MINUTES
CITY OF MCDONOUGH
CITY COUNCIL WORKSHOP
CITY HALL – 136 KEYS FERRY STREET
APRIL 5, 2018
6:00 PM

1. Call to Order **Mayor Billy Copeland**

Mayor Copeland called the meeting to order at 6:00 p.m.

2. Roll Call

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

Mayor Billy Copeland	Present
Mayor Pro Tem Kamali Varner	Present
Councilmember Craig Elrod	Present
Councilmember Benjamin Pruett	Present
Councilmember Roger Pruitt	Present
Councilmember Rufus Stewart	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; Fire Chief, Mr. Steve Morgan; Community Development Director, Mr. Rodney Heard; Finance Director, Mr. Mike Clark; McDonough Hospitality &Tourism, Ms. Christie Collier; Main Street Manager, Ms. Courtney Whitman; Public Works Director, Mr. Ronnie Thompson; Technology Services Specialist, Mr. Brian Linton; and Executive Assistant, Ms. Trisha Colpetzer.

3. Approval of the Agenda

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

4. Pledge to the Flag

Mayor Pro Tem Varner led the Pledge to the Flag.

5. Invocation

Councilmember Pruett gave the Invocation.

6. Approval of the Consent Agenda

A. Adoption of an ordinance amending the City Code of Ordinances by deleting existing Code Section 17.20.080, "Fences and Walls;" authorization for Mayor to sign.

B. Adoption of an ordinance amending the City Code of Ordinances by creating a new Chapter, 15.68, "Fences and Walls;" authorization for Mayor to sign.

C. Approval of a rental agreement between the City of McDonough and Southern Outdoor Cinema, LLC for the showing of three movies during the summer "Movies on the Square" series. The total cost of $2,922.00 will be paid from the Main Street budget; authorization for the Mayor to sign agreement.

D. Approval to "Powder Coat" in black five poles and eight mast arms for the One Way Pairs Road Improvement Project. The total cost of $ 7,605.00 will be paid from SPLOST IV funds.

E. Adoption of two Resolutions and authorization for Mayor to sign both. Resolution 1 to commit fund balance for the purpose of creating a Stabilization Reserve Fund in the amount of $1,500,000.00. Resolution 2 to authorize investment with Georgia Fund 1 in the same amount as stated above in an account entitled City of McDonough Stabilization Fund.

F. Adoption of a Budget Resolution to amend the FY 2017-2018 Budget for Approved transactions in various funds; authorization for the Mayor to sign.

G. Approval to authorize payment to ComTech for the low voltage network wiring for the CO Polk Building. The cost will be $ 38,201.10 and will be paid from SPLOST IV funds.

H. Approval of a Resolution and Retention Agreement between the City of McDonough and Brinson, Askew, Berry, Seigler, Richardson, & Davis LLP. for the purposes of participating in potential class action litigation against certain manufacturers and distributors of synthetic opioid drugs; authorization for the Mayor to sign all related documents.

I. Approval of a Franchise Agreement between the City of McDonough and Comcast Cable Communications, LLC for a term of 10 years in which the City will receive 5% of gross revenues; authorization for the Mayor to sign the agreement.

J. Approval of an Amendment to a Quitclaim Deed between the City of McDonough and Henry County relative to the Charlot mural located in the CO Polk Building; authorization for the Mayor to sign Amendment.

K. Approval of a Resolution adopting revisions to the City of McDonough's Purchasing Card Policy; authorization for the Mayor to sign.

L. Approval of a contract between the City of McDonough and Snapping Shoals to finish the street light installation in Windsor Estates in the amount of $399.00 which will be paid from the General Fund; authorization for the Mayor to sign the contract.

M. Approval of a Contract for Water Quality Monitoring by CCR Environmental, Inc. in the amount of $12,620.00 which will be paid by Stormwater funds; authorization for the Mayor to sign all related documents.

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

7. Public Comments - Dr. Harold Grier regarding McDonough Development

Dr. Grier was not in attendance for the meeting.

8. Unscheduled Public Comments

(1) Ms. Annette O'Banion

- There are too many accidents at the intersection of Tarpley Street and Jonesboro Road
- Several accidents have taken place on Tarpley over the last 15 years
- There is a line of sight issue on both ends of Tarpley
- The stop sign has been knocked down four times already this year
- Before someone is killed, the issues with Tarpley need to be addressed

Councilmembers Vincent and Pruitt asked that the issue become a formal action item in terms of exploring options to address the safety issues at Tarpley Street.

9. Community Development Items Mr. Rodney Heard

A. Concept Review Update - Prep for Rezoning Application

Subject Property: Rainer Property

Council District: 3, Craig Elrod

Address/Location: 222 Decatur Road

Existing Zoning: R-50 (Single Family Residential) with conditions per ORD 07-04-02004(ZM)

Location: North of intersection of Hwy 155 N (Decatur Road) and Lawrenceville Street Tax Parcel ID: Portion of M18-07001000

Land Lot(s): 123 of the 7th District Tract Acreage: 12.26 +/- total acres

Municipal Planning Commission

Workshop (04/10/17) & Public Review (05/15/18)

City Council

Public Hearing (Tentatively scheduled for 05/21/18)

Community Development Director, Mr. Rodney Heard reviewed the Concept Review Update regarding preparation for the rezoning application for the Rainer Property.

- Proposed reduction of lots on the subject property from 33 to 11
- Focus on conservation-type of development
- Proposed changes will allow for single-family development which aligns with the City's Growth Management Plan along the Highway 155 N Corridor
- The Public Hearing is scheduled for May 21, 2018.

B. Zoning Map Amendment - Annexation + Rezoning
Case Number: 180103 Council District: 4, Kam Varner
Applicant(s): Ridgeline Property Group for McDonough Commerce Center II Address/Location: Hwy 42 S
Petition Request: M-1 (Light Industrial) - City
Existing Zoning: AR (Residential Agriculture) - Henry County
Location: Hwy 155 Village Activity Center (Hwy 155 S & Hwy 42 S) - City Gateway
Tax Parcel ID: 108-01027002
Land Lot(s): 186, 187, 198 and 199 of the 7th District
Tract Acreage: 81.17 +/- total acres
Municipal Planning Commission
Workshop (04/10/17) & Public Review (05/15/18)
City Council
Public Hearing (Tentatively scheduled for 05/21/18)

Mr. Heard discussed the Zoning Map Amendment related to annexation and rezoning for case number 180103.

- Existing zoning of the property is AR (Residential Agriculture) in Henry County
- Proposed zoning via annexation into the City of M-1 (Light Industrial)
- Staff recommendation is for approval with stipulated conditions/development standards for continuity of design specifications
- The Applicant, Mr. Mike Gray, President of Ridgeline Property Group was in attendance and spoke at the meeting
- The Public Hearing is scheduled for May 21, 2018.

C. Zoning Map Amendment - Rezoning
Case Number: 180309 Council District: 4, Kam Varner
Applicant(s): General Holdings Unlimited, Inc.
Address/Location: Pod R, Phase 2 – Avalon PUD
Petition Request: R-50 (Single Family Residential) w/ new conditions
Existing Zoning: R-50 (Single Family Residential) w/ conditions per ORD 13-11-18003(Z)
Location: Vacant, undeveloped land with remaining area of Pods R within southwest quadrant of Exit 218 West, I-75 Corridor along Westridge Parkway
Tax Parcel ID: 076-01012001
Land Lot(s): 223 and 224 of the 7th District
Tract Acreage: 24.0 +/- total acres
Municipal Planning Commission
Workshop (04/10/17) & Public Review (05/15/18)
City Council
Public Hearing (Tentatively scheduled for 05/21/18)

Mr. Heard reviewed the rezoning petition for case number 180309.

- Existing zoning of R-50 with conditions per Ordinance 13-11-18003(Z)
- Applicant is seeking rezoning to R-50, with new conditions.
- The subject property is part of Pod R within the Avalon PUD

- Staff recommendation is approval with stipulated conditions/development standards for continuity of design specifications within the Avalon PUD
- Mr. Dale Hall with Falcon Design was in attendance on behalf of General Holdings Unlimited, LLC
- The Public Hearing is scheduled for May 21, 2018.

10. Discussion of Revenues and Expenditures for the General Fund, SPLOST Funds, and Hotel/Motel Funds **Mr. Mike Clark**

Finance Director, Mr. Mike Clark gave an update regarding Revenues and Expenditures for the General Fund, SPLOST Funds and Hotel/Motel Funds, for the eight months ended February 28, 2018.

- Revenues for the General Fund total $11,222,072; with total expenditures of $9,375,226
- Excess revenues over expenditures for the General Fund are $1,846,846
- Revenues for SPLOST III total $452, with total expenditures of $12,628
- Excess expenditures over revenues in SPLOST III total $12,176
- Revenues for SPLIST IV total $874,363, with total expenditures of $1,247,714
- Excess expenditures over revenues for SPLOST IV total $373,351
- Revenues for the Hotel/Motel Tax Fund total $974,037; with total expenditures of $974,037

11. Discussion and approval for the City to adopt a new logo for the Main Street Program **Ms. Courtney Whitman**

Main Street Manager, Ms. Courtney Whitman presented a newly designed logo for the McDonough Main Street Program.

- Logo was last updated five years ago
- Objective is to have a simpler visual identity which can be more easily recognized and adapted for promotional use
- Goal is to market the City as a destination for residents and visitors alike
- Coincides with the McDonough Hospitality & Tourism logo

12. Discussion and approval to sponsor a student through the Carl Vinson Institute of GA, Downtown Renaissance Fellows Program, at an estimated cost of $4,800.00 and will be paid from the General Fund. **Ms. Whitman**
Ms. Christie Collier

Ms. Whitman asked for approval to hire a student intern through the Carl Vinson Institute of Georgia Downtown Renaissance Fellows Program for three months in the summer, to assist with streetscape and alley improvements as well as other projects within the City.

- Intern would begin work with the City starting the week of May 7, 2018

- Intern would work from the Design Studio on the UGA Campus and would visit with the City at least four times
- The City would be responsible for paying an hourly rate of $10 per hour, with GMA/GCF funding all other costs
- The cost would total of $4,800, to be paid from the General Fund
- Student assigned to McDonough is from McDonough

Mayor Copeland shared that when the City engaged in a similar type of internship program in 2014, Mr. Rodney Heard oversaw the projects. Mayor Copeland suggested that Mr. Heard be involved in the oversight of this program as well; and discussion ensued.

Mayor Copeland called for a motion to approve to sponsor a student from the Carl Vinson Institute Downtown Renaissance Fellows Program at an estimated cost of $4,800, to be an intern to work with Main Street under the oversight of Mr. Rodney Heard. Councilmember Pruitt motioned, and Councilmember Stewart seconded. The vote was seven in favor.

13. Presentation by McDonough Hospitality and Tourism, and Main Street regarding completed 2017 projects and proposed 2018 projects — **Ms. Whitman**, **Ms. Collier**

City of McDonough Hospitality & Tourism Director, Ms. Christie Collier offered a presentation regarding the completed projects for 2017 and the projected projects for 2018:

- City of McDonough Hospitality & Tourism is a Destination Marketing Organization (DMO), funded by 3.5 percent of Hotel/Motel Tax
- Purpose is to promote tourism in the City of McDonough
- Advertising includes billboards; print advertising, design and marketing; and digital/broadcast promotions
- We utilize our website social media platforms to promote special events and offers
- In 2017, Tourism and Main Street collaborated on several projects to include pole banners in downtown; banner frames at city gateways; repairs and updates to the Welcome Center; the Geranium Drop; Taste of Henry; Quinlan’s Run 5k; and many others
- Some of the goals for collaborations in 2018 include continue improvements to Welcome Center; rebranding logo for continuity; ice skating downtown in winter; new signage at gateways; and Geranium Jam Concert in the fall
- Some of the goals for 2018 for the Tourism Department are moving the office to the Polk Building; add pole banners along hotel district; and purchase a trolley and create a shuttle plan

After the Tourism presentation, Ms. Courtney Whitman with Main Street McDonough presented information regarding the vision, mission, events and projects of the McDonough Main Street Program, as follows:

- New vision for Main Street is to create a vibrant environment that highlights our historical, cultural and dynamic sense of place
- The mission is to promote downtown McDonough as a regional destination for arts, cultural events, economic vitality and residential growth
- Main Street hosted 28 events in 2017, with an estimated economic impact of $600,000
- Main Street received $40,000 in sponsorship money for 2016-2017, towards beautification projects in the City
- Some of the projects have included refurbishing the gas pumps at the Welcome Center; installation of map kiosk; new pole banners; a new message board
- Some of the goals for 2018 include rebranding logo; painting the Welcome Center; tree up lighting; revising Downtown new business packets; a Youth on Main Program; phone marketing; and downtown social gatherings

After each of the presentations, some discussion ensued.

14. Draft Budget Presentation Mr. Keith Dickerson

City Administrator, Mr. Keith Dickerson presented the 2018-2019 Draft Budget. Mr. Dickerson discussed the steps taken in the budgeting process. He reviewed different categories of revenues and expenditures, as well as equipment needs and projects as reflected in the draft budget.

- The two main sources of revenue for the City are from Property Taxes and LOST Funds
- The City's largest expenditures are for Public Safety and General Government
- Some of the equipment needs include ten body cameras; ten digital voice recorders; ten new tasers; night-vision goggles; a finger-print reader; an infrared camera; and six patrol cars for the Police Department.
- Fire Department equipment needed includes new headsets; four new AEDs; a new air-bag lift system; and two command vehicles
- Water Plant equipment needs include one new truck; an excavator; new valves and actuators; and two PLC consoles with valve controls
- Equipment needs for the Stormwater Department include a new F250 crew cab truck and one heavy-duty mower
- Projects included in the draft budget are completion of the UDC; new high-flow water filter basin at the Water Plant; Polk Building Museum; Avalon Park construction; Jonesboro Road Park construction; green infrastructure plan; stream restoration between Big Spring and Oak Park; sidewalk connectivity; redesign of City signs; improve the permitting process; and a new community center
- Plan to initiate new performance-based evaluations and make adjustments to the pension plan, as discussed at the retreat

At the conclusion of the presentation, discussion ensued. Councilmember Elrod expressed the importance of improving the City's permitting process to be more user-friendly with fillable PDF forms. Councilmember Pruitt asked for an update on dredging the water supply and sewerage issues. Mr. Dickerson responded that Georgia Rural Water had determined that dredging the water supply would do more damage than good at this point in time. He also said that the new digester is complete and two pumps have been rebuilt, but no new pipes would be needed for the sewerage system at this time.

Mayor Pro Tem Varner commended Mr. Dickerson on the budget presentation and on the addition of Battalion Chiefs for the City's Fire Department. Councilmember Pruett commented that the City should consider the addition of an ice hockey rink in addition to the inline skating rink, as there are no ice rinks on the south side of Atlanta.

Councilmember Vincent asked about the status of conversations regarding bringing pickle ball to the City. Mr. Dickerson shared that he believes the Jonesboro Road Park would be a great location for pickle ball, but that will have to be discussed further once construction on the park begins. Ms. Vincent commented that she wanted to make sure that the seniors within the City remain on the radar.

Mayor Copeland said that he had been approached by a gentleman who has started a senior softball league for those who are 55 and older; and thus far approximately 80 seniors have signed up for the men's softball league.

15. Discussion regarding purchasing a museum quality 1/8" scale Model of the USS Saratoga from the American Marine Model Gallery in the amount of $10,000.00 which will be paid from SPLOST IV funds; authorization for Mayor to sign all documents **Mr. Dickerson**

Mr. Dickerson discussed purchasing a museum-quality model of the USS Saratoga to be displayed at the Polk Museum, in the amount of $10,000, to be paid from SPLOST IV Funds:

- Our City is named for Commodore Thomas Macdonough, who was the Captain of the USS Saratoga, during the Battle of Plattsburg Bay in 1814
- The model will be a 1/8" scale exact replica of the warship
- Total dimensions for the model are 36" in length by 32" high, and 11 ½" wide
- An acrylic cover will encase the model
- Additionally, a small-scale figure of Captain Macdonough in uniform will be placed on the deck of the ship

Mayor Copeland called for a motion to approve the purchase of a museum-quality 1/8" scale Model of the USS Saratoga from the American Marine Model Gallery, in the amount of $10,000, to be paid from SPLOST IV funds. Councilmember Vincent motioned, and Councilmember Stewart seconded. The vote was seven in favor.

16. Approval of March 19, 2018 Minutes

Mayor Copeland called for a motion to approve the March 19, 2018, City Council Meeting Minutes. Councilmember Pruett motioned, and Councilmember Stewart seconded. The vote was six in favor. Those voting in favor were Mayor Copeland; Mayor Pro Tem Varner; Councilmember Elrod; Councilmember Pruett; Councilmember Pruitt; and Councilmember Stewart. Councilmember Vincent did not vote because she was unable to attend the March 19, 2018 meeting.

17. 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.

18. City Administrator, City Attorney, City Clerk Comments

Mr. Dickerson advised Mayor and Council that he will be out of the office on April 11, through April 13, 2018.

Mayor Copeland asked the City Attorney, Ms. Hancher if she was aware of whether or not the Governor had signed the annexation; and she replied that to her knowledge, he has not yet signed the document. She went on to describe what the process should be going forward.

19. Councilmembers and Mayor Comments

Councilmember Pruitt thanked everyone who was in attendance for the meeting, and he thanked the City employees for a continued job well done.

Councilmember Stewart thanked all of the citizens who were in attendance for the meeting, and he said he was excited to hear about the prospect of the City adding a trolley.

Councilmember Elrod also thanked everyone who was in attendance for the meeting and encouraged those in attendance to continue to be involved. He also offered his best thoughts to Councilmember Vincent in dealing with an illness in her family.

Councilmember Vincent shared her appreciation for the continued thoughts and prayers during her brother’s recent illness. She also commented that she has received several inquiries regarding the use of the Old Municipal Court building; and she suggested that the City should retain a certain level of ownership and control of the facility so that the community’s needs are met as a whole. Councilmember Varner responded that she has also received inquiries from those needing a meeting space within the City.

Mr. Dickerson said that he believes there will be a recommendation as for the use of the building at the April 16, 2018 City Council meeting.

Mayor Copeland discussed the fine group of students who visited City Hall the previous week, and he said that the City continues to have a lot of really great things going on within the community.

20. Adjournment

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

The meeting adjourned at 7:58 p.m.

JANIS 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 February 7, 2018; and a copy of the meeting schedule was posted at City Hall and on the City's website, as required by law.