

MINUTES
CITY OF MCDONOUGH
CITY COUNCIL WORKSHOP
CITY HALL – 136 KEYS FERRY STREET
MAY 4, 2017
5:30 PM

1. Call to Order

Mayor Billy Copeland

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

2. Roll Call

The City Clerk, Ms. Janis Price called roll for the meeting, 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	Present
Councilmember Sandra Vincent	Present

Others in attendance for the meeting were: City Administrator, Mr. Keith Dickerson; City Attorney, Ms. Leigh Hancher; City Clerk, Ms. Janis Price; Police Chief, Mr. Preston Dorsey; Fire Chief, Mr. Steve Morgan; Deputy Fire Chief, Mr. Dave Williams; Community Development Director, Mr. Rodney Heard; Public Works Director, Mr. Ronnie Thompson; Finance Director, Mr. Mike Clark; Accountant, Ms. Deborah Upshaw; Executive Assistant, Ms. Trisha Colpetzer; Executive Assistant, Ms. Euretha Lyles; and Administrative Assistant, Ms. Christy Wallace.

3. Approval of the Agenda

Mayor Pro Tem Pruitt called for a motion to approve the Agenda with the exceptions of adding Item 6J under the Consent Agenda, which is the approval to purchase two mast mini message boards at a cost of \$23,300.00, to be paid equally by General Fund & Water Distribution; also adding Item 10A, which is the presentation of the monthly financial update for the General Fund, SPLOST, Hotel/Motel and Court; and the removal of Item 11. Councilmember Stewart motioned, and Councilmember Elrod seconded. The vote was six in favor. Those voting in favor were Mayor Pro Tem Pruitt; Councilmember Elrod; Councilmember Pruett; Councilmember Stewart; Councilmember Varner; and Councilmember Vincent. Mayor Copeland was not present for the meeting.

4. Pledge to the Flag

Councilmember Elrod led the Pledge to the Flag.

5. Invocation

Councilmember Stewart gave the Invocation.

6. Approval of the Consent Agenda

- A. Approval of Councilmember Elrod's recommendation of Dr. Gordon Baker as his appointee to serve on the Historic Preservation Commission.
- B. Approval of an Agreement with SiteMed and the City of McDonough for

The National Fire Protection Association (NFPA 1582) Firefighter physicals for an initial period of one year and with the possibility of conducting physicals on an annual basis; authorization for the Mayor to sign the Agreement. The cost is \$295.00 per physical and is expected that 24 physicals will be conducted this June for a total cost of \$7,080.00 will be paid from the General Fund.

- C. Approval of a Contract to allow GA Department of Transportation (GDOT) to go out for bids to relocate the City of McDonough water utilities and completion/ submission of the Georgia Security and Immigration Compliance Act Affidavit; authorization for the Mayor to sign all applicable documents. The estimated cost will be approximately \$423,440.00 and will be paid by SPLOST IV funds.
- D. Approval of a Contract to allow GA Department of Transportation (GDOT) to go out for bids to relocate the City of McDonough sewer utilities; completion/ submission of two additional documents which are the Georgia Security and Immigration Compliance Act Affidavit and GDOT Transportation Buy America Certificate of Compliance; authorization for the Mayor to sign all applicable documents. This cost will be funded by GDOT.
- E. Approval of a Budget Amendment Resolution to amend the FY 2016-2017 Budget for approved transactions in various funds, authorization for the Mayor to sign the Resolution.
- F. Approval of the April 17, 2017 City Council minutes
- G. Approval of a Rental Agreement between Kids Bouncy Things and The City of McDonough for activities on the Square, as part of the 2017 McDonough Main Street Program's Fourth Friday Summer Series. Total cost will be \$2,504.00 and will be paid from the Main Street's Budget.
- H. Approval of an Easement Agreement between Lidl US Operations, LLC, Adler Properties, LLC and the City of McDonough, and Henry County, Georgia authorizing installation of a curb cut and shared access driveway on Jonesboro Road; authorization for the Mayor to execute same.
- I. Approval for the City's property and liability insurance with Georgia Interlocal Risk Management Agency (GIRMA) for the limits option to be reduced to one million per occurrence effective May 1, 2017.
- J. Approval to purchase two mast mini message boards at a cost of \$23,300.00, to be paid equally by General Fund & Water Distribution

Mayor Pro Tem Pruitt called for a motion to approve the Consent Agenda with the addition that was already read of 6J. Councilmember Elrod motioned, and Councilmember Stewart seconded. The vote was six in favor. Those voting in favor were Mayor Pro Tem Pruitt; Councilmember Elrod; Councilmember Pruett; Councilmember Stewart; Councilmember Varner; and Councilmember Vincent. Mayor Copeland was not present for the meeting.

7. Presentation to the Waste Water Plant Employees of the Platinum Award - 9th year for 100% compliance at the plant.

Mr. Keith Dickerson

Employees are:

David Zoeckler

Dennis Reed

Jay Foley

Keith Wimpey

City Administrator, Mr. Keith Dickerson presented the Waste Water Plant Employees with the Platinum Award for 100% compliance, and he noted that this is the ninth consecutive year that the Department has received this award. Mr. Jeremy Newton, Mr. Dennis Reed, Mr. Jay Foley and Mr. Keith Wimpey were in attendance for the meeting. Mayor Pro Tem Pruitt and the Members of Council congratulated the employees; and a photograph was taken to commemorate the occasion.

8. **Unscheduled Public Comments**

There were no public comments.

9. **Community Development Items**

Mr. Rodney Heard

Rezoning Petition – Zoning Map Amendment

A. Case Number: 170217 Council District: 3, Craig Elrod

Applicant(s): Rupesh Brahmabatt – **Brahmbatt Estate**

Address: 1035 Hwy 81E

Petition Request: C-3 (Highway Commercial)

Existing Zoning: RA-200 (Residential Agriculture) w/ conditions per
ORD 07-08-06005(A)(Z)

Location: Hwy. 81E Village Activity Center (Segment between Lake Dow &
Racetrack Roads), Tax Parcel ID: 123A-02009000, Tract - 10.676 +/- total acres
Municipal Planning Commission

Work Session (04/18/17) Public Review (05/02/17) - Special Called

City Council Workshop (05/04/17) **Public Hearing (05/15/17)**

Community Development Director, Mr. Rodney Heard reviewed the rezoning petition for case number 170217, and discussion ensued. Some of the items discussed are listed below:

- Petition is to rezone the property from RA-200, to C-3
- Subject property is between Charleston's Walk Development and a vacant property, which is zoned C-3 with conditions
- Need a creative resolution to remedy history of inappropriate uses and bring the property into compliance
- Staff recommendation is to approve the rezoning to C-2 classifications with supplemental conditions, in lieu of C-3.

Councilmember Elrod confirmed with Mr. Heard that if anything changes in regards to the property or its usage in the future that it would have to come back before the Planning Commission and Council for approval.

B. Case Number: 170305 Council District: 1, Rufus Stewart

Applicant(s): **Travis Jones on behalf of Rehoboth Life Church & Life Academy** Address: 171 Racetrack Road

Petition Request: C-3 (Highway Commercial)

Existing Zoning: R-85 (Single Family Residential)

Location: Hwy. 155 S. Village Activity Center (Intersection - S. Zack Hinton
Pkwy/Racetrack Rd.) Tax Parcel ID: M23-01010000

Land Lot(s): 167 of the 7th District Tract Acreage: 1.33 +/- total acres

Municipal Planning Comm. -Work Session (04/18/17)

Public Review (05/02/17) - Special Called

City Council Workshop (05/04/17) **Public Hearing (05/15/17)**

Mr. Heard reviewed the rezoning petition for case number 170305. Some of the items discussed are listed as follows:

- The property is currently zoned R-85.
- Proposed use of the property is for a place of worship with an affiliate daycare center, to be zoned C-3.
- A Public Hearing is scheduled for May 15, 2017.

Councilmember Stewart raised questions regarding the use of the swimming pool on the property; and the applicant replied that the property owner is looking into the appropriate method for closing the pool. Councilmember Vincent also expressed concerns regarding state restrictions that may be in place regarding daycare centers and swimming pools as hazards for children.

10. Presentation of OpenGov

Mr. Mike Clark

Ms. Deborah Upshaw

Finance Director, Mr. Mike Clark introduced Ms. Deborah Upshaw who made a presentation regarding OpenGov transparency software:

- OpenGov was started in 2012, to provide a platform for state and local governments to offer access to financial operations
- This tool will provide financial transparency to the public through a portal on the City's website.
- Users will be offered various formats for viewing the information, such as pie charts and line graphs.
- Initial available information will include the budget, as well as revenues and expenditures from the General Fund, from FY 2013 to FY 2017.
- Users will be able to submit questions and provide feedback through the portal
- Information is updated each week through OpenGov

At the conclusion of the presentation, discussion ensued. Councilmember Elrod commented that he supports the City becoming more transparent and providing this type of easy-to-navigate financial tool to the citizens. Councilmember Vincent echoed Councilmember Elrod's sentiments, and she also asked about feedback or questions directed towards any specific city districts. Ms. Upshaw said that those questions or comments could be assigned directly to specific individuals through the portal. Councilmember Vincent also posed questions regarding exactly how the information can be viewed by individual users, and Ms. Upshaw responded that she would like the opportunity to look into those issues further and report back. At the conclusion of the presentation, Councilmember Pruett also shared his support of moving forward with the project.

Councilmember Vincent motioned to move forward with the OpenGov to be placed on the website; and Councilmember Elrod seconded. The vote was six in favor. Those voting in favor were Mayor Pro Tem Pruitt; Councilmember Elrod; Councilmember Pruett; Councilmember Stewart; Councilmember Varner; and Councilmember Vincent. Mayor Copeland was not present for the meeting.

10A. Presentation of monthly financial update for General Fund, SPLOST, Hotel/Motel and Court

Mr. Clark

Mr. Clark presented a financial update for the General Fund; SPLOST; Hotel/Motel Tax; and Court as of March 31, 2017. Some of the items discussed are listed below:

- Total revenues for the General Fund are \$15,086,151, with total expenditures of \$12,884,374.

- Excess revenues over expenditures for the General Fund are \$3,241,382.
- Total revenues for the Hotel/Motel Tax Fund are \$848,474, with total expenditures of \$848,474.
- Total revenues for SPLOST III, are \$258, with total expenditures of \$18,041.
- Excess expenditures over revenue for the Hotel/Motel Tax Fund are \$17,783.
- Total revenues for the Capital Projects Fund are \$250,000, with total expenditures of \$2,118,578.
- Excess expenditures over revenue for the Capital Projects Fund are \$1,868,578.

11. Discussion and Approval to apply \$5,000.00 to One Henry feasibility study for economic advancement. This is a collaborative effort for strategic planning for the County. The expenditure will be funded by the General Fund. **Mr. Keith Dickerson**

This item was removed from the Agenda.

12. Discussion and recommendation to award the 2017 City of McDonough Summer Youth Camp Program to Shiloh-McDonough Community Outreach, Inc. **Mr. Dickerson**

Mr. Dickerson discussed the recommendation to award the 2017 City of McDonough Summer Youth Camp Program to Shiloh-McDonough Community Outreach, Inc. Some of the specific items discussed are listed below:

- City received one bid on the Summer Youth Program from Shiloh-McDonough Community Outreach, Inc.
- Shiloh-McDonough Community Outreach, Inc. is a 501c3 nonprofit organization, separate from Shiloh Baptist Church.
- Camp program will run June 5, 2017, through June 23, 2017, Monday through Friday, from 7:00 a.m., to 6:00 p.m.; and two meals will be provided each day.
- A total of 80 students will be accepted for the program.

Councilmember Elrod asked that the program be advertised on the City's website, so that all citizens within the City have an opportunity to apply. Councilmember Vincent encouraged everyone to visit the facility where the camp will be held and noted that it is one of the premiere facilities in the Southern Crescent.

As an active member of Shiloh Baptist Church, Councilmember Stewart requested an opinion on voting from the City Attorney, Ms. Leigh Hancher. Ms. Hancher suggested that as a matter of transparency, any councilmembers who attend Shiloh Baptist Church should recuse themselves from voting on the proposed contract.

Councilmember Vincent motioned to authorize the Mayor to sign the contract between the City of McDonough and the Shiloh-McDonough Community Outreach, Inc., for the 2017 city-sponsored Summer Youth Program; and Councilmember Elrod seconded. The vote was four in favor. Those voting in favor were Mayor Pro Tem Pruitt; Councilmember Elrod; Councilmember Pruett; and Councilmember Vincent. Councilmembers Stewart and Varner recused themselves from voting; and Mayor Copeland was not present for the meeting. The motion passed.

13. Draft Budget discussion of the FY 2017-2018 Budget **Mr. Dickerson**

Mr. Dickerson presented information regarding the FY 2017-2018 Budget. Some of the highlights are listed below:

- The total proposed budget for the City, which includes all funds for FY 2017-2018 is \$28,881,751.
- This total represents a 6.6% increase over the FY 2017-2017 amended budget of \$27,091,368.
- The General Fund is the largest component of this total with expenditures of \$16,258,997.
- Taxes continue to be the number one source of revenue for the General Fund, with the Local Option Sales Tax (LOST) being the top revenue source, estimated at \$3,400,000.
- Increase in Hotel/Motel Fund Revenue of \$42,660, as of March 31, 2017.
- Increase in total expenditures in the FY 2017 General Fund of \$1,618,247.
- Commercial Building Permit revenues are up 320%, as of March 31.
- Residential Building Permit revenues are up 96%, as of March 31.
- Proposed Budget includes 2% increase in employee salaries, and the installation of a new digital sign for Main Street.
- Current Millage Rate is 4.56.
- Other items included proposed equipment purchases, proposed new positions and City projects.
- Mr. Dickerson also presented expenditures by department for the General Fund and a breakdown of tax revenue.

At the conclusion of his presentation, discussion ensued. Councilmember Vincent asked about the current status of landscaping costs associated with the Jonesboro Road corridor, and she commented that currently it looks like a jungle. Mr. Dickerson replied that he is having conversations with the County regarding landscaping, and that the City is looking into contracting out some of the landscaping projects in the future. Councilmember Vincent expressed her support of the City Administrator and staff, and said she is happy to get involved in conversations with the County if necessary.

Councilmember Pruett made the request that the Police Department be involved in looking at the security at City Hall. Councilmember Stewart shared concerns regarding landscaping and upkeep on McDonough Parkway. He complimented the Public Works Director, Mr. Ronnie Thompson and the City staff for their hard work to make the City look great. Lastly, Councilmember Elrod suggested that the pocket park should also be considered when looking into contracting out landscaping maintenance.

**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

Mr. Dickerson commented about the State of the County Address at the Merle Manders Center in Stockbridge, on May 10, 2017; and he asked that everyone please RSVP to Ms. Euretha Lyles if they are planning to attend the event.

The City Clerk, Ms. Janis Price asked that each member of the City Council sign and return their acknowledgement of receipt of the adopted Ethics Ordinance.

16. Councilmembers and Mayor Comments

Councilmember Vincent offered her thanks to the police officers who came out to speak with the Wesley Lakes Community concerning the recent presentation regarding gang and drug activity within the City.

Councilmember Varner thanked the City staff for a job well done with the 2017 Georgia Cities Week events. She also thanked the police department for their presence at a recent basketball tournament.

Mayor Pro Tem Pruitt thanked the City's staff and the City Council for the great work that they do.

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 7:02 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.