



CITY OF FLOWERY BRANCH
Council Meeting
Work Session
Meeting Minutes
April 23rd, 2008, 9:30 a.m.



CALL WORK SESSION TO ORDER:

Mayor Hirling called the meeting to order at 9:30 am.

IN ATTENDANCE:

Mayor Diane Hirling and Council Members Allen Bryans, Pat Zalewski, Mary Jones, Craig Lutz and Chris Fetterman. Also in attendance were City Manager Bill Andrew, City Clerk Melissa McCain and City Attorney Ron Bennett.

INVOCATION AND PLEDGE:

Pastor Chuck Nation – 1st Baptist Church of Flowery Branch gave the Invocation and Mayor Hirling lead the pledge of allegiance.

PUBLIC COMMENTS:

There were no public comments.

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS:

[Discussion Council Retreat Meeting Minutes March 28, 2008](#)

Clerk McCain advised there were no changes.

There was a consensus to place this item on the Voting Session Consent Agenda for further consideration.

[Discussion Council Retreat Meeting Minutes March 29, 2008](#)

Clerk McCain advised there were no changes.

There was a consensus to place this item on the Voting Session Consent Agenda for further consideration.

[Discussion Council Meeting Minutes April 2, 2008](#)

Clerk McCain advised there were no changes.

There was a consensus to place this item on the Voting Session Consent Agenda for further consideration.

[Discussion Special Called Council Meeting Minutes April 4, 2008](#)

Clerk McCain advised there was one correction to the title of the minutes and those have been corrected. There were no other changes.

There was a consensus to place this item on the Voting Session Consent Agenda for further consideration.

[Georgia Interlocal Risk Management Agency \(GIRMA\) Insurance Renewal](#)

Clerk McCain advised Council that during the fall of 2007 staff worked with Maximus appraisal services through our insurance carrier to ensure that the City is accurately reporting on property and equipment for insurance coverage. The liability and property insurance coverage is renewed annual with a term of May 1-April 30 of every year.

Continuing, Clerk McCain advised that the current year (07/08) insurance policy cost the City \$86,454. The renewal (08/09) amount is \$92,740, an increase of approximately 7.2%. The increase between the 06/07 year and the 07/08 year was approximately 14%. Part of this increase is due to an increase in employees and an increase in vehicles.

Staff has in the past and continues to recommend the third option with a 25% down payment and 4 monthly installments. This will assist in not placing an unnecessary financial burden on the City.

There was a consensus to place this item on the Voting Session Consent Agenda for further consideration.

[Resolution 08-005 –Capacity Reservation for Restaurants.](#)

Manager Andrew informed the Council that currently commercial and industrial capacity sells for \$22.00 per gallon, with the restaurant capacity set at \$10.00 per gallon. This discount was created in order to facilitate more restaurant development in the City of Flowery Branch and because restaurants can be very high sewer users. For instance, Chili's use will be approximately 5,300 GPD and would have been a cost of \$116,000 as opposed to \$53,000.

Continuing Manager Andrew stated that some of the City's sewer extends to areas some distance from the City Limits, the issue has arisen as to whether the City should discount sewer for restaurants use that will benefit the citizens of Flowery Branch. Therefore, this resolution would raise sewer reservations to a uniform \$22.00 per gallon for commercial and industrial use.

After some discussion staff was directed to revise the resolution as follows:

Restaurants with Distilled Spirits License to sell \$10.00 per gallon

Restaurants with beer/wine license to sell, \$16.00 per gallon

No alcoholic beverages or out of the City limits \$22.00 per gallon.

This item will be rescheduled for further consideration at the May 7, 2008 Council Meeting.

DEPARTMENT REPORTS:

A. City Manager

Manager Andrew deferred to the Department Heads for quarterly reports.

B. Department Head Reports

➤ Administration/City Hall

City Clerk McCain reviewed a quarterly report consisting of:

- Number of Phone Calls
- Number of Window Customers
- Sewer – Water - Garbage Revenue
- Tax Revenue
- Excise Tax – Restaurant & Distributors
- Uncollected Taxes – Tax Liens

➤ Police Department

Chief Lanich reviewed a quarterly report consisting of:

- Calls for Service
- Ofc. Initialed Calls
- Incident and – Accident Reports
- Traffic Citations – Traffic Warnings
- Arrests – Felony, Misdemeanor and Warrants
- Miles Driven
- PD Dispatched Calls and Types of Calls.

➤ Public Works

Director Thomas reviewed a quarterly report consisting of:

- Meters Installed and Meters Replaced
- Leaks Repaired and Sewer Blocks
- Signs Replaced
- Storm Drains Repaired
- Road Cuts and Depot Set ups
- Work Orders and Cutoffs
- Locates
- Waste Removal

➤ [Wastewater](#)

Director Dean reviewed a quarterly report consisting of:

- Wastewater treated
- Drinking water delivered
- Well Information
- Lift Station information
- Inspections of equipment.

➤ [Planning & Community Development](#)

City Manager Andrew reviewed a quarterly report consisting of:

- Permits issues – Single Family, Multi Family, Remodeling, Stores.
- Building Inspections
- Final Inspection with C/Os
- Soil Erosion Inspections
- Business License Issued
- Code Enforcement Calls & Investigations.
- Impact, Water Tap , and Sewer Tap Fees
- Building Permit Fees
- Heart of Flowery Branch Business Coalition Meeting April 30, 2008

C. Council Report

Councilman Bryans advised that he felt the City needed to conduct an inventory of non-working street lights and get them repaired and in working order as soon as possible.

Mayor Hirling advised that she felt the quarterly reports were useful.

Councilman Lutz inquired if the reports could be presented in a form that would be comparative to prior year's numbers.

Councilman Bryans inquired if there was a pressure alarm on the pumps.

Director Dean advised that there is not an alarm on the tank.

Councilman Bryans requested that the City research getting an alarm installed as soon as possible.

Councilwoman Jones advised that there was an open house on today's date from 1:00 pm. – 4:00 pm at the new Planning Building.

Further Flowery Branch Spring Clean up will be held on April 26, 2008 from 9:00 am – 10:00 pm at the Depot.

ADJOURNMENT WORK SESSION:

The Mayor moved into the Voting Session at 10:52 am.



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VOTING SESSION 10:52 a.m.

CONSENT AGENDA:

Council Retreat Meeting Minutes March 28, 2008

Council Retreat Meeting Minutes March 29, 2008

Council Meeting Minutes April 2, 2008

Special Called Council Meeting Minutes April 4, 2008

Georgia Interlocal Risk Management Agency (GIRMA) Insurance Renewal

There was a motion made to approve the Consent Agenda as presented.

MOTION: Allen Bryans

SECOND: Craig Lutz

AYES: Allen Bryans, Craig Lutz, Mary Jones, Pat Zalewski and Chris Fetterman.

NAYES: None

Motion carried

UNFINISHED BUSINESS:

None.

ADJOURNMENT:

There was a motion to adjourn into the April 23, 2008 meeting at 10:51 a.m.

MOTION: Chris Fetterman

SECOND: Pat Zalewski

AYES: Pat Zalewski, Allen Bryans, Mary Jones, Chris Fetterman and Craig Lutz.

NAYES: None

Meeting adjourned