



CITY OF FLOWERY BRANCH
Work Session Meeting Minutes
Thursday August 20, 2015, 6:00 pm
City of Flowery Branch City Hall
5517 Main Street, Flowery Branch GA. 30542



CALL TO ORDER: Mayor Miller called the meeting to order at 6:00 p.m.

PRESENT: - Mayor Mike Miller and Councilmembers Chris Mundy, Mary Jones, Fred Richards, Joe Anglin and Monica Beatty.

Also present were City Manager Bill Andrew, City Clerk Melissa McCain, Finance Director Jeremy Perry and Attorney Ron Bennett.

PLEDGE OF ALLEGIANCE: Mayor Miller led the Pledge of Allegiance.

Mayor Miller advised that he had just been made aware of a stormwater issue at 5011 Atlanta Highway and requested it be added to the agenda under "New Business".

There was a consensus to add the discussion of stormwater issues at 5011 Atlanta Highway.

UNFINISHED BUSINESS:

Second reading of Ordinance 375A –Amend Historic Preservation Commission Terms

City Manager Andrew stated that there had been some interest in increasing the number of members on the Historic Preservation Commission and suggested that the second reading be tabled until the last meeting in September so that this request could be researched and the ordinance updated to reflect the request.

NEW BUSINESS:

Sawnee EMC Power Agreement for Cinnamon Cove Sewer Line Expansion

City Manager Andrew advised that Smith Pipeline has been working on the Cinnamon Cove Sewer Line installation. During the bid process Smith Pipeline estimated the cost to connect to Sawnee EMC at \$40,000 and that the actual invoice was only \$33,698 which is a savings \$6,302

Manager Andrew continued by stating that the City is required to enter into a Power Agreement with Sawnee EMC for the power service to the two pump stations associated with this project at a base maintenance fee of \$46 per pump station. These funds are budgeted in Water & Sewer Fund.

Further, Manager Andrew advised that there was a need to provide an easement to Sawnee EMC for the installation of those lines to the pump stations.

There was a consensus to place the Sawnee Power Agreement and the issuing of an easement on the August 20, 2015 Consent Agenda for further consideration.

Discussion - Agreement to expand credit card capabilities with nCourt.

Finance Director Jeremy Perry reviewed the request and advised that the City currently has an agreement with nCourt for online payments of police and court fees and that this agreement will expand those services to allow for payment by credit card at the police department window or during court.

There will be a convenience fee between 3% - 7% that will be charged per transaction depending on if the payment was at the counter or online.

There was a consensus to place the nCourt Agreement on the August 20, 2015 Consent Agenda for further consideration.

Funding for full color LED message center installed on existing monument sign.

Director Perry reviewed the option and stated that the city paid \$37,000 for the sign in 2008. The sign is beginning to malfunction and each issue requires staff to go to the site to fix the issue or change the notification on the sign. Further, the sign is beginning to fade and parts are not being made for this model.

Continuing, Director Perry advised that for the site distance needed the sign company suggested going to a 16 mm sign for the best visibility. The new sign would have an additional 2 feet to each end and the gap that is currently there will be covered. The size is 4'5" x 8'8" The company will take out old sign and put in new sign as well as refurbish the colors on the sign.

It was noted the new sign will have remote control capabilities and staff will save time by not having to visit the site to change the advertisement. There is further a five year warranty.

Councilman Anglin expressed concerns with spending the additional funds when other departments may have necessities and the fact that McEver Road is going to be using a large portion of the contingency fund.

Councilman Richards advised that he felt the City needed to upgrade the sign as it is the entrance to the City and the sign has become obsolete.

Manager Andrew advised that staff can program from the office but there are also a substantial amount of graphics that can be downloaded for the sign.

There was a consensus to place the funding for a new LED sign on the August 20, 2015 Consent Agenda for further consideration.

Minutes from 08/06/15

Clerk McCain advised there were no changes.

There was a consensus to place the August 6, 2015 meeting minutes on the August 20, 2015 Consent Agenda for further consideration.

5011 Atlanta Highway

Mayor Miller advised that he has had the resident that lives at 5011 Atlanta Highway call him at least four times at odd hours and complaining about water ponding in his yard.

City Manager Andrew passed out a map of the area in question.

Mayor Miller advised some of the ponding water could be from the City or mostly his water. Mayor suggested that staff get an estimate from Pond Engineering to see where the water is coming from to see if it is coming from our site and causing the issue.

Mayor Miller reviewed the two drains that run under the railroad tracks and advised that at least one is not of sufficient size and could cause part of the problem.

Manager Andrew advised that the homeowner also adjusted the grade in his back yard which could also be affecting the drainage.

Manager Andrew further reviewed the plan for the new City Hall and the plan for stormwater drainage. Part of this discussion touched on having a regional stormwater management plan. The plan would consist of upgrading the railroad structures and that would relieve some of the overflow to the second structure which would possibly prevent overflow over Atlanta. It was noted that the engineer felt that the drainage plan for City Hall could alleviate some of the issues the railroad structures are having.

Continuing, Manager Andrew reviewed both Railroad stormwater structures and advised one overflows and flows into the second structure. The first structure is draining 26 acre site and since it can't handle the amount at times it runs into the other structure. These structures and the drainage is both a GDOT and Railroad issue and they are not Flowery Branch Structures.

Bill the owner of the property adjusted the grade on his own and may have added to the problem

City Manager Andrew inquired if the Council wanted to have Pond Engineering check into the source of the water.

Fred stated that it might be worth it for the homeowner to put in a catch basin and the city could give them permission to tap into the cities drainage pipes.

Councilman Anglin inquired if this was a new issue?

Manager Andrew stated that according to Johnny it has been going on for two decades with no complaints.

Councilman Richards inquired if there was a witness to the flooding.

Chief Spillers advised that every time it rains he sends an officer to check it and there is not documentation that the water is rising enough to get close to the home.

City Manager Andrew advised that Southeaster Engineering is looking at the City Hall site and their responsibilities could be expanded to look into this issue as opposed to having two different companies research stormwater issues within such a close proximity. The estimate for Pond Engineering was between \$9,000 and \$13,000 depending on type of design plans.

Manager Andrew stated that Southeastern has already started surveying on the City Hall site and could be expanded to include the Atlanta Hwy.

Manage Andrew stated that Southeastern is going to give staff a price to look into a regional stormwater management plan.

Manager Andrew stated that there were TAD dollars as well as SPLOST dollars available to cover stormwater management.

Further, Manager Andrew advised that the Railroad advised that the structures were sufficient when they were installed and they have not changed anything so they state if the structures are insufficient it is due to the building up of the area.

Councilman Richards suggested this issue be tabled until Engineer Brian Bolick could address the council.

There was a consensus to authorize the City Manager to have staff install an inlet and tap into the current stormwater drainage pipe.

DEPARTMENT REPORTS:

City Manager Report

Retreat Discussions

Manager Andrew listed ten items that he will discuss, each at its own meeting.

1. Commercial Revenue from Stonebridge Shopping Center
2. How does the Tax Allocation District (TAD) work?
3. Sterling on the Lake – Revenue Currently and at Buildout and Impact on Services
4. Our Paving Schedule
5. Structure/Schedule of Meetings (Work Session and Voting Meetings)
6. Update on SPLOST Projects
7. Police and Patrol Staffing – How many Patrol Officers do we need for our population?
8. Status of Sewer, Public Works and Police Vehicles and Equipment
9. The Relocation of the Wastewater Plant’s Effluent Discharge
10. Do We Need a Stormwater Utility?

Discussion – Commercial Tax Revenue

Manager Andrew reviewed the revenue received for Stonebridge Village as there has been some misconception on the actual amount the City receives and how it can be spent.

Business Licenses	\$ 27,517.00
Alcohol Licenses	\$ 17,000.00
Alcohol Excise Taxes	\$ 5,379.14
Taxes:	
General Fund	\$ 15,235.09
City TAD	\$ 48,013.85
County TAD	\$ 71,146.71
	<u>\$ 184,291.79</u>

TAD funds generated can be used anywhere in the TAD district so funds from Stonebridge Village could be spent on WWTP or downtown.

Reviewing Stonebridge Village area – the business license generates 27,517, Alcohol is 17,000 and alcoholic beverage excise tax is 5,379 and property taxes is 15,235. The TAD monies are 48,013.85 and the County TAD \$71,146.79

Approximately 71,000 is all the city generates from Stonebridge village brings to our general fund.

Joe – LOST money is also generated – Bill – the state doesn't calculate sales tax on where they occur so we did not include those numbers. The other issue is that any development does not necessarily generate those sales tax dollars in the area it is built. LOST funds go into a pool and split between all the cities in the county. It does not matter where the development is, it would bring in the same amount of funds.

City Finance Director Report - No report

Audit Confirmations - questioner to you – and you have to mail them in yourselves

City Planner Report - No report

City Clerk Report - No report

City Attorney Report - No report

Council Report

Fred Richards – Fireman's Challenge very good and entertaining and claim they want to come back in the future.

Councilman Anglin advised that his wife attended the event and thoroughly enjoyed it.

Mayor Miller advised that he had heard it was a great turn out and that our hotel was totally booked.

Mayors Breakfast was held with the next one being September 14 at 8:00. The September meeting will have a breakfast sponsor that will cover the costs for the meal.

Further, Mayor Miller advised that Sterling on the Lake will have a groundbreaking August 28 for the building of two new pods.

ADJOURNMENT WORK SESSION:

Mayor Miller closed the work session at 7:16 p.m.



CITY OF FLOWERY BRANCH
Voting Session Meeting Minutes
Thursday August 20, 6:00 pm
City of Flowerly Branch City Hall
5517 Main Street, Flowerly Branch GA. 30542



OPEN VOTING SESSION: Mayor Miller opened the voting session at 7:16

PUBLIC COMMENTS: There were no public comments.

CONSENT AGENDA:

1. Sawnee EMC Power Agreement for Cinnamon Cove Sewer Line Expansion
2. Agreement to expand credit card capabilities with nCourt.
3. Additional funding of \$3,720 for color LED message center installed on existing monument sign.
4. Minutes from 08/06/15
5. Per Diem – Mike Miller

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

MOTION: Joe Anglin
 SECOND: Fred Richards
 AYES: Chris Mundy, Mary Jones, Fred Richards, Joe Anglin and Monica Beatty
 NAYS: None
 Motion carried

UNFINISHED BUSINESS:

Second reading of Ordinance 375A –Amend Historic Preservation Commission Terms

There was a motion made to table the second reading of Ordinance 375A until September 17, 2015 at 6:00 pm.

MOTION: Fred Richards
 SECOND: Mary Jones
 AYES: Chris Mundy, Mary Jones, Fred Richards, Joe Anglin and Monica Beatty
 NAYS: None
 Motion carried

NEW BUSINESS: There was no new business.

EXECUTIVE SESSION:

There was a motion made to go into Executive Session for Land Acquisition at 7:19 p.m.

MOTION: Joe Anglin
 SECOND: Chris Mundy
 AYES: Chris Mundy, Mary Jones, Fred Richards, Joe Anglin and Monica Beatty
 NAYS: None
 Motion carried

There was a motion made to exit Executive Session and reconvene the Voting Session at

MOTION: Mary Jones
SECOND: Fred Richards
AYES: Chris Mundy, Mary Jones, Fred Richards, Joe Anglin and Monica Beatty
NAYS: None
Motion carried

ADJOURNMENT:

There was a motion made to adjourn the meeting at 7:56 p.m.

MOTION: Mary Jones
SECOND: Fred Richards
AYES: Chris Mundy, Mary Jones, Fred Richards, Joe Anglin and Monica Beatty
NAYS: None
Motion carried