

UNION CITY MINUTES  
WORKSESSION MEETING  
TUESDAY, DECEMBER 15, 2015  
6:30 P.M.

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

Directors: Rhonda Jones – Human Resources, Cedric Clark – Public Services, Nicole Dozier – Community Development, Trey Bennings – Information Technology, Chuck Odom - Police Chief and Joe Maddox - Fire Chief

Absent: Lee Blich – Parks & Recreation

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:

1. Presentation of Distinguished Service Plaque to Councilmember Joyce Robinson
2. Comprehensive Annual Financial Report – Award of Financial Reporting Achievement

IV. CONSENT AGENDA: None

*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.*

V. OLD BUSINESS:

1. Council to consider re-appointment of Jennifer Jones Potts to the Housing Authority Board. *(This item was deferred for 60-days during the October Council Meeting)*

At this time Mayor Williams recommended deferring this item for another 60-days. He added that Ms. Potts will continue to serve until a decision is made. He further added that he is concerned about the number of applications that we have received for our various boards. He concluded that he would like to get a better response.

2. **Public Hearing** to consider changes to Article XI Sign Ordinance in order to provide clarity and update the existing text. **(Planning Commission Recommended Approval)** *(This item was deferred for 60-days during the October Council Meeting)*

Community Development Director Nicole Dozier led this discussion and stated that this item was to be brought back to City Council for review again; however staff has



Mayor Williams asked if a list of the remaining streets could be pulled and sent to him and the Council.

Councilmember Nealy asked, for the record, if Mrs. Calloway could verify what bond or monies that we are speaking of.

Mrs. Calloway we are speaking of the 2006 bond for street and road improvements.

This item was placed on the Consent Agenda.

3. Council to consider approval of the Transportation Enhancement Memorandum of Understanding (MOU) for the Streetscape Project on Roosevelt Highway and Lester Road.

Mr. Clark also led this discussion and stated that this item is to update the existing Memorandum of Understanding (MOU) that we have already executed with Georgia Department of Transportation (GDOT). He added that the MOU contained a proposed LET date of 2013 and that time has since passed. He further added that this will be our next Transportation Enhancement (TE) that we LET to construction and we are scheduled to go to construction next year, so GDOT is asking that we update the document to reflect the new proposed LET date.

This item was placed on the Consent Agenda.

4. Council to consider approval of an updated listing of Streets & Roadways for Renewed Speed Detection Device Permits.

Police Chief Odom stated that every couple of years we have to renew our operational permit to run speed detection devices, radar and laser, on the approved Department of Transportation (DOT) list of streets in the City and it is time for renewal. He added that a few months ago he requested an endorsement due to the fact that DOT changed the speed limit on Highway 85 through the City from 65 to 70 so we had a signature change on that, but this is a renewal.

This item was placed on the Consent Agenda.

5. Council to consider approval of a request to implement the Automated School Bus Stop Arm Enforcement Program.

Chief Odom stated that this is a program that the department of education and school transportation system wants to implement with a third party vendor to install traffic light cameras on school buses which will photograph folks that violate the stop arm. He added that the requirement on the City is to have a sworn officer to review all of the images and a Union City Police Officer has to issue the citations. Chief Odom stated that there will be an administrative hearing for these violations as opposed to a regular traffic infraction. He added that they will also need a special set court date and he has looked at the amount from other jurisdictions that are already using this program and he has staff in place that can absorb the amount of work in the police department and municipal court.

Councilmember Jones asked if Union City would be the jurisdiction responsible for this agreement.

Chief Odom clarified that for anyone who violates the stop arm inside of the city limits of Union City, we would write the infraction and it would be returned to municipal court and we would receive a portion of any fines that are generated from that.

Councilmember Jones asked if the other money would go to the school.

Chief Odom replied, "Yes Sir".

Councilmember Nealy asked what other municipalities that are similar to Union City in size, has Chief Odom reached out to in order to get a feel of the internal workings of the program.

Chief Odom stated that he has spoken with people in Sandy Springs and Cobb County as Cobb County has been participating in the program longer than anyone in Metropolitan Atlanta and some of his staff visited and spent some time with the officers that are assigned to go through the process to look at the software and how laborious the task is and based on the amount of traffic counts he thinks that the officers assigned to the traffic unit will be able to absorb this with a nominal effect.

Councilmember Nealy asked City Attorney Davenport if the City would have to do any additional documenting or make changes to the ordinance to include something like this.

City Attorney Davenport stated that no more documentation will be needed but the issue that comes up under this particular state law is because of the methodology that is being used to capture this violation you have to make a determination within 72 hours of the event and decide to issue the citation or not.

Councilmember Mealing asked if the school board has placed cameras on the buses.

Chief Odom stated that they are in the process of installing those as we speak. He added that they are going to add cameras to the school buses in Fulton County it is just a matter of if we want to get on board and participate.

Councilmember Mealing asked if the school board is looking to begin the installation of the cameras in 2016.

Chief Odom stated that they have begun to do so up north.

Mayor Williams asked if this program has assisted in calming those violators because he has seen people ignore the school bus arm while it is down and this is a safety issue. He added that this is a safety issue and we have to make sure that we are supportive of providing any safety measures for our kids.

Chief Odom stated that he asked the exact same question and the officers and court personnel informed him that at the beginning they did not notice much of a difference,

but after the citations were mailed with the fines and some rederick; they begin to notice that the word spread quickly and people started to come into conformity.

City Manager Fillingame stated that she could notify the public through an article in the newspaper to let them know. She added that she could also post information on the website.

Chief Odom stated that he asked that the school put something out through the kids to the parents to let them know and hopefully we will have a good buy-in.

This item was placed on the Consent Agenda.

6. Council to consider the reappointment of Councilmember Brian Jones to the Water and Sewer Authority Board. *(His term will expire December 31, 2015)*

At this time Mayor Williams stated that he supports Mr. Jones continued service on the board as it is extremely vital to the City with its involvement with the Water Sewer Authority. He added that Mr. Jones has a plethora of knowledge thus far with serving for as long as he has. He then asked if there were any objections.

Councilmember Nealy stated that Councilmember Jones has been an advocate for us and he has served as a Chairperson on the Board therefore she will continue to support Councilmember Jones.

This item was placed on the Consent Agenda.

7. Council to consider approval of a request to award the Engineering contract to Moreland Altobelli.

Anna-Marie Robinson-Berry led this discussion and stated that the Finance Department submitted an RFP to the Union City website as well as Georgia Procurement website on September 16, 2015 for the engineering contract that will be ending this month. She added that on October 27, 2015 eight proposals were submitted to the Finance Department and seven vendors were selected for interviews due to one being non responsive. She further added that once the scores for the top three firms were determined, Finance proceeded with opening the top vendor's proposal. Mrs. Robinson-Berry stated that for Keck & Wood, the pricing was significantly higher than the current pricing that the City has. She continued stating that Finance opened the second vendor's proposal which was Moreland Altobelli and they were deemed the lowest, most responsive and responsible vendor for the City. She then recommended awarding the contract to Moreland Altobelli for engineering services.

Councilmember Nealy asked if the City has ever utilized Moreland Altobelli for any type of engineering services.

Mrs. Robinson-Berry stated that we have used them for bid packaging and plans for the City.



Councilmember Mealing asked if Moreland Altobelli has been made aware that their presence will be required when items appear on our agenda with regards to engineering services. She added that they should be made aware that their presence will be required and there is no additional charge as it should be built into their contract. She stressed that the previous engineers were not attending Council meetings and were not available to answer questions from the public.

Mrs. Robinson-Berry stated that this is one of the things that is listed in the scope of the RFP. She added that this was also stressed during their interviews.

Mayor Williams stated that the previous engineers were not available to answer questions for the public, but they were also not available to answer questions for the Mayor and Council.

Councilmember Jones asked what was the difference technically between Keck & Wood and Moreland Altobelli that gave them a higher score, not including cost.

Mrs. Robinson-Berry stated that with regards to rating, there were four people that were on the panel for the interviews and there were a set of criteria that were submitted in the RFP and the proposers were to address those items during their interviews. She added there was a also point system that was added.

Councilmember Jones confirmed that technical and cost were added to get the overall number.

Mrs. Robinson-Berry responded, "Yes".

Councilmember Nealy asked Mr. Clark and Mrs. Dozier if there will be some sort of internal laterals with the current engineering firm. She added that some work orders must be closed out and some additional items that they may have, but do we have a list of proposed projects for going forward and what would we have them to attack first.

Mr. Clark stated that this was discussed today and all of the directors, with the assistance of the City Manager, are going to come up with a transitional plan. He added that there will be several key elements of that plan that we will need to make sure that we have ready to go when we bring them on board. He further added that a part of that is making sure that the institutional knowledge is transferred from the current engineering provider to our new provider but also what projects are in the pipeline that they need to prioritize and attack, so all of that will be a part of that transitional plan.

Mayor William asked if we have looked at a time line.

Mrs. Calloway stated that the plan must be discussed with both contractors, then we can provide a better timeline.

Councilmember Jones asked if this was a one year contract with two renewal options.

Mrs. Calloway responded, "Yes".

This item was placed on the Consent Agenda.

8. Council to consider approval of a request to proceed with the necessary year end budget adjustments to remain in compliance.

Finance Director Tarsha Calloway led this discussion and stated that this is a matter of housekeeping. She added that at the end of the year she goes through everything to ensure that nothing is over budget and is in line with the state law. She further added that there are a couple of funds that were already discussed earlier such as the E-911 when we transported everything over to Fulton County that caused this fund to go over. Mrs. Calloway stated that the refinancing of the bonds also caused this fund to go over. She added that we are fine financially in each of those funds but she needs the Council's approval to make the necessary adjustments to remain in compliance.

Councilmember Mealing stated that she has received complaints that E-911 is taking longer to respond than when we had it in-house. She then asked that this information is communicated to Fulton County.

Mayor Williams stated that he concurs with Councilmember Mealing, but next month Mr. Todd Long will be here and perhaps we can address this with him.

This item was placed on the Consent Agenda.

9. Council to consider approval of a resolution and application for the Recreational Trails Program Grant to secure funding for restoration of the Mayors' Park trail.

Operations Coordinator Ashley Minter led this discussion and stated that she would like to submit an application for the Georgia Recreational Trails Grant Program. She added that the application requires a resolution to be completed and signed by the local governing authority. She further added that the resolution authorizes the City to apply for the grant to the Georgia Department of Natural Resources. Ms. Minter stated that the project site for the grant request is the Mayors' Park trail. She added that minimum grant award is \$25,000 and the maximum grant award will be \$100,000. She further added that the total amount requested is \$100,000. She concluded that staff requests approval of the resolution.

Councilmember Mealing asked if there were any ideas with regards to what we want to do in Mayors' Park.

Ms. Minter stated that she has discussed renovating the trail and received quotes on upgrading the benches and adding new benches. She added that she has also received a quote on fencing.

City Manager Fillingame stated that she has received request from frequent walkers who visit Mayors' Park to update the trail.

Mayor Williams asked if this will included any additional lighting.

Ms. Minter stated that this is geared more towards resurfacing and improving greenspace.

Councilmember Jones asked if it was possible to erect a fence along the back area near the train tracks. He added that there was a comment made during the Christmas Tree Lighting that we need to keep the kids away from the train tracks.

Mr. Clark stated that he does not think that this would be a problem.

This item was placed on the Consent Agenda.

VII. RECOMMENDATIONS FROM THE PLANNING COMMISSION: None.

City Manager Reports:

VIII. OTHER BUSINESS:

IX. REPORTS & ANNOUNCEMENTS FROM THE MAYOR & COUNCIL:

X. ADJOURNMENT:

*There being no further business the meeting adjourned.*