the code violations were mailed to Mr. Robert Johnson, owner of the property at 328 Macon Street.
- She asked why is this dilapidated building being allowed to function and be open to the public.
- Ms. Smith presented photographs depicting some of the issues on the premises, to include an unmaintained outbuilding; leaks inside the building; no door to the restroom; no covers on electrical sockets; no fire extinguisher on premises; junk and debris on property; and no glass in the door.

Councilmember Stewart acknowledged speaking with Ms. Smith about a month prior to the meeting, and asked if she had concerns about her personal property. Ms. Smith replied that she does have concerns for her personal safety and about the men who sit out in front of the Coin Laundry every day. She said that she felt as though her concerns weren't being heard, and she didn't understand why these issues were taking so long to be addressed.

Mayor Pro Tem Pruitt asked Community Development Director, Mr. Rodney Heard to respond to Ms. Smith's concerns. Mr. Heard made the following comments:

- Apology to Ms. Smith for delayed response due to absent personnel
- We do have an open review, after meeting with Mr. and Mrs. Smith on May 19.
- The case file information was pulled, and an open records request was filed with the City Clerk. Mr. and Mrs. Smith reviewed the contents of the file through the open records process.
- Mr. Heard is reviewing the file and will be checking into the follow-up actions.
- The City is monitoring the site regarding loitering complaints, and will be conducting additional field inspections relative to the complaints.
- Once field inspections are complete, Mr. Heard will file a report with the City Administrator.

After further discussion took place, Councilmember Stewart asked Mr. Robert Johnson, owner of the Coin Laundry at 328 Macon Street, to speak on the issue.

(2) Mr. Robert Johnson, owner of 328 Macon Street, Coin Laundry commented:

- That there is no survey on the property, so the property lines are unknown.
- Those people have been sitting outside the Coin Laundry for years; and they're not hurting anybody.

10. Proposed 2016-2017 Budget Presentation and Public Hearing

**Mr. Keith Dickerson
Mayor Pro Tem Pruitt**

City Administrator, Mr. Keith Dickerson presented the proposed 2016-2017 Budget, which included some of the following highlights:

- Increase in Tax Digest of 9.35 percent.
- Increase in Hotel/Motel Fund Revenue of \$112,500.
- Increase in Total Expenditures in the General Fund of \$953,240.
- Commercial Building Permit reviews are even, as of March 31.
- Residential Building Permit revenues are up 75 percent, as of March 31.
- LOST Revenue is up 7.5 percent, as of March 31.
- Budget includes various new equipment purchases throughout the City departments.
- Addition of personnel for Event Planner position to Main Street; 2 full-time Assistant Court Clerks; and 2 part-time Bailiffs.
- Removal of positions for Business Development Director and Media Specialist.
- Included in the proposed budget are the purchase of the Rainer Parking lot; a new digital sign for Main Street; improvements to the square; paving of Griffin Street parking lot; and a 2 percent increase in employee salaries.
- Projects included in the proposed budget are the Phillips Drive Road Improvements; completion of the Unified Code Development; final installation of Wi-Fi Mesh; Tomlinson Road extension; adding an additional court day; Polk Building restoration; park design for Avalon Park; park design for Jonesboro Road Park; Alexander Park greenspace addition; stream restoration between Big Spring and Oak Park; completion of the courthouse; second phase of Big Spring Park; redesign the entrance to Alexander Park on east side; improvements to Camp Creek Train Wreck marker site; and the Cemetery Expansion.
- Mr. Dickerson offered a breakdown of revenues and expenditures throughout the City's departments.
- Property tax; LOST tax; Franchise Tax; and Insurance Taxes make up the largest portion of the City's revenue, totaling approximately \$10,550,000.
- Proposed Millage Rate rollback of .0367, which would change the rate to 4.555 for the 2016-2017 budget year.

Mayor Pro Tem Pruitt opened the Public Hearing. No one spoke in favor; and no one spoke in opposition. Mayor Pro Tem Pruitt closed the Public Hearing. The vote for approval of the budget will be held at the June 20th City Council Meeting.

11. Discussion of the proposed roundabout at McDonough Pkwy and SR 20; authorization for the Mayor to sign the approval of the “Indication of Roundabout Support” letter provided by GDOT; The City will be responsible for the power bill associated with lights at the intersection **Mr. Dickerson**

Mr. Dickerson discussed the proposed roundabout at McDonough Parkway and SR 20.

- Met with the Georgia Department of Transportation (GDOT), and they believe the roundabout will work at McDonough Parkway and SR 20.
- An unmarked cemetery with 70 graves was discovered, so the project was moved away from that.
- Project will include crosswalks and a 10-foot multi-use path into Phillips Drive and out to the Walmart area.
- City will be responsible for the costs of electrical service for lights, not the installation.
- Project scheduled to start in 2019.

Councilmember Vincent questioned the property lines and what areas belong to the City versus the County; and Mr. Dickerson said that he would provide that information.

Mayor Pro Tem Pruitt called for a motion to authorize the Mayor to sign the approval of the “Indication of Roundabout Support” letter provided by GDOT; and that the City will be responsible for the power bill associated with the lights at the intersection. Councilmember Stewart motioned, and Councilmember Elrod seconded.

Before the vote was taken, Councilmember Vincent asked for confirmation that a portion of the roundabout is in fact located in the City of McDonough; and Mr. Dickerson confirmed that at least some of the roundabout is located in the City. Ms. Vincent suggested that the greenspace within the roundabout could be used as an opportunity to highlight local art; and she also asked to read the GDOT traffic flow study as it relates to adding additional lanes of traffic.

After the discussion was concluded, Mayor Pro Tem Pruitt called for a vote on the above motion. The vote was five in favor. Those voting in favor were Mayor Pro Tem Pruitt, and Councilmembers Elrod, Pruett, Stewart and Vincent. Mayor Copeland and Councilmember Varner were not present for the vote.

12. Discussion of the preliminary construction cost estimate for Tomlinson Street extension. Preliminary cost estimate is \$800,000.00 and would be paid from SPLOST IV bonded funds and pay-go funds **Mr. Dickerson**

Mr. Dickerson discussed the preliminary construction cost estimate of \$800,000 for the Tomlinson Street extension, as follows:

- Construction costs would be paid from SPLOST IV bonded funds and pay-go funds, and are estimated to be \$800,000.
- Drawing is complete.
- Fencing company has offered to deed the property to the City in a quitclaim deed, with no costs associated.
- Proposed project would reopen Tomlinson Drive.
- GDOT is excited about the prospect of the City completing this project, if the Council decides to move in this direction.

Councilmember Elrod questioned the potential uses for the street extension, and asked if a one-way street would be more beneficial. Mr. Dickerson said that the proposed changes would help keep tractor-trailer trucks out of the square.

Councilmember Vincent suggested that the next step should include gathering feedback from the residents in District 2, who would be affected by these proposed changes.

13. Approval for Henry County Water Authority to relocate water lines that are in conflict with the road construction for the Phillips Drive Road Improvement Project. The estimated cost is \$27,413.55 and will be paid from SPLOST IV Funds. **Mr. Dickerson**

Mr. Dickerson gave an update on the proposal for the Henry County Water Authority to relocate water lines that are in conflict with the road construction for Phillips Drive Road Improvement Project:

- At the request of Councilmember Vincent, Mr. Dickerson met with a County Commissioner Bo Moss to discuss SDS and the charges associated with the project.
- Commissioners are having similar issues, and disagree with the above-cost pricing by the Henry County Water Authority.
- Mr. Dickerson recommended moving forward with the project under protest.

Mayor Pro Tem Pruitt called for a motion to approve the Henry County Water Authority to relocate the water lines that are in conflict with the road construction for the Phillips Drive Road Improvement Project, at an estimated cost of \$27,413.44, to be paid from SPLOST IV Funds, with the payment being made under protest. Councilmember Stewart motioned, and

Councilmember Vincent seconded. The vote was five in favor. Those voting in favor were Mayor Pro Tem Pruitt and Councilmembers Elrod, Pruett, Stewart and Vincent. Mayor Copeland and Councilmember Varner were not present for the vote.

- 14. Executive Session (if needed) for:** **Litigation O.C.G.A. 50-14-2**
 Real Estate O.C.G.A. 50-14-3 (b)(1)
 Personnel O.C.G.A. 50-14-3 (b)(2)

No Executive Session was held.

15. City Administrator, City Attorney, City Clerk Comments

City Clerk, Ms. Janis Price commented on some upcoming dates and information for Mayor and Councilmembers participation:

- You have received your GMA packets for the annual convention which include tax forms and the tentative agenda.
- Need RSVPs and menu selections for meals at the GMA Convention.
- Councilmembers will need their personal credit cards for incidentals.
- Any changes to your classes or reservations need to be addressed as soon as possible.
- Tickets should be mailed by GMA, and you should receive those next week.
- Quarterly HMA dinner will be hosted by the City of McDonough, and is scheduled for Thursday, July 14th, at 6:30 p.m., at the Hazelhurst House.
- Personal Financial Disclosure Reports are due Friday, July 1, 2016, by 5:00 p.m. and the City Clerk can notarize the form for the elected official.
- Ethics Meeting is scheduled for Tuesday, June 7, 2016, at 5:00 p.m.; and the meeting date and time were selected by the Ethics Board Members to accommodate their different schedules.

16. Councilmembers and Mayor Comments

Councilmember Vincent announced that the Caribbean Cultural Festival is scheduled for June 18th, from 1:00 – 8:00 p.m., at Alexander Park.

17. Adjournment

Mayor Pro Tem Pruitt called for a motion to adjourn. Councilmember Stewart motioned, and Councilmember Elrod seconded. All stood in favor. The meeting adjourned at 6:34 p.m.

Janis E. Price, City Clerk

OPEN MEETINGS COMPLIANCE NOTICE: This is a regularly scheduled meeting of Mayor and Council of the City of McDonough duly noticed pursuant to the requirements of the Georgia Open Meetings Law (O.C.G.A. § 50-14-1, et seq). Notice of the meeting was published in the Henry Herald on December 30, 2015; and a copy of the meeting schedule was posted at City Hall and on the City's website, as required by law.