

CITY OF FLOWERY BRANCH
Council Meeting
Work Session Minutes
Thursday August 1, 2013 6:00 PM



OPEN MEETING:

CALL TO ORDER: Mayor Miller called the meeting to order at 6:03 p.m.

IN ATTENDANCE: Mayor Mike Miller, Mayor Pro tem Joe Anglin, Council Members: Damon Gibbs, Mary Jones, Fred Richards and Tara Richards. Also in attendance were City Manager Bill Andrew, City Attorney Ron Bennett, City Director of Planning and Community Development John McHenry, City Finance Director Jeremy Perry, City Public Works Director Johnny Thomas and Chief of Police David Spillers

PLEDGE OF ALLEGIANCE: The pledge of allegiance was led by Boy Scouts from Troop 534

UNFINISHED BUSINESS: None

NEW BUSINESS:

Discussion – Draft Council meeting minutes from July 18, 2013

- City Clerk Burney stated that she had received a clarification to the minutes from Council Member Gibbs and that the clarification has been incorporated. There were no other comments.

Discussion – First Reading Ordinance 477 – Amend Charter to provide a per diem to Mayor and Council Members for meeting attendance

- City Attorney Bennett stated that Council Members attend additional meetings and that the City Charter does not allow for payment to attend additional meetings. Other cities have per diem amounts paid for each meeting attended. If this ordinance were to be passed, it would take effect in January 2014. If it were not passed, it could not be revisited until next year after the election and would not take effect until January 2016.
- The per diem ordinance as presented is for \$50 meeting for up to 5 meetings per month and does not include regularly scheduled and special called City Council Meetings. Currently, Oakwood has a per diem of \$50 per meeting up to 10 meetings and Gainesville has a per diem of \$125 per meeting.
- Council Member Fred Richards requested a clarification of meetings that would be included as per diem meetings. City Manager Bill Andrew indicated that they would be MPO meetings, Chamber meetings and Economic Development Council

meetings. Council Member Fred Richards clarified with City Attorney Bennett that committee meetings would be eligible for a per diem, but City Council meetings and internal budget meetings would not.

Discussion – First Reading Ordinance 478 - Millage rate for fiscal year 2014

- City Finance Director Jeremy Perry indicated that the millage rate for Fiscal Year 2013-2014 would be 2.837 mills, which is the amount that is has been for the last 9 years. The second reading of this ordinance will be on August 15.

Discussion – Georgia Drinking Water Lab & Related Services Contract for 7/1/2013 to 6/30/2016

- City Manager Andrew indicated that this contract is a renewal of a contract to test the water quality of the City's drinking water. The annual amount of the contract is \$5840 which is the same as in previous years and the contract lasts until July 30, 2016. This amount is slightly less than private labs and reporting is streamlined as the Environmental Protection Division is actually doing the testing.

Discussion – Contract for maintenance of City landscaping on Atlanta Highway and City Depot

- City Manager Andrew indicated that that there had been discussion about hiring a part time employee to help with landscape maintenance, but it has been determined that a part time person would not be enough.
- Currently, the City mows 22.15 acres of property that is City owned and 20.7 miles of Right of Way and one crew is not enough to handle this. Some of the areas being maintained should be mowed by the Department of Transportation, but they are unable to mow them. To keep the City looking nice, the City is maintaining them.
- To add another guard and inmate crew with equipment would cost the City \$82,800 annually.
- Currently, the public works department only has three employees currently working as two employees will soon be going on long term disability.
- There were 2 companies that submitted bids, but the recommendation is to hire New Leaf Landscape Services for a year and see how it works out.
- Council Member Fred Richards stated that maybe the City should look into having the landscape company mow Atlanta Highway also. Council Member Anglin felt that the City may need to reprioritize and concentrate on City property and City Right of Way first, and DOT Right of Way last.

DEPARTMENT REPORTS:

City Manager Report

- GEFA loan application – The City is looking at applying for a loan for the Cinnamon Cove project of about 1 to 1.5 million dollars with an interest rate of 1.4%. A breakdown of the funds available was presented and is attached as Exhibit A. The City Manager is looking for Council permission to submit an application. There is a deadline of August 9 to get the application in for the October 8 GEFA meeting. If the application were to be approved, the City would not have to use the money unless it wanted to. Council Member Gibbs verified that the money being spent on this project would not have an impact on the culvert that needs to be replaced on Mulberry Street as the money for the two projects are coming from different funds.
- There have been some complaints received by the City regarding late garbage pickup by Red Oak Sanitation. The City contract states that Red Oak must use single axle trucks to pick up trash as it is better for the streets and reduces wear and tear. This restriction is causing it to take longer for the trash to be picked up as Red Oak only has two trucks that are single axle. The Council feels that the contract with Red Oak, which is up for renewal in October of this year, should not be amended and Red Oak should communicate better with the citizens regarding issues with their garbage pickup service.
- City Manager Andrew showed an example of the new road signage that will be going up in the City. The new road identification signs will be blue and have the City logo on them which will help residents to determine if they are in the City limits. The new signs are also bigger and meet the new reflectivity requirements, which will help make the signs easier to read. Sterling on the Lake will also be replacing their signs with the blue signs.
- The Sport Shooting store that is located on Railroad Avenue will be having its grand opening on August 24.
- A new business, Echo Wellness Center, which is located at 5516 Main Street, is anticipating having its grand opening on September 1.

City Finance Director Report

- City Finance Director Perry presented possible options for a retirement plan for City employees. The information presented is attached as Exhibit B. The information presented is based on GMA information about programs in other cities. This program would have employees vested after 10 years of City employment. Council Member Gibbs indicated that he would like to look into programs where there would possibly be a minimum amount contributed and employees would have the option to put in some of their own money with an employer match. This would help the retirement plan to be more beneficial for long term employees. Council Member Tara Richards would like for a meeting to be set up with GMA to discuss possible retirement plan options.

City Director Planning and Community Development Report

- The plans for the Georgia Retired Educators Museum are currently under review.
- There is currently a lot of permitting activity in the Sterling on the Lake and Mulberry Village subdivisions.
- There will be an update on the Redevelopment Plan at the August 15 City Council Meeting. There will be a Core Team Meeting on August 21 and a Public Meeting on August 27. The consultant is currently doing stakeholder interviews and will be using feedback from stakeholders to help shape the Redevelopment Plan.

City Clerk Report: None

City Attorney Report: None

Council Report

- All of the Council Members thanked Police Chief David Spillers for arranging and coordinating the Fiddlin on the Tracks Event. The event was well attended and good for the downtown businesses.

ADJOURNMENT WORK SESSION: Adjourned at 7:03 p.m.



CITY OF FLOWERY BRANCH
Council Meeting
Voting Session Meeting Minutes
Immediately following Work Session
Thursday August 1, 2013



OPEN VOTING SESSION: Mayor Miller called the meeting to order at 7:03 p.m.

PUBLIC COMMENTS:

Ed Lezaj of 5612 Newberry Point approached to say that he is not in favor of the Council receiving a per diem. He would be in favor of the Council having a travel allowance where the Council members could be reimbursed for travel expenses once documentation were to be presented. This would help to keep the expenses transparent and easy to account for. Mr. Lezaj also indicated that he was fine with the services provided by Red Oak and has had no issues.

CONSENT AGENDA:

Draft Council meeting minutes from July 18, 2013

Motion to approve consent agenda: Joe Anglin
Second: Damon Gibbs
Unanimous

UNFINISHED BUSINESS: None

NEW BUSINESS:

First Reading Ordinance 477 – Amend Charter to provide a per diem to Mayor and Council Members for meeting attendance

A HOME RULE ORDINANCE TO AMEND ARTICLE II, SECTION 2.7(a) OF THE CHARTER OF THE CITY OF FLOWERY BRANCH; TO AMEND THE COMPENSATION OF THE MAYOR AND COUNCIL MEMBERS; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING PROVISIONS OF THE CHARTER; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Motion to approve First Reading of Ordinance 477: Damon Gibbs
Second: Tara Richards

- Council Member Fred Richards stated that he felt that the Council Members should not be reimbursed to attend meetings that are part of the job already. Some meetings that are attended by the Council have no benefit to the citizens of

Flowery Branch. Council Member Richards is in support of having the salaries for Council Members and the Mayor be increased instead.

- Council Member Anglin stated that he did not feel comfortable voting in an increase in his own compensation and that if the per diem were to be enacted, that he would not use the mechanism to collect any additional monies for himself.
- Council Member Jones verified with City Manager Andrew that currently there are no monies in the budget to fund the per diem measure at this time; this ordinance is only the mechanism. City Manager Andrew stated that there would have to be an approved budget amendment for the funds to be available.
- Council Member Gibbs stated that there are no funds available at this time and that there is no requirement that a Council Member claim the per diem for meetings attended.
- Council Member Tara Richards stated that three posts are up for election and that the per diem would not even be available until January 1, so no one is really voting themselves a raise as they may not be on the Council. The per diem would be beneficial for Council Members that have full time jobs that may have to take time off of work to attend events. The per diem would also help to encourage Council Members to become more involved in the community. Council Member Richards is not in favor of a flat travel allowance as there is no accountability.
- Mayor Miller stated that he has been in favor of the per diem for several years as he has seen Council Members that rarely attend things. Some meetings that he has been to have had other governments well represented with several Council Members in attendance. Further, he feels that it would be hypocritical for someone to vote against this ordinance and then collect the money for the per diem.

Mayor Miller asked City Clerk Burney to do a roll call vote:

Council Member Gibbs: Yes

Council Member Jones: Yes

Council Member Fred Richards: No

Council Member Joe Anglin: No

Council Member Tara Richards: Yes

The motion passes with three votes.

First Reading Ordinance 478 - Millage rate for fiscal year 2014

AN ORDINANCE TO FIX THE AD VALOREM TAX RATE FOR THE CITY OF FLOWERY BRANCH, GEORGIA FOR THE CALENDAR YEAR 2013 AND THE FISCAL YEAR OF 2013-2014; TO LEVY SAID TAX UPON ALL PROPERTY SUBJECT TO TAXATION BY THE CITY OF FLOWERY BRANCH, GEORGIA; TO PROVIDE FOR THE TIME OF PAYMENT OF SAID TAXES; TO PROVIDE FOR INTEREST AND PENALTIES FOR THE FAILURE TO PAY TAXES; TO PROVIDE FOR AN ADMINISTRATIVE PROCEDURE FOR THE COLLECTION OF DELINQUENT AD VALOREM TAXES; TO PROVIDE AN ADMINISTRATIVE PROCEDURE FOR THE COLLECTION OF DELINQUENT AD VALOREM TAXES FOR YEARS PRIOR TO

2013; TO REPEAL CONFLICTING ORDINANCES TO THE EXTENT OF ANY CONFLICT; TO PROVIDE SEVERABILITY; AND, FOR ALL OTHER LAWFUL PURPOSES.

**Motion to approve First Reading of Ordinance 478: Damon Gibbs
Second: Fred Richards
Unanimous**

Georgia Drinking Water Lab & Related Services Contract for 7/1/2013 to 6/30/2016

**Motion to approve the Mayor to sign the Georgia Drinking Water Lab & Related Services Contract: Joe Anglin
Second: Damon Gibbs
Unanimous**

Contract for maintenance of City landscaping on Atlanta Highway and City Depot

City Manager Andrew verified that the final decision on this item was to have the Public Works department mow Atlanta Highway more and sign the contract with New Leaf for one year and see how it works out.

Motion to authorize the Mayor to sign the Landscape Agreement with NewLeaf Landscape Services: Fred Richards

City Attorney Bennett indicated that there is a typo in the contract where it says one time for pruning during the growing season and it should be five times. That would need to be corrected prior to signing the contract.

**Second: Tara Richards
Unanimous**

EXECUTIVE SESSION:

Executive Session for Land Acquisition/Disposition.

Motion to enter Executive Session at 7:25 p.m. for the purpose of land acquisition/disposition:

Tara Richards

Second: Damon Gibbs

Unanimous

Motion to exit Executive Session at 7:50 p.m.: Tara Richards

Second: Joe Anglin

Unanimous

ADJOURNMENT:

Motion to adjourn the voting session at 7:50 p.m.: Joe Anglin

Second: Damon Gibbs

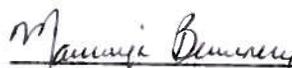
Unanimous


James "Mike" Miller - Mayor

08-01-2013 Minutes

August 15, 2013
Dated

Subject to Change


Maria Burnley - City Clerk

Page 7 of 7

SPLOST VI:

	Original Budget	Percentage of Total Original Budget	Amended Budget based on Estimated Revenue	Estimated amount available for each project
Cinnamon Cove	\$ 1,300,000	52.00%	\$ 786,240	\$ 575,814
9 Police Cars over 6 years	\$ 200,000	8.00%	\$ 120,960	\$ 120,960
Road Resurfacing and Sidewalks	\$ 500,000	20.00%	\$ 302,400	\$ 302,400
City Administration Real Estate Buildings	\$ 500,000	20.00%	\$ 302,400	\$ 512,826
Total	\$ 2,500,000	100.00%	\$ 1,512,000	\$ 1,512,000

\$2,165,000 = CWSRF Intended Use Plan

\$ 575,814 = SPLOST

\$ 544,313 = Available Capital Funds

\$1,044,873 = Loan Amount

- 1.4% = Historically Low Interest Rate
- August 9 deadline for the October 8 GEFA Board Mtg - 6 months to accept the loan and 6 months until first draw request

GMA / Georgia Municipal Employees Benefit System Retirement Fund

Vesting - 10 Years - An employee is entitled to a vested benefit when he/she has accrued 10 years of credited service. At 65+5 the employee would also be vested. The employee can withdrawal funds starting at 55+10, but at a reduced retirement benefit.

	5 Years of Service	10 Years of Service	15 Years of Service	25 Years of Service	Current 2% Match for 10 yrs	8% Match for 10 yrs
Employee A (age 60) Average salary \$35K	\$3,500 Fully Invested Annually	\$7,000 Fully Invested Annually	\$10,500 Fully Invested Annually	\$17,500 Fully Invested Annually	\$7,000 457 Plan One Time Payout	\$28,000 457 Plan One Time Payout
Employee B (age 40) Average salary \$35K	Not Vested	\$7,000 Fully Invested Ineligible for Benefits	\$10,500 Fully Invested Reduced Benefits	\$17,500 Fully Invested Annually	\$7,000 457 Plan One Time Payout	\$28,000 457 Plan One Time Payout
Cost to the City	Max: (10%) \$100,739 first year / \$151,109 remaining			\$29,622		
	Min: (6%) \$60,444 first year / \$90,665 remaining			\$118,487		

Amounts at 100% participation. 13 out of 36 employees participate now.

Participant Contributions - 95% of the memberships does not require participant contributions.

Elected Officials - 53% of the memberships provide benefits for elected officials.

Population - 62% of the memberships have a population of 5,000 or less.

No participant contributions

<u>Cost to the City</u>	<u>Max (10%)</u>	<u>Min (6%)</u>
First Year	\$ 100,739	\$ 60,444
Remaining Years	\$ 151,109	\$ 90,665

2% participant contributions

<u>Cost to the City</u>	<u>Max (8%)</u>	<u>Min (4%)</u>
First Year	\$ 80,591	\$ 40,296
Remaining Years	\$ 120,887	\$ 60,443

Difference

First Year	\$ 20,148	\$ 20,148
Remaining Years	\$ 30,222	\$ 30,222