



City of Roswell

38 Hill Street
Roswell, Georgia 30075

Meeting Minutes Administration and Finance & Recreation and Parks Committee

*City Administrator Kay Love
Mayor Jere Wood
Council Member Rich Dippolito
Council Member Lori Henry
Council Member Kent Igleheart
Council Member Jerry Orlans
Council Member Becky Wynn*

Tuesday, October 6, 2009

5:00 PM

Room 220

Meeting was called to order at 5:04 p.m.

CALL TO ORDER/ROLL CALL

Present: 5 - Mayor Jere Wood; Council Member Lori Henry; Council Member Jerry Orlans; Council Member Kent Igleheart and Council Member Becky Wynn
Absent: 1 - Council Member Rich Dippolito

Staff Present: Kay Love – City Administrator; Michael Fischer – Deputy City Administrator; Julia Luke – Finance Director; Joe Glover – Director of Recreation and Parks; Police Chief Ed Williams; Fire Chief Ricky Spencer; Bob Hulse – Assistant City Attorney; Danny Blitch – Grants Manager; Julie Brechbill – Community Relations Manager; Mike Erwin – Strategic Planning and Budgeting; Morgan Timmis - Historic & Cultural Affairs Manager; and Marlee Press, Executive Assistant to Council

Minutes of the September 15, 2009 committee meeting were approved.

Administration

1. Service Delivery Strategy (SDS) extension request

- *The deadline for completion of the Fulton County SDS is October 31, 2009. The cities and Fulton County are not in agreement on all services at this point. The outstanding issues are water, wastewater, elections, and roads. There have been two meetings facilitated by ARC to continue the dialogue but we are at an impasse. A request for a 120 day extension will allow the dialogue and voluntary mediation to continue while the issues are finalized. If an extension is not agreed upon by all cities and granted by DCA, we will be ineligible for any State funding or permits until such time as the SDS is agreed upon.*
- *ARC is assisting in the selection of a mediator. Roswell submitted three names. The other cities submitted some of the same names. Judge Norman Fletcher has received consensus support from the cities as the mediator.*
- *Bob Hulse said in order to try to maintain the benefits that we have now, it is better to get the extension in conjunction with the mediation.*
- *Kay Love said staff would like to bring the approval to request an extension to the October 12th Zoning meeting. She would also like feedback from Council if there is any opposition to Norman Fletcher as the mediator.*

A motion was made by Council Member Kent Igleheart, seconded by Council Member Becky Wynn, that Judge Norman Fletcher be approved as the mediator and that the city request a 120 day extension for the Service Delivery Strategy and that these 2 items be placed on the Mayor and City Council Zoning agenda for 10/12/2009. The motion carried by the following vote:

In Favor: 5 - Mayor Wood; Council Member Henry; Council Member Orlans; Council Member Igleheart and Council Member Wynn

2. Revised City of Roswell Strategic Communications Plan

- *The communications plan was approved in August 2007 and serves as a road map to achieve the communication goals of the City of Roswell. The plan has been revised/updated for the next few years. Most of the changes to the plan deal with the new technology.*
- *Councilwoman Henry requested clarification of the policy of what sporting events are allowed to be broadcasted on RCTV. Julie Brechbill said any public school funded with public tax dollars can have their games broadcasted on RCTV if they submit a high quality recording that meets RCTV's criteria. Councilwoman Henry requested that staff get that information out to the public.*

A motion was made by Council Member Becky Wynn, seconded by Council Member Kent Igleheart, that the revised City of Roswell Strategic Communications Plan be approved for the Regular Agenda and placed on the Mayor and City Council agenda for 10/19/2009. The motion carried by the following vote:

In Favor: 5 - Mayor Wood; Council Member Henry; Council Member Orlans; Council Member Igleheart and Council Member Wynn

3. Possibility of changing the date of the Administration and Finance and Recreation and Parks Committee and Public Safety and Public Works Committee meetings from Tuesday, November 3rd to Wednesday, November 4 or another date of Mayor and Council preference

- *November 3, 2009 is Election Day and the Committee meeting is that same day at 5:00 p.m. which could pose schedule conflicts for some Committee members.*

A motion was made by Council Member Becky Wynn, seconded by Council Member Kent Igleheart, that the date of the committee meetings for November be changed to Thursday, November 12th at 5:00 p.m. The motion carried by the following vote:

In Favor: 5 - Mayor Wood; Council Member Henry; Council Member Orlans; Council Member Igleheart and Council Member Wynn

*****Subsequent to this committee meeting, it was discovered that there is a conflict with the November 12th date. A new date was set for Monday, November 9th at 5:30 p.m.*****

4. Status Report of American Recovery and Reinvestment Act of 2009 Stimulus Funding

- *Staff will be applying for the LEAP (Local Energy Assurance Planning) grant.*
- *Staff is still waiting for the grant agreement from Fulton County on the NSP (Neighborhood Stabilization Program).*
- *Staff has received the Justice Assistance Grant Award Agreement. The signed Memorandum of Understanding (MOU) that the city submitted with the application is the one that will be used. This is moving forward. This is administered by the Atlanta PD.*
- *Staff has received the grant agreement from Fulton County for the CDBG Recovery grant. This will go to the Community Development and Transportation Committee meeting this month and then go to M&CC for final approval in November.*
- *Danny Blich will continue keeping the committee updated monthly on different grant possibilities.*
- *Mayor asked about the availability on grants from the recent storm damage. Kay Love said that staff is beginning the FEMA documentation process.*

5. FY10 Monthly Budget Status Report

- *This is the second month of the fiscal year and the city is currently meeting expectations both for revenue and expenditures.*
- *The City is getting the sales tax a little bit slower than in the past but staff will stay on top of it and continue questioning Fulton County. Roswell still has not received a certified digest from 2008. Staff will provide Council with information as it comes in.*

Finance

6. Award the Banking Service Contract to BB&T (Better Banking & Trust)

- A RFQ was issued and six responses were received. Three banks were selected to present oral presentations to the evaluation committee. The three banks were Wachovia, Bank of North Georgia, and BB&T. It was narrowed down to Bank of North Georgia and BB&T and the evaluation committee then looked at the cost figures that came in and did some evaluation based on some significant figures to look at to make sure the bank was healthy.
- BB&T is the most responsive responsible proposer to perform the duties for banking services for the City of Roswell per the evaluation. The evaluation committee also looked at what their community service was, what they were going to provide to city employees and looked at a uniform bank performance report and their collective figures.
- Kay Love said the RFQ did not ask the banks what their financial contributions were to organizations. Since Bank of North Georgia had volunteered that information, Councilman Orlans requested that this item be deferred until the November committee meeting so that staff can get that financial contribution information from BB&T.
- Bank of North Georgia also supplied the number for the total amount on holding funds. Staff was requested to get that information from BB&T.
- Staff will also get information to Mayor and Council regarding the degree and types of services that the city requires from the technology standpoint.

Committee approved deferring the award of the Banking Service Contract to the November committee meeting so the additional information discussed can be supplied to Mayor and Council. Staff will also get the number from BB&T on holding funds.

In Favor: 5 - Mayor Wood; Council Member Henry; Council Member Orlans; Council Member Igleheart and Council Member Wynn

7. Investment Report

- Our portfolio is higher than it was the previous year. Staff is finding the funds to get that money invested. The rate is down but the city is still ahead of the treasuries.
- Staff is constantly watching when the investments are being called and trying to get them back out there at the best rate.

Recreation and Parks

8. Accept the Preserve America Community Landmark Heritage Tourism Grant Award in the amount of \$4,500 and a Budget Amendment in the amount of \$9,000

- *The Preserve America Community Landmark Heritage Tourism Grant Award is in the amount of \$4,500 with City of Roswell grant contingency matching funds of \$4,500 for a total project budget of \$9,000.*
- *The grant agreement is between the Georgia Department of Natural Resources and the City of Roswell. The grant is to be used to design, fabricate and install new signage for the Southern Trilogy sites (Historic Homes) incorporating the new branding. This is a continuation of the previous Preserve America grant program to further implement the marketing recommendations made for the Historic properties. The design will also include the location of the sign.*

A motion was made by Council Member Lori Henry, seconded by Council Member Jerry Orlans, that the acceptance of the grant in the amount of \$4,500 and a Budget Amendment in the amount of \$9,000 be approved for the Regular Agenda and placed on the Mayor and City Council agenda for 10/19/2009. The motion carried by the following vote:

In Favor: 5 - Mayor Wood; Council Member Henry; Council Member Orlans; Council Member Igleheart and Council Member Wynn

After this item, it went to Public Works.

Meeting adjourned at 5:54 p.m.