

MINUTES
CITY OF MCDONOUGH
CITY COUNCIL WORKSHOP
CITY HALL – 136 KEYS FERRY STREET
JUNE 1, 2017
5:30 PM

1. Call to Order

Mayor Billy Copeland

Mayor Copeland called the meeting to order at 5:30 p.m.

2. Roll Call

The City Clerk, Ms. Janis Price called the roll as follows:

Mayor Billy Copeland	Present
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 were: City Administrator, Mr. Keith Dickerson; City Attorney, Ms. Leigh Hancher; City Clerk, Ms. Janis Price; Police Chief, Mr. Preston Dorsey; Finance Director, Mr. Mike Clark; Public Works Director, Mr. Ronnie Thompson; Technology Services Director, Mr. Steve Sikes; and Executive Assistant, Ms. Trisha Colpetzer.

3. Approval of the Agenda

Mayor Copeland called for a motion to approve the Agenda. Mayor Pro Tem Pruitt motioned, and Councilmember Stewart seconded. The vote was seven in favor.

4. Pledge to the Flag

Mayor Pro Tem Pruitt led the Pledge to the Flag.

5. Invocation

Councilmember Pruett gave the Invocation.

6. Approval of the Consent Agenda

- A. Approval to award contract to Piedmont Paving, Inc. to repave roads and streets; authorization for the Mayor to sign document(s). (Exhibit "A" is attached to the agenda for the specific details and roads/streets names). The cost of the project is \$541,132.92 of which \$ 216,171.53 will be paid from the LMIG Grant, and \$324,961.39 will be paid from SPLOST IV funds.

- B. Approval of Councilmember Pruett's recommendation of former Mayor Richard Craig as his appointee to serve on the Historic Preservation Commission.
- C. Approval to allow C&C Lovejoy, LLC to demolish sidewalk and reinstall pavers to provide a 6 ft. width sidewalk on Hampton Street from Sign Craft to The Lunchbox. The cost will be \$43,750.00 and will be paid from SPLOST IV funds.
- D. Approval for the City to employ James L. Whitaker, P.C. to conduct The City's annual financial audit for the year ending June 30, 2017; authorization for the Mayor and the City Administrator to sign the engagement letter. The cost is not expected to exceed \$48,000.00 and will be paid from the General Fund.
- E. Approval of the May 15, 2017, City Council minutes.

Mayor Copeland called for a motion to approve the Consent Agenda. Councilmember Stewart motioned and Mayor Pro Tem Pruitt seconded. The vote was seven in favor.

Mayor Copeland invited local artist, Mr. Edward G. Freeman to share a few words about his artwork which is currently on display at McDonough City Hall.

- Worked with local artist Andy Davis for a few months prior to Mr. Davis' death
- Mr. Freeland incorporates sculpting and painting into his artwork
- Uses recycled glass, rocks, and different types of paint to add texture and dimension
- Hopes to increase awareness for environmental issues and recycling through his work

Councilmember Vincent commended Mr. Freeland for his commitment to the arts and the environment, as well as his efforts to bridge communities and cultures through artwork. She also shared her desire for the City to take on the arts more aggressively in McDonough.

7. Unscheduled Public Comments

There were no unscheduled public comments.

8. Public Hearing for the 2017-2018 Budget

Mayor Copeland

City Administrator, Mr. Keith Dickerson presented the proposed 2017-2018 Budget for a Public Hearing. Mayor Copeland opened the Public Hearing. No one spoke in favor; and no one spoke in opposition. Mayor Copeland closed the Public Hearing.

Mr. Dickerson noted that a second Public Hearing will be held at the June 19, 2017, City Council Meeting.

9. Discussion of the revenues and expenditures for the General Fund, SPLOST, Capital Projects Fund and Hotel/Motel Tax Fund

Mr. Mike Clark

Finance Director, Mr. Mike Clark reviewed the revenues and expenditures for the General Fund, SPLOST, Capital Projects Fund and Hotel/Motel Tax Fund for the ten months ended April 30, 2017.

- Revenues for the General Fund through April 30, 2017, total \$13,760,291 with expenditures of \$10,890,465
- Excess revenues over expenditures for the General Fund total \$2,869,826
- Revenues for SPLOST III total \$303 with expenditures of \$21,841
- Expenditures exceed revenues for SPLOST III by \$21,538
- Revenues for SPLOST IV total \$1,270,297 with expenditures of \$3,189,886
- Expenditures exceed revenues for SPLOST IV by \$1,919,589
- Revenues for the Hotel/Motel Tax Fund total \$948,089 with expenditures of \$948,089

10. Discussion of Best Practices by GFOA and Cost/Fraud Research by the Aberdeen Group for accounts payable payment methods **Mr. Clark**

Mr. Clark discussed best practices by the Government Finance Officers Association (GFOA), as well as Cost and Fraud Research provided by the Aberdeen Group to improve accounts payable methods by utilizing electronic payments through Automated Clearing House (ACH).

- Currently 92% of the City's payroll is processed through electronic payment
- ACH payments will eliminate processing paper checks and reduce the time spent on bank reconciliations
- Eliminates the occurrence of loss from stolen checks
- Can utilize the bank's tracking technologies to secure payments
- ACH per-transaction costs are less than those for paper checks
- ACH payments lessen the occurrence of fraud associated with paper checks

Councilmember Vincent stated to Mr. Clark that the City of McDonough won the prestigious GFOA Honorable Budget Submission Award for FY 2013/2014; and she suggested that the current proposed budget should be submitted as well.

**11. 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)**

Mayor Copeland called for a motion to go into Executive Session for Real Estate O.C.G.A. 50-14-3 (b)(1). Mayor Pro Tem Pruitt motioned and Councilmember Stewart seconded. The vote was seven in favor.

Mayor Copeland called for a motion to return to Regular Workshop Session. Councilmember Pruett motioned and Councilmember Stewart seconded. The vote was seven in favor.

There were no action items to report.

12. City Administrator, City Attorney, City Clerk Comments

The City Clerk, Ms. Janis Price indicated to Mayor and Council that she has provided the Personal Financial Disclosure Statement form to each of them at the meeting. She stated that any official who is not up for election this year should complete and return the form to her no later than Friday, June 30, 2017, at 5:00 p.m.; or the form can be mailed to her but the postmark cannot be any later than July 1, 2017, to be considered on time. For those officials who are up for election this year, the Personal Financial Disclosure Statement is due no later than 15 days after they qualify to run for office. The qualifying dates for 2017 are August 21-25, from 8:30 a.m., to 4:30 p.m., with the exception of one hour for lunch from 1:00 to 2:00 p.m., daily. The financial statement is based on each individual's financial information from the previous year.

Ms. Price asked for a volunteer from the Council to carry the City's flag at the upcoming Parade of Flags at the 2017 GMA Convention; and Councilmember Stewart offered to carry the flag for the event. She commented to council that she will be sending out invitations for the events/meals by vendors, and she will RSVP for those who respond directly to her.

13. Councilmembers and Mayor Comments

Councilmember Vincent discussed a recent business trip that she made to Augusta, and she commented on their extensive use of art within their community. She expressed her desire to work on expanding the presence of the arts in McDonough and continue to beautify the community.

Councilmember Elrod thanked Dr. Stephanie Gordon and her husband who were in attendance for the meeting for their investment in the City of McDonough. He also commended the Lions Club and the City staff for another successful Geranium Festival. In closing, he thanked staff members for their hard work in preparing the proposed 2017-2018 Budget for the City of McDonough.

Councilmember Stewart said that the Summer Youth Camp Program is ready to go on June 5, 2017, and that there are 80 participants signed up for the camp.

Mayor Pro Tem Pruitt thanked everyone in attendance for the meeting. He also offered his appreciation to the City Administrator and City staff for a job well done.

Mayor Copeland thanked several people in attendance at the meeting for their continued investments in the City of McDonough. He also discussed the Miss Transcontinental Pageant which was held in the City at the Performing Arts Center, and

he expressed his appreciation for Ms. Jea Gackowski, who was instrumental in bringing the event to the City. He said that the event is already scheduled to return to the City for 2018, and he encouraged everyone to get behind the efforts for next year's event.

14. Adjournment

Mayor Copeland called for a motion to adjourn. Councilmember Stewart motioned, and Councilmember Elrod seconded. All stood in favor.

The meeting adjourned at 6:28 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.