

MINUTES
WORKSESSION MEETING
MONDAY, APRIL 8, 2013
6:30 P.M.

I. ACKNOWLEDGEMENTS/PRESENTATIONS:

Present: Mayor Ralph Moore, Councilmembers Shirley Jackson, Brian Jones and Vince Williams, City Attorney Dennis Davenport, Interim City Manager Sonja Fillingame, City Clerk Jacqueline R. Cossey and Assistant City Clerk Tameka Ashmon

Absent: Councilmember Angelette Mealing

1. Presentation by AMEC, Inc to discuss preliminary findings for the Union City Livable Centers Initiative Supplemental Study, and Atlanta Regional Commission (ARC) Program

A group presentation was made to the Mayor and Council regarding the preliminary findings for the Union City Livable Centers Initiative Supplemental Study. Lee Walton of AMEC led the presentation and provided an overview of infrastructure issues and redevelopment implementation. He then introduced Inga Kennedy, President of Planners For Environmental Quality (PEQ), who addressed process overview and public input. Mr. Walton introduced Deborah Jensen of Cooper Carry who addressed Urban Design Principles. He then introduced Kenneth Bleakly, President of Bleakly Advisory Group, who addressed the real estate market, impact implementation and land use control. In closing Mr. Walton informed the Council that ARC would like a response at the end of the month or over the next several months, but not to exceed six months. He then offered to answer questions and take comments from the Mayor and Council.

Councilmember Jackson stated that when places are successful they tend to have a town center area and we do not.

Councilmember Jones stated that he thinks that the plan is awesome. He added that information provides good direction for the City and each parcel is probably interchangeable. He added that he is eager to move forward but due to financial restraints the Council has to decide how to get it to the developer. He then gave accolades to the group for their outstanding work.

Mayor Moore asked why an institution was not considered for the plan or a focal point.

Mr. Walton asked Mayor Moore what kind of institution he was referring to.

Mayor Moore responded, "Academic or Health". He then asked why an institution wasn't considered as a possible corner stone for this project as opposed to a municipal building.

Mr. Walton stated that they discussed both of those and other types of uses, but not as an anchor but as a component. He continued stating that in the core area of the plan, the concept is to actively reuse a good portion of the core area of the Mall structure as it is now and they coded it as retail but there is no

reason that it could not be medical office space. He added that they did not consider that it could be something larger like a hospital because they feel that the market has hospitals serving it in other places and that is a much broader and longer term proposition. Mr. Walton stated that medical office space or a small educational companion space of some sort could very well fit in the core instead of retail or equally in the industrial flex space that could just as well be an educational or office component. He concluded that it is a part of the mix.

Mr. Bleakly stated that Camp Creek has a one story medical facility next to their retail center and they have been very successful. He added that the medical facilities are mostly clinics, diagnostics and operations for knee surgery and there is a demand for those types of spaces.

Councilmember Jackson suggested an urgent care center.

Ms. Kennedy stated that the public did acknowledge a desire for an education and training center.

Mrs. Fillingame stated that she would like to thank Ms. Lippmann and Ms. Harris for partnering and working with AMEC. She continued stating that she attended some of the meetings and the involvement from the public was outstanding.

Mr. Walton thanked the Council and asked that they share any additional thoughts or comments with them by email.

2. Mid-Year Budget Review by Tarsha Calloway

Controller Tarsha Calloway presented the Council with a mid-year budget review. She informed the Council that she has done some preliminary assessments of the City's revenues and expenditures versus the adopted budget for 2013 and wanted to bring a few things to their attention. Mrs. Calloway stated that the revenue is coming in under budget. She added that the Local Option Sales Tax (LOST) is the most significant revenue projection that is coming in the lowest. She further added that the LOST was budgeted at 4.2 million and that is assuming a 50% increase retroactive back to January 1st. Mrs. Calloway stated that after speaking with Mrs. Fillingame and Mr. Davenport, they do not know when the negotiations will be finalized. She then stated that the property taxes are coming in under budget as well. She added that we have over 1000 properties that are currently being appealed and we do not know if they are going to come through by the end of the year, but that could increase or decrease the amount. She further added that the sign permits came in lower, but they were offset with an expenditure in the Community Development department so if we do not get any sign developments coming in, that will be offset by \$180,000.00. Mrs. Calloway stated that our expenditures are moving along as normal, but that will leave us in a deficit of \$1.7 million. She added that the LOST is the most important revenue source that we have not been able to bounce back from. She then added that the 2006 GO Bond fund balance was \$706,000.00, but for some reason it was budgeted to spend \$1 million, but the money is just not there, so some projects have been placed on hold and she is projecting to spend approximately \$624,000.00 so that will leave about \$81,000.00 for the next year, but there is a group of projects called "Group Seven" and those projects must continue and they are currently in the design phase, but once we go to construction we will have to find other funding sources to finish the projects. Mrs. Calloway stated that the Corrections Fund includes the staffing for the jail and all of the expenditures. She continued stating that if we continue staffed the way we are now; we will have a

huge deficit. She added that we have \$1 million that was transferred to our pool cash from refinancing the jail and we could use that to help offset some of the debt. She then stated that another scenario would be to reduce some of the staffing to try and cut back on some of our expenditures, but we will still be in a deficit, but it will not be as significant. Mrs. Calloway stated that we have some tough decisions to make. She added that she recommends a hiring freeze with the exception of the Public Services Director and the Police Department positions as we have a grant that we must maintain based on the number of officers that we have. She then stated that over the next few weeks she will be working very closely with the city manager and all department heads to see how we can reduce our expenditures now and start preparing for next year. At this time Ms. Calloway stated that although it is not noted in the Council's packet, we will need another Tax Anticipation Note (TAN) this year to help with the cash flow. She then took questions from the Mayor and Council.

Councilmember Jones asked how much do we owe on the Jail.

Mrs. Calloway stated that we just refinanced so the payoff is over \$12 million.

Jail Chief John Mansch stated that we owe \$13.4 million on the Jail.

Councilmember Jones asked for the timeline for the scenarios.

Mrs. Calloway responded, "As soon as possible."

Councilmember Jones stated that we are collecting stormwater utility. He then asked how the expenditures were going.

Mrs. Calloway stated that it is going very well and we are not spending very much right now. She added that we had a stormwater assessment done and they are developing a plan and we can implement that plan, but the collections are coming in and we are not spending much.

Councilmember Jackson stated that the money for stormwater utility can only be spent on certain things.

Mrs. Calloway stated that the money is restricted.

- II. REVIEW OF MINUTES: Worksession Meeting, Canceled
Regular Council Meeting, 03/19/2013

Mayor Moore asked if there were any corrections to the minutes. No corrections were made.

The minutes were added to the consent agenda as written.

- III. OLD BUSINESS: None.

- IV. NEW BUSINESS: (*Determine Items for Consent Agenda*)

All matters listed on the Consent Agenda are considered routine by the Council and will be approved by one motion. No separate discussion will take place on these items. If discussion of any Consent Agenda item is desired, the item will be moved to the Regular Meeting Agenda for separate consideration.

1. Council to consider approval of a Resolution of Support for Providence at Parkway Village.

Interim City Manager Fillingame led this discussion and stated that this is a resolution that the owners have requested from the City in order to apply for bonds from the Department of Community Affairs. She added that it will provide housing for senior citizens. She added that there will be approximately 150 units. She further added that Fire Chief Donald Leasher has been working with the owners of the first facility, Woodbridge, and this is a resolution to build a second facility.

City Attorney Davenport stated that this came before the Mayor and Council and was approved in June of last year. He added that they were not fortunate to get allocation so they are trying again this year. He concluded that there will be a letter of support identical to the letter of support from last year.

This item was added to the consent agenda.

2. Council to consider approval of a contract with the Department of Transportation for the project located on CS 5079 Shannon Parkway from SR 138 to CS 5082 Mall Boulevard.

Ms. Fillingame also led this discussion and stated that this is an acquisition contract for right-of-way that Georgia Department of Transportation (GDOT) has submitted to the City for our CMAQ Project for Shannon Parkway. She added that this project is a sidewalk initiative along with drainage.

Councilmember Jones asked if each contractor must complete an E-Verify document in place or they will not be able to work on the project.

Mrs. Fillingame responded, "That is correct."

This item was added to the consent agenda.

3. Council to consider approval of a resolution relative to Project CM000-0000-00(643), located on CS 5079 Shannon Parkway from SR 138 to CS 5082 Mall Boulevard.

Ms. Fillingame stated that this is the resolution associated with the aforementioned contract with GDOT. She added that it is for the same project.

This item was added to the consent agenda.

4. Council to consider approval of a resolution recognizing Georgia Cities Week, April 20-27, 2013.

This item was added to the consent agenda.

V. RECOMMENDATIONS FROM THE PLANNING COMMISSION: None.

VI. OTHER BUSINESS:

City Manager Reports:

VII. ITEMS FOR DISCUSSION:

City Attorney Davenport stated that he had one personnel matter and one item regarding threatened litigation for Executive Session.

At this time Mayor Moore stated that he needed a motion to enter into Executive Session for one personnel matter and one item of threatened litigation.

On motion of Councilmember Williams seconded by Councilmember Jones and carried, Council entered into Executive Session to discuss one personnel matter and one item regarding threatened litigation.

On motion of Councilmember Williams seconded by Councilmember Jackson and carried, Council reconvened to Regular Session.

Attorney Davenport informed the Mayor and Council that an incident occurred whereby an individual was injured. Attorney Davenport was directed to settle the matter for \$5,000.00 or less.

Interim City Manager Fillingame informed the Mayor and Council that the interview process was complete for the Public Services Director. She added that the two top candidates were present, then provided a brief description of each candidate's work history. Mrs. Fillingame concluded that she was prepared to make a recommendation to the Council tonight.

Mayor Moore asked for a vote for the appointment of the Public Services Director.

On motion of Councilmember Williams seconded by Councilmember Jackson and carried, Council approved the appointment of Ms. Fillingame's recommendation, Cedric Clark, as the City's Public Services Director. Vote was unanimous.

At this time Mayor Moore asked Mrs. Fillingame when she planned to market for the Community Development Director position.

Ms. Fillingame stated that although she had a job description prepared, there was not a lot going on in community development; therefore, she would recommend not moving forward to fill the position as a cost saving measure. She added that we have staff in-house that can assist and make sure that things continue to move forward. She then reiterated that her recommendation would be to not fill the position due to the nature of development at this time. She concluded that she would like to realize some cost savings given our budget constraints.

Councilmember Jackson stated that she agreed with the recommendation.

Councilmember Williams stated that there was not a lot of economic community development going on right now and the recommendation makes sense. He added that we will have to weigh heavily on the City Planner and she is going to have to step it up.

VIII. ADJOURNMENT:

On motion of Councilmember Jackson seconded by Councilmember Williams and carried, the meeting adjourned.