



# City of Roswell

38 Hill Street  
Roswell, Georgia 30075

## Meeting Minutes Administration and Finance & Recreation and Parks Committee

*Mayor Jere Wood*  
*Council Member Nancy Diamond*  
*Council Member Rich Dippolito*  
*Council Member Kent Igleheart*  
*Council Member Jerry Orlans*  
*Council Member Betty Price*  
*Council Member Becky Wynn*  
*City Administrator Kay Love*

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Tuesday, August 9, 2011

5:00 PM

Room 220

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### CALL TO ORDER/ROLL CALL

**Present:** 7 - Mayor Jere Wood; Council Member Nancy Diamond; Council Member Rich Dippolito; Council Member Jerry Orlans; Council Member Kent Igleheart; Council Member Betty Price and Council Member Becky Wynn

### Approval of the July 12, 2011 Committee Meeting Minutes

A motion was made by Council Member Wynn, seconded by Council Member Orlans to approve the Minutes from the 7/12/2011 Administration, Finance, Recreation and Parks Committee Meeting. The motion carried by the following vote:

**In Favor:** 7 - Mayor Wood; Council Member Diamond; Council Member Dippolito; Council Member Orlans; Council Member Igleheart; Council Member Price and Council Member Wynn

### ACTION ITEMS

#### Administration

1. Consideration to award a contract for design services for the City of Roswell Logo/Tagline

A motion was made by Council Member Igleheart, seconded by Council Member Wynn to place this contract on the 8/22/2011 Mayor and Council agenda. The motion carried by the following vote:

**In Favor:** 7 - Mayor Wood; Council Member Diamond; Council Member Dippolito; Council Member Orlans; Council Member Igleheart; Council Member Price and Council Member Wynn

2. Discussion of Public Participation Guidelines in conjunction with video-taping Mayor and Council meetings - Guidance

**A motion was made by Council Member Orlans, seconded by Mayor Wood to approve the proposed time limit of four (4) minutes per speaker. This item will be placed on the Administration and Finance & Recreation and Parks Committee agenda for 9/13/2011 for further review and consideration including, but not limited to exemptions such as appeals, zoning hearings, and other semi-judicial proceedings. The motion carried by the following vote:**

**In Favor:** 6 - Mayor Wood; Council Member Diamond; Council Member Dippolito; Council Member Orlans; Council Member Price and Council Member Wynn

**Opposed:** 1 - Council Member Igleheart

3. Discussion of video-taping Mayor and Council meetings for playback on RCTV and the website - Guidance

**A motion was made by Mayor Wood, seconded by Council Member Orlans for staff to move forward with the competitive bidding process to purchase the video-taping equipment. The motion carried by the following vote:**

**In Favor:** 7 - Mayor Wood; Council Member Diamond; Council Member Dippolito; Council Member Orlans; Council Member Igleheart; Council Member Price and Council Member Wynn

4. Discussion of Surplus Computers for Employee Purchase Program/Donation Program - Guidance

**On motion by Councilmember Wynn, seconded by Mayor Wood approval, in accordance with the Employee Purchase Program/Donation Program, to offer the 40 surplus computers to employees at a cost of \$15 and non-profit organizations.**

**In Favor:** 6 - Mayor Wood; Council Member Diamond; Council Member Dippolito; Council Member Igleheart; Council Member Price and Council Member Wynn

5. Consideration of an Amendment to the City of Roswell Human Resources Policies and Procedures Manual, Chapter 3, Section 3.7, Entitled "Employment of Relatives"

**A motion was made by Council Member Diamond, seconded by Council Member Wynn to place this Amendment on the Mayor and City Council agenda for 8/22/2011. The motion carried by the following vote:**

**In Favor:** 6 - Mayor Wood; Council Member Diamond; Council Member Dippolito; Council Member Igleheart; Council Member Price and Council Member Wynn

6. Discussion of a Resolution supporting the continuation of population based distribution of Local Option Sales Tax (LOST) - Guidance

**A motion was made by Council Member Diamond, seconded by Council Member Wynn to place this Resolution on the Mayor and City Council agenda for 8/22/2011. The motion carried by the following vote:**

**In Favor:** 6 - Mayor Wood; Council Member Diamond; Council Member Dippolito; Council Member Igleheart; Council Member Price and Council Member Wynn

7. Discussion of a partnership between Better World Books and the City of Roswell - Guidance

**This item was deferred to the Administration and Finance & Recreation and Parks Committee on 9/13/2011. Staff will review and provide additional detail and information relative to a proposed list of locations, determination of a number of sites, and financial format.**

8. FY2011 Monthly Budget Status Report

**Deputy City Administrator Michael Fischer provided the FY2011 Monthly Budget Status Report for June 2011.**

### **Finance**

9. Consideration of amendment to the City of Roswell Investment Policy

**A motion was made by Council Member Wynn, seconded by Council Member Diamond to place this amendment on the Mayor and City Council agenda for 8/22/2011. The motion carried by the following vote:**

**In Favor:** 5 - Council Member Diamond; Council Member Dippolito; Council Member Igleheart; Council Member Price and Council Member Wynn

10. July 2011 Investment Report

**Finance Director Julia Luke provided the July 2011 Investment Report.**

### **Recreation and Parks**

11. Consideration of the 2011-2016 Comprehensive System-Wide Recreation Master Plan

**The proposed Master Plan will be further reviewed and discussed during a joint Mayor, City Council, and Recreation Commission Work Session.**

**Community Development**

12. Consideration of transfer of Community Development Block Grant (CDBG) funding from the Arts Village Project to the Adult Recreation Center Expansion Project

**A motion was made by Council Member Diamond, seconded by Council Member Wynn to place the transfer of CDBG funding on the Mayor and City Council agenda for 8/22/2011. The motion carried by the following vote:**

**In Favor:** 5 - Council Member Diamond; Council Member Dippolito; Council Member Igleheart; Council Member Price and Council Member Wynn