

UNION CITY MINUTES
WORKSESSION MEETING
TUESDAY, AUGUST 19, 2014
6:30 P.M.

Present: Mayor Vince Williams, Councilmembers Shayla Nealy, Brian Jones, Angelette Mealing and Joyce Robinson, City Attorney Dennis Davenport, City Manager Sonja Fillingame, City Clerk Jacqueline R. Cossey, and Assistant City Clerk Ricky L. Clark, Jr.

The meeting was called to order at approximately 6:30 p.m. by Mayor Williams.

- I. INVOCATION AND PLEDGE OF ALLEGIANCE TO THE FLAG
- II. MEETING OPEN TO THE PUBLIC TO DISCUSS ITEMS NOT ON THE AGENDA (2 MIN.)
- III. PRESENTATIONS/ ACKNOWLEDGEMENTS OF AWARDS AND ACHIEVEMENTS:

Presentation of Proclamation for National Payroll Week

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 Agenda for separate consideration.

IV. OLD BUSINESS:

1. Council to consider approval of a Resolution to amend the Union City Urban Redevelopment Plan's target area and related urban redevelopment activities.
2. Council to consider approval of a Resolution activating the Urban Redevelopment Agency of the City of Union City, Georgia.

At this time Mayor Williams requested to have items one and two under old business to be withdrawn until further notice as there are a lot of issues that have not been resolved. He then asked City Attorney Davenport if he had spoken with the attorney for Majestic.

City Attorney Davenport stated that he had spoken with the attorney for Majestic and it is a bit premature to consider these items at this time.

3. Update regarding the 2006 G.O. (General Obligation) Bond Refunding (*This item was added after the agenda was published*)

At this time Mayor Williams introduced Thomas Owens from Raymond James & Associates, Inc. to provide an update regarding the 2006 G. O. Bond Refunding.

Mr. Owens addressed the Council and informed them that the original plan was to find a bank purchaser and present the Council with the final terms tonight, but he is very

close with a couple of bank purchasers that would give him a rate that is in line with what was presented last month. He then explained that the City can sell the bonds privately or publicly. He then stated that he presented the Council with a budget that showed a public offering, but in the last month the rates in that public market have gone down which will produce more savings. He then recommended that the Council allow him to go forward with a public sale of the bonds because the deal with the bank is too good of a deal for the bank and we would leave too much on the table rather than going forward with a public sale of the bonds. Mr. Owens stated that in terms of dollar value, the added savings to the City are from \$60,000 to \$75,000 of additional savings than the plan shown last month. He concluded that the plan now is to bring the Council final terms at the September meeting because it is important to close prior to October 1st, which is when payment is due for the old bonds.

Councilmember Robinson asked Mr. Owens if he was recommending a public sale as opposed to a private sale.

Mr. Owens Responded, "Yes, that would be our recommendation".

Councilmember Robinson then asked Mr. Owens to explain the plan again.

Mr. Owens reiterated the plan. He added that the bonds have been validated; now he has to execute it and bring it back to present the Council with the final terms.

V. REGULAR/NEW BUSINESS:

1. Approval of the Minutes:
Worksession Meeting, 07/15/2014
Regular Council Meeting, 07/15/2014
Budget Presentation, 08/12/2014
Budget Public Hearing, 08/12/2014

All Minutes were added to the consent agenda as written.

At this time Councilmember Jones joined the meeting.

2. Council to consider Approval of the Federal Disaster Recovery Act-Winter 2014 Storm Award.

Operations Coordinator Ashley Minter led this discussion and stated that this item serves as a housekeeping measure to meet the auditor's requirements for reporting Federal funding. She added that during the 2014 program year, the City saw 2 major winter storms and President Obama declared the February winter storm a disaster; therefore, municipalities could receive funding for expenses in services rendered. Ms. Minter stated that the expenses in category A include labor, equipment and disposal and are eligible for funding consideration through FEMA's, Federal Emergency Management Agency, Disaster Recovery Act. She continued stating that FEMA has approved an award in the amount of \$21, 282.01. Ms. Minter stated that we have a pending application for category B which includes assisting motorists, providing warming shelters, clearing roadways and directing traffic and it is currently being

reviewed by FEMA. She concluded that the proposed award amount is \$9,893. She added that staff is requesting approval to accept both awards.

Councilmember Jones asked if the money for the FEMA award would go to the General Fund or if it is allocated to the departments that worked during the winter storms.

City Manager Fillingame stated that the money would go to the General Fund because that is where the resources came from.

Councilmember Robinson asked if we could establish a fund for this money.

City Manager Fillingame stated that when we book those revenues, they must be booked in our Federal Fund, but this will be a reimbursement for the expenses that we have already expended out of the General Fund.

This item was added to the consent agenda.

3. Council to consider approval of a contract with Fire Recovery USA for Fee Recovery.

Fire Chief Donald Leasher led this discussion and stated that during the Council meeting last month, an ordinance and a resolution was adopted to start recovering fees for non-resident motor vehicle accidents. He continued stating that the next step of the process is to find a recovery firm to recover the fees. He further added that he put a team together, Anna-Marie Robinson-Berry and Derenda Moore, to find 3 vendors. After interviewing all of them, he is recommending Fire Recovery USA. Chief Leasher stated that this firm was selected because they had the highest collection rate and over 500 clients with 10 clients in the State of Georgia. He added that the firm's software is compatible with what he currently has in the fire stations. He further added that the firm will accept the back data from July 16, 2014, which is when the ordinance and resolution were adopted. He concluded that we have experienced approximately 17 wrecks for non-residents in that timeframe.

At this time Chief Leasher shared Fire Recovery USA's client list with the Council. He then requested approval of the contract with Fire Recovery USA.

Councilmember Jones asked City Manager Fillingame if this was a revenue generating contract, meaning all revenue would go to the General Fund.

City Manager Fillingame responded "Yes". She added that it is budgeted in the General Fund.

Councilmember Nealy asked if we have the option for reimbursements monthly or quarterly.

Chief Leasher stated that the reimbursements could be monthly, quarterly or semi-annual, but he is recommending monthly reimbursements.

City Manager Fillingame stated that this will be a new endeavor for us; therefore, Mrs. Calloway advised us to be very conservative with our revenue estimates. She added that this will go a long way with recouping some of the expenses that we incur as a result of the Fire Department responding.

Mayor Williams asked what type of revenue this firm could bring in considering we can back date to July 16th, which includes 17 accidents.

Chief Leasher stated that he provided an estimate to Councilmember Mealing per her request and he should have included the entire Council, but the analysis included January 1, 2014 through May 31, 2014 and those five months produced approximately \$36,000.

Councilmember Robinson asked what determines the amount of money that the firm will ask for from the insurance company.

Chief Leasher stated that there is a guideline that is a part of the resolution which includes all of those fees on five different levels, but the range is from \$435 to \$2,000. He concluded that the firm will retain 20% of all fees recovered.

This item was added to the consent agenda.

4. Council to consider a text amendment to the City's Alcohol Beverage Ordinance.

City Planner Shayla Harris led this discussion and stated that after reviewing this ordinance she has found that there is some language that is not needed in our text amendments and this is one of them. She added that there are more, so she will be back between now and December. Ms. Harris stated that this item is regarding the removal of the spouse requirement for alcohol beverage licenses. She added that she believes that it should be necessary for the applicant and stakeholders, not spouses. She further added that this language restricts the applicants and this should be about the applicant and stakeholders, not their spouses.

Councilmember Jones stated that this is fine unless the spouse is a stakeholder.

Ms. Harris concurred.

Mayor Williams asked Ms. Harris to read aloud, for the record, the section of the ordinance which will be removed.

Ms. Harris read the following aloud: All applicants for license must attach to the application evidence of their good character. No alcohol license shall be issued to any persons, partnership or cooperation organized for pecuniary gain where an individual has an interest either as owner, partner, stakeholder directly or indirectly, beneficial or absolute or his spouse shall have been convicted or shall have taken a plea of nolo contendere within 10 years immediately prior to the filing of the application for any felony or misdemeanor of any state of the U.S. or any municipal ordinance except traffic violations.

Mayor Williams stated that this language could hold the applicant responsible for something that his/her spouse has done.

Ms. Harris concurred.

Attorney Davenport stated that the City has five different licenses where this language appears and his recommendation is to remove it from each of the five licenses.

Mayor Williams asked Ms. Harris if she was fine with the recommendation.

Ms. Harris responded, "Yes Sir".

This item was added to the consent agenda.

At this time Councilmember Mealing joined the meeting.

5. **Public Hearing** to consider a petition submitted by Dilli Ram Paudel for malt and vinous liquor license for package sales at Shell Food Mart located at 5022 Roosevelt Highway.

City Planner Shayla Harris led this discussion and stated that the application has gone for review before the City Attorney as well as the Police Department and there have been no deficiencies found. She added that the applicant already has a license provided so there are no issues for this site.

Councilmember Jones asked if the Council approves item number 4, would it affect this license.

Ms. Harris stated that according to the application, this applicant is the only owner.

VI. RECOMMENDATIONS FROM THE PLANNING COMMISSION: None.

City Manager Reports:

- FEMA Letter
- Project Application Grant Report
- Program Operating Procedures

VII. OTHER BUSINESS:

1. Approval of the 2015 Fiscal Year Budget.

Finance Director Tarsha Calloway led this discussion and presented the following information with regards to the Fiscal Year 2015 Budget and Millage Rate as both should be adopted during the Regular Council Meeting tonight.

Property Tax and Budget Calendar

- Departmental Budget Review (July)
- Budget Book Available to Public and Council (August 5th)
- City Council Budget Presentation (August 12th @ 5:30 p.m.)
- Budget Public Hearing (August 12th @ 6:30 p.m.)
- Public Meeting, Adoption of Millage Rate and Budget (August 19th @ 7:00 p.m.)

How Will Union City Ensure a Sound Future?

- Continue to follow financial best practices and utilize innovative financial strategies;
- Continue developing as an evolving hub and destination for business, residential investment and tourism;
- Maximize business incentives (Opportunity Zone and Foreign Trade Zone)
- Maximize location and proximity to downtown Atlanta and Hartsfield Atlanta Jackson Airport.

Computation of Millage Rate Rollback & Percentage Increase in Property Taxes for 2014

Description

- Real
- Personal
- Motor Vehicles
- Mobile Homes
- Timber – 100%
- Heavy Duty Equip
- Gross Digest
- Exemptions
- Net Digest
- FLPA Reimbursement Value
- Adjusted NET Digest
- 2013 Millage Rate
- 2013 Net Digest
- Net Value Added-Reassessment of Existing Real Property
- Other Net Changes to Taxable Digest
- 2014 Net Digest
- 2013 Millage Rate
- Millage Equivalent of Reassessed Value Added
- Rollback Millage Rate for 2010

How Are Taxes Computed?

Assessed Value	100,000
Homestead Exemption	-30,000
Assessed Value	70,000
Assessed Value	70,000
X 40%	0.40
Taxable Value	28,000
Taxable Value	28,000

X Millage Rate	0.015692
City Property Taxes	\$439.38

FY 2015 Framework

Balance Budget Based on Prior Year Revenue Trends
 Limit Discretionary Spending
 Reduction through Attrition
 Increase Fund Balance

FY 2015 Fund Summary

Summary by Fund

100 General Fund	\$17,189,290
210 Confiscated Assets Fund	\$ 17,500
215 E911 Fund	\$ 630,926
230 State Grant Fund	\$ 298,861
240 Federal Grant Fund	\$ 340,000
254 Multiple Grant Fund	\$ 58,353
255 Motor Vehicle Fund	\$ 145,000
275 Hotel Motel Fund	\$ 225,000
291 TAD Fund	\$ 55,820
310 2006 GO Bond Fund	\$ 201,565
343 Capital TE Grand Fund	\$ 618,891
345 CDBG Capital Grant Fund	\$ 65,000
350 Capital Projects Fund	\$ 243,500
410 2006 GO Bond Debt Service	\$ 959,400
419 2010 GO Bond Debt Service	\$ 318,758
420 2010 COPS Debt Service Fund	\$ 443,466
505 Water & Sewer Fund	\$ 6,648,553
506 Water & Sewer Capital Proj. Fund	\$ 496,000
540 Sanitation Fund	\$ 819,300
555 Corrections Fund	\$ 560,556
700 Stormwater Fund	\$ 911,000
900 Jail Authority	\$ 783,417
	\$32,030,156

Budget Summary

No Property Tax Increase
 Limited Personnel Changes
 Emphasis on Community Appearance:

- Community Service Program with Public Services Staffing
- Code Enforcement Clean & Lien program & Citywide Clean-ups

Mrs. Calloway added that there was one item that she did not have a formal discussion on with regards to the refinancing of the 2006 G.O. Bond, which will be a one time savings. She then recommended that the Council consider a one-time 2% bonus with those funds due to the increase in health care cost to employees.

She then took questions from the Council.

Councilmember Jones stated that the last slide presented placed an emphasis on community appearance. He added that he would like to continue with these programs. He then recommended that we add up to \$80,000 to the Code Enforcement's budget for an additional Code Enforcement Officer in order to keep the implementation of the current programs.

Councilmember Mealing stated that she would agree, but she needed to know if we are understaffed in Code Enforcement.

City Manager Fillingame stated that we currently have three positions in Code Enforcement, but one position was eliminated last year.

Mrs. Calloway stated that the position was eliminated due to budget restraints and eliminating the position helped with our financial difficulties. She added that through attrition, that position went away because it was vacant at that time, so it was eliminated to help the General Fund.

Councilmember Mealing asked for the opinion of Code Enforcement Officer Polly Miller.

Ms. Miller stated that a position was eliminated last year and it has placed a strain on the Code Enforcement Division. She added that they have managed fairly well with the staff that they have and she appreciates Councilmember Jones' recommendation. Ms. Miller stated that she would like to get that position back if possible.

Councilmember Nealy asked if we are noncompliant or have any deficiencies from a higher mandate that is pressed upon Code Enforcement.

Ms. Miller stated that since last year the development community has increased tremendously and they are spending a lot more time on construction sites due to erosion control. She then reiterated that a lot of man hours are spent on construction sites.

Mayor Williams asked if a lot of time was spent in court.

Ms. Miller responded, "Yes Sir". She added that she has to appear in court tomorrow morning.

City Manager Fillingame stated that it was difficult during this budget year and we had some competing needs with two positions in the Fire Department and she tried to prioritize those needs.

Councilmember Robinson stated that Councilmember Jones is right about the position, but we all know how tight the budget is and we are also trying to balance the employees in the Police Department. She added that she knows that Code Enforcement will be over worked, but we should focus on trying to build the General Fund and maybe this position can be the first thing that we visit next year.

Mrs. Calloway stated that she needed some direction from the Council regarding Councilmember Jones' recommendation. She added that it would decrease the Fund Balance and we could not do the onetime bonus because this position would be an ongoing expense. She then recommended monitoring the budget and revisiting the position at the midyear review.

Mayor Williams was agreeable with Mrs. Calloway's recommendation. He added that he is aware of the need due to the growth in the City and the development coming in and we want to make sure that we address those things. He added that we do not want to go lacking in an area where we have a need, but we have a number of other departments that are crying out and the Council hears those cries, but we have a fiduciary responsibility to make the right decision at the right time.

Councilmember Jones stated that there were two items that we addressed earlier and some of it is probably unallocated in the current budget.

Mrs. Calloway stated that the Fire Recovery is already in the budget.

He then asked about the disaster recovery money from FEMA.

Mrs. Calloway stated that the disaster recovery is not in the budget because that is a grant and we are not sure when we will receive the money.

Councilmember Jones stated that he could sense the hesitance, so he is amenable to revisiting the position at the midyear review.

After a brief discussion, the Council was agreeable to revisiting the aforementioned position during the midyear review.

VIII. REPORTS & ANNOUNCEMENTS FROM THE MAYOR & COUNCIL:

IX. ADJOURNMENT:

There being no further business the meeting adjourned.