

MINUTES
CITY OF MCDONOUGH
CITY COUNCIL WORKSHOP
CITY HALL – 136 KEYS FERRY STREET
APRIL 6, 2017
5:30 PM

1. Call to Order

Mayor Copeland

Mayor Pro Tem Pruitt called the meeting to order at 5:30 p.m. (Mayor Copeland was absent due to sickness).

2. Roll Call

The City Clerk, Ms. Janis Price called the 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	Present

Others in attendance for the meeting were: City Administrator, Mr. Keith Dickerson; City Clerk, Ms. Janis Price; Police Chief, Mr. Preston Dorsey; Fire Chief, Mr. Steve Morgan; Human Resources Director, Ms. Carla Tuck; Finance Director, Mr. Mike Clark; Public Works Director, Mr. Ronnie Thompson; Technology Services Specialist, Mr. Brian Linton; and Executive Assistant, Ms. Trisha Colpetzer.

3. Approval of the Agenda

Mayor Pro Tem Pruitt called for a motion to approve the Agenda, with the exception of postponing Item 8. Councilmember Elrod motioned, and Councilmember Stewart seconded. The vote was five in favor. Those voting in favor were Mayor Pro Tem Pruitt; Councilmember Elrod; Councilmember Pruett; Councilmember Stewart; and Councilmember Vincent. Mayor Copeland and Councilmember Varner were not present for the meeting.

4. Pledge to the Flag

Councilmember Pruett led the Pledge to the Flag.

5. Invocation

Councilmember Stewart gave the Invocation for the meeting.

6. Approval of the Consent Agenda

- A. Ratify GA Department of Transportation document for Request for Traffic Signal. This request is for a rectangular rapid flashing beacon for pedestrian crossing at State Route 81 (John Frank Ward

Blvd) and Lemon Street at no operational cost to the City due to solar power.

- B. Approval of a budget amendment Resolution to amend the FY 2016-2017 budget for transactions in various funds.
- C. Approval to purchase a RAMVAC 2000 Trailer Mounted Vacuum Machine which will be used by various departments in Public Works including Stormwater, Water & Sewer and Streets. This budgeted FY 2016-2017 item will cost \$ 148,549.99 funded by the Stormwater Budget and is purchased through the National Joint Powers Alliance (NJPA), a government entity which conducts competitive bids for governmental agencies.
- D. Approval of the revised Ethics Ordinance, City Code of Ordinances § 2.20
- E. Approval of the minutes for the March 20, 2017, Council Meeting.

Mayor Pro Tem Pruitt called for a motion to approve the Consent Agenda with the postponement of Item D until the next Council Meeting. Councilmember Vincent motioned and Councilmember Stewart seconded. The vote was five in favor. Those voting in favor were Mayor Pro Tem Pruitt; Councilmember Elrod; Councilmember Pruett; Councilmember Stewart; and Councilmember Vincent. Mayor Copeland and Councilmember Varner were not present for the meeting.

**7. Review, Discussion and Approval
of the updated City of McDonough
Personnel Policy Handbook. Approval
of the Resolution authorizing this personnel
handbook to be effective April 7, 2017.**

Ms. Carla Tuck

Human Resources Director, Ms. Carla Tuck discussed the proposed updates to the Personnel Policy Handbook regarding jewelry and tattoos. Ms. Tuck stated that the Department Heads were involved in the discussions regarding this issue, and they wanted the Personnel Policy Handbook to remain as written, prohibiting employees from displaying tattoos and piercings above the throat line. She noted that the only changes made to the policy include the removal of the term elected official from the IT, Social Media, Mobile Device, and Weapons Policies.

Councilmember Vincent shared her concerns that by disqualifying applicants with tattoos and piercings above the throat line, the City could be eliminating some very qualified applicants from employment based on what may be cultural and/or religious markings. She also stressed the importance of recognizing and accepting diversity within the City.

Councilmember Elrod remarked that the policy does not prevent individuals from having tattoos or piercings above the throat line; however, it states that they cannot be displayed and would have to be covered or removed during work hours. He said that the policy is in place to ensure that employees represent the City in a professional light. Councilmember Stewart commented that he also agreed with Councilmember Elrod's sentiments regarding professional representation of the City by staff.

After further discussion ensued, Councilmember Elrod motioned to approve the Personnel Policy Handbook as presented by the staff and to approve the Resolution authorizing this personnel handbook to be effective April 7, 2017; and Councilmember Pruett seconded. The vote was four in favor; and one in opposition. Those voting in favor were Mayor Pro Tem Pruitt; Councilmember Elrod; Councilmember Pruett; and Councilmember Stewart. Councilmember Vincent voted in opposition. Mayor Copeland and Councilmember Varner were not present for the meeting. The motion passed.

Councilmember Vincent requested a roll call vote for the record on this specific motion, and Mayor Pro Tem Pruitt asked the City Clerk to proceed with the roll call vote and the results were as follows:

Councilmember Vincent	No	Mayor Pro Tem Pruitt	Yes
Councilmember Elrod	Yes	Councilmember Stewart	Yes
Councilmember Pruett	Yes		

Councilmember Vincent commented that Council needs to embrace the entire community in which we serve and not limit those who can work for the City; to look at the citizens we represent and make policy decisions on that and making a quick decision is not always the best decision.

8. Review and Discussion of Main Street's proposed expansion	Ms. Courtney Whitman Mr. Keith Sweat
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This item was postponed.

9. Discussion of Revenues and Expenditures of the General Fund, SPLOST, Hotel/Motel and Municipal Court Funds	Mr. Mike Clark
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Finance Director, Mr. Mike Clark gave an update of revenues and expenditures of the General Fund, SPLOST, Hotel/Motel, and Municipal Court Funds for the eight months ended February 28, 2017:

- Revenues for the General Fund total \$11,886,830 with total expenditures of \$8,406,504.
- Excess revenues over expenditures for the General Fund totaled \$3,480,504.
- Revenues for SPLOST III, total \$258, with total expenditures of \$18,041.
- Excess expenditure over revenue for SPLOST III is \$17,783.
- Revenues for SPLOST IV, total \$745,387, with total expenditures of \$2,905,899.
- Excess expenditure over revenue for SPLOST IV is \$2,160,512.
- Revenues for the Hotel/Motel Tax Fund total \$692,088 with total expenditures of \$692,088.
- Revenues for the Capital Project Fund – New Courthouse Facility total \$250,000 with total expenditures of \$2,106,360.
- Excess expenditure over revenue for the Capital Project Fund is \$1,856,360.

**10. Discussion of the future use of the old
Macon Street Municipal Court Building**

Mr. Keith Dickerson

City Administrator Mr. Keith Dickerson discussed the old Macon Street Court Building and possible future uses for the property. He said that some citizens have shown interest utilizing the property through a lease agreement; and others have suggested using the space for community meetings or a possible museum. After some discussion, it was determined that an open house and community meetings should be held to listen to citizens comments on how the building might be used. Mayor and Council will make the decision on the use after these public meetings.

**11. Review of the FY 2017-2018
budget process**

Mr. Dickerson

Mr. Dickerson presented the 2017-2018 budget process for the City with a general assessment of the City's financial health. Comments included are listed:

- Department Heads submitted the budget needs; capital needs; and staffing needs for their department
- City Administrator and Finance Director reviewed the budget and assess the City's financial health.
- Items considered are cash position; fund balances; collection rates; debt; one-time expenses; forecasting assumptions; receivables; elected officials' priorities; and fiscal responsibility
- 2017 Tax Digest from the County has not yet been received.
- LOST Tax and Hotel/Motel Tax revenues continue to increase.
- Commercial and residential permits are increasing.
- Vehicle Tax revenues are decreasing.
- Franchise Tax revenues have also declined.
- Insurance Premium Tax revenues continue to increase.
- The City of McDonough has paid \$8,300,000 to the County in property taxes.
- Other discussion items included various equipment purchases and some of the current City projects.

12. Unscheduled Comments

(1) Jeffrey Thomas

- Mr. Thomas grew up in McDonough and is a current resident
- The old Municipal Courthouse should be utilized for a community outreach center
- We need to educate people and take our community back
- Mr. Thomas credits Councilmember Stewart with actively supporting the youth in the McDonough community

**13. 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.

14. City Administrator, City Attorney, City Clerk Comments

City Administrator Mr. Dickerson discussed the need to approve the use of McDonough Parkway as a bypass while roads are closed during the construction of the one-way pairs. Councilmember Vincent motioned to approve to allow McDonough Parkway to be used as a bypass and truck route while some roads are closed during the one-way pairs construction; and Councilmember Stewart seconded. The vote was five in favor. Those voting in favor were Mayor Pro Tem Pruitt; Councilmember Elrod; Councilmember Pruett; Councilmember Stewart; and Councilmember Vincent. Mayor Copeland and Councilmember Varner were not present for the meeting.

15. Councilmembers and Mayor Comments

Councilmember Vincent discussed a citizen-initiated event at the Camp Creek Train Wreck Site, on Saturday, April 8, 2017, where new crosses will be integrated into the memorial site; and she invited everyone to attend.

Councilmember Elrod thanked everyone in attendance for the meeting. He also thanked Public Works Director Mr. Ronnie Thompson and Fire Chief Steve Morgan for all of their hard work on the H.O.P.E. Park playground project at Big Spring Park.

Mayor Pro Tem Pruitt thanked everyone in attendance for the meeting. He thanked Mr. Dickerson for keeping everyone updated with weather alerts during the tornado warnings and severe storms and that moved through the City last week.

Councilmember Vincent reminded everyone about the Code Red Reverse 911 System, and she encouraged all citizens to register to receive the emergency alerts.

Fire Chief, Steve Morgan took the opportunity to wish Councilmember Benjamin Pruett a Happy Birthday.

The City Clerk, Ms. Janis Price commented that the Easter Sunrise Service will be held on the McDonough Square, on Easter Sunday, April 16, 2017, at 7:00 a.m.

16. Adjournment

Mayor Pro Tem Pruitt called for a motion to adjourn. Councilmember Pruett motioned; and Councilmember Elrod seconded. All stood in favor.

The meeting adjourned at 6:45 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 21, 2016; and a copy of the meeting schedule was posted at City Hall and on the City's website, as required by law.