



City of Roswell

38 Hill Street
Roswell, Georgia 30075

Meeting Minutes Mayor and City Council

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

Monday, October 22, 2012

7:00 PM

City Hall

WELCOME

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

Pledge of Allegiance - Jessica Allen, Young Marine Corporal with the General Raymond G. Davis Metro Atlanta Young Marines

Jessica Allen said she was here on behalf of Red Ribbon Week in honor of Enrique "KiKi" Camarena, a young man who grew up very poor in California and wanted to become educated. He went to college and became a firefighter and police investigator but wanted to do more, so he joined the DEA. He was assigned to Mexico to work on a large drug cartel case and was kidnapped one day by the cartel, then tortured and killed. He was found a month later in a shallow grave. Later people from where he was born heard about him and they started Kiki clubs all around the United States and the last week in October was declared National Red Ribbon Week in his honor. Mayor Wood thanked Jessica for bringing this to everyone's attention in celebrating Red Ribbon Week.

Mayor Wood recognized Vincent Serrer, a Boy Scout, who was attending the meeting and invited him to come forward and introduce himself. Vincent said he was with Troop #7153 in Johns Creek although he lives in Roswell and was attending the meeting to complete a merit badge. Mayor Wood thanked him for coming and encouraged him to continue with the Scouts.

Staff Present: City Administrator Kay Love; Deputy City Administrator Michael Fischer; City Attorney David Davidson; Police Chief Dwayne Orrick; Community Development Director Alice Wakefield; Environmental/Public Works Director Stu Moring; Environmental/Public Works Deputy Director Mark Wolff; Finance Director Keith Lee; Human Resources Director Dan Roach; Transportation Director Steve Acenbrak; Grants Manager Danny Blich; Grants Specialist Charles Alford; Historic and Cultural Affairs Manager Morgan Timmis; Community Relations Manager Julie Brechbill; Park Services Administrator Jeff Pruitt; Building Operations Technician Timothy Thompson; RCTV Producer/Director Amy Kargus; Deputy City Clerk Betsy Branch.

CONSENT AGENDA

1. **Approval of September 24, 2012 Mayor and Council Meeting minutes (detailed minutes to replace Council Brief adopted on October 8, 2012); Approval of October 8, 2012 Mayor and Council Brief.**
Administration
Approved
2. **Approval of the 2013 Calendar of Mayor and Council and Committee Meetings.**
Administration
Approved
3. **Approval of \$10,000 from the Special Events budget to be earmarked for the Chattahoochee Nature Center (CNC) events in FY13.**
Community Development
Approved
4. **Approval of a Resolution to accept a FY 2012 Bulletproof Vest Grant Award from the U.S. Department of Justice in the amount of \$3,000 and approval of Budget Amendment 22132230-10-22-12 to establish the total budget for this project in the amount of \$6,000.**
Public Safety
Approved
Enactment No: R2012-10-51
5. **Approval of a Resolution to accept a Grant from Target Corporation in the amount of \$3,000 and approval of Budget Amendment 22232101-10-22-12 in the amount of \$3,000.**
Public Safety
Approved
Enactment No: R2012-10-52

Approval of the Consent Agenda

A motion was made by Council Member Orlans, seconded by Council Member Igleheart, to Approve the Consent Agenda. The motion carried by the following vote:

In Favor: 6

REGULAR AGENDA

Mayor's Report

1. **Reading of a Proclamation for National Red Ribbon Week.**

Mayor Wood read the proclamation stating, "Whereas, communities across America have been plagued by the numerous problems associated with illicit drug use and there is hope in winning the war on drugs and hope lies in education and drug demand reduction, coupled with the hard work and determination of organizations such as the Young Marine of the Marine Corps League to foster a healthy, drug-free lifestyle. Whereas, governments and community leaders know that citizen support is one of the most effective tools in the effort to reduce the use of illicit drugs in our communities and the red ribbon has been chosen as a symbol commemorating the work of Enriqu   "Kiki" Camarena, a Drug Enforcement Administration agent who was murdered in the line of duty, and represents the belief that one person can make a difference. The Red Ribbon Campaign was established by Congress in 1988 to encourage a drug-free lifestyle and involvement in drug prevention and reduction efforts, and October 23rd through October 31st has been designated National Red Ribbon Week, which encourages Americans to wear a red ribbon to show their support for a drug-free environment.

Mayor Wood proclaimed this week as National Red Ribbon Week in Roswell and urged all of the citizens to join in this special observance and to show their support by wearing a red ribbon.

Recognized

2. **Reading of a Proclamation for America Recycles Day.**

Mayor Wood read the proclamation stating, Whereas the recycling market infrastructure in Georgia makes it one of the most prominent recycling states in the nation; viable markets exist in the state for paper, aluminum and steel, plastics, glass, tires, organics and electronics. Recycling creates jobs and has a positive economic impact on communities throughout Georgia and Georgia is the second largest pulp and paper producing state in the nation, accounting for over 10 billion dollars of annual product sales and one billion in annual payroll. The 15 mills in the state use recycled content materials for their production with nine of them relying exclusively on recycled materials for their production. Recycling saves energy, conserves water and other non-renewable natural resources, and reduces greenhouse gas emissions resulting in better air quality. A 2005 Waste Disposal Characterization Study, funded through the Solid Trust Fund, reported that Georgians annually discard over 2.6 million tons of commonly recyclable materials, including 1.9 million tons of recyclable paper producing millions of dollars' worth of raw material value to Georgia manufacturers. Sustainable recycling programs provide the raw materials that businesses need to grow and thrive and promote private sector investment in public programs. The City of Roswell is pleased to announce that the Roswell Recycling Center will hold a Facebook Question of the Day contest as well as a Question of the Day contest at the Recycling Center; partner with the City of Milton on Bulky Trash Amnesty Day, November 10; Shred Fest on November 17; and have a Customer Appreciation Event on November 24 as well as add latex paint recycling for Roswell residents. The Roswell Recycling Center was recently awarded the Georgia Recycling Coalition's Spirit of Green Award for Outstanding Government Program and the City of Roswell and Keep Roswell Beautiful encourage all citizens to

complete a pledge form promising to recycle more at the Recycling Center and curbside at their homes.

Mayor Wood proclaimed November 15, 2012, as AMERICA RECYCLES DAY in Roswell and encouraged all of the citizens of Roswell to participate in various recycling efforts today and everyday throughout the year.

Recognized

3.

Presentation of the Georgia Recycling Coalition Spirit of Green Award to the Roswell Recycling Center.

Councilmember Igleheart invited members of the Georgia Recycling Coalition to come forward for the presentation of the award as well as Environmental/Public Works Director Stu Moring.

Mr. Moring said the City is proud to receive this award; he introduced Gloria Hardegree, the Executive Director of the Georgia Recycling Coalition.

Ms. Hardegree said it is a pleasure to present the 2012 Georgia Recycling Coalition Spirit of Green Award to the Roswell Recycling Center. This is an outstanding government and community program of the year; the award is given to the local program that exemplifies the comprehensive and sustainable practices in recycling and waste reduction. It has been known for many years that Roswell is at the top tier as a leader in the State's recycling. She said they appreciate the continued dedication of resources to this center serving the citizens of the City in protecting the environment and supporting the thousands of green jobs in the recycling industry in Georgia.

Mayor Wood said the City is honored to receive this award and asked for applause for all those responsible for making this possible. He requested that photos be taken with Councilmembers and City staff along with the representatives from the Coalition. He also invited former Mayor Mabry to join them for the photo and presentation.

Mr. Moring said his department and the City has a fantastic staff and this award is attributable to the citizens as well as to the efforts of Janet Lieberman, Environmental Programs Manager and her staff.

Presented

4.

Approval of the Vision Statement, Tagline and Core Values.

City Administrator Kay Love presented this item stating that over the last nine months or so the community had been working together on this project that began when the City embarked upon the Community Leadership Exchange program when the City visited Greenville, SC. She said they observed some of the things they were doing and learned what makes them a successful community in how they generated a positive change in their community. She said following that visit, they began meeting with a variety of stakeholder groups, the Mayor and Council, department heads and people out in the community to gather ideas about what Roswell is and what they would like it to be in the future and how to go about getting there. She said they received a lot of help along the way from the stakeholders, particularly in facilitating the meetings. She recognized Jim Vitale and Charlie Feehan who were both present at the meeting and said that along with many others, they had helped with the facilitation and at the September 26, 2012 Committee meeting, they previewed a revised vision statement, values and a tag line for the City. She said they are now sharing this with members of the community who may not have seen it before as

plans begin for the future of Roswell.

Ms. Love displayed a graphic on the overhead that she said outlined what the City has been working on over the last few years saying that the City has invested money in a variety of plans, studies and initiatives; some that are completed such as the strategic economic development plan. She said they had just left a work session regarding the unified development code project that will make things more streamlined. She said another is the GA-400 Holcomb Bridge Road corridor study where City money was leveraged with federal dollars and other projects have come out of that where City money was leveraged with GDOT. There is a consideration for other projects in the current budget as well as others on the upcoming Bond Referendum. The Transportation Master Plan was adopted a number of years ago and is currently being revitalized along with a number of other things such as the Cultural Arts Strategic Plan. She said other items were shown on the presentation on the overhead.

Ms. Love said there has been discussion about a strategic framework and how to build that starting with the values and the shared vision, the mission, the business that the City is in and how to make the vision happen and the branding and marketing and positioning of the City. One of the biggest things done in that arena was to enter into a partnership with the Roswell Business Alliance (RBA) whereby they are assisting with the City's branding and marketing and most recently taking on the economic development partnership with the City. These are the elements that need to be in place for the City to move forward.

Ms. Love said that the City has had a number of values that many members of the community may not know what they were because they didn't know they actually were values or that they meant anything. One of the things that came out of this initiative is: what our City stands for, what are the things the City believes in, and what are the things that are important to the City that this framework will be built on. She said those values are Respect, Flexibility, Inclusion, Communication, Trust, Courage and Innovation. She said that the management team made up of the department heads, the City Administrator and the Deputy City Administrator had attended a day and a half mini retreat in town with a facilitator looking at when the City reaches out into the community in the delivery of services and executing the plans that are put in place, how the City can build upon that and be more broad reaching and a community effort.

She said they also talked about the vision; the vision is the desired future state of where it is hoped the community is going to be, and using that guidance for the projects that are pursued and strategic in the way that is done. One of the lessons learned from Greenville is that there is never enough money to do all the things that are wanted and that has been known for a very long time. To move forward in the best way, our resources must be better placed strategically so they are leveraged. The most important things are done in the community. She said they looked at a lot of other city vision statements and then they looked at Roswell's existing vision. She said at one point a vision statement was created that she referred to on the overhead slide: "Roswell is a family-oriented, safe and inviting community that embraces the natural environment and the arts, celebrates its historic treasures, and supports a thriving business environment." There was some general consensus around it, however it was discussed more in depth about what that actually meant and that it wasn't more future stated; it needed to be energetic and draw people in. It should not require a lot of explanation. People should immediately understand it and be able to remember it. She said they asked if family oriented actually meant including all the interests that the City is trying to attract from young adults, singles, seniors and so forth. Discussion began around that and they looked at the words that were coming

up in the conversations. She referred to a banner on the back wall of the room and said the bigger the words, the more that word appeared in the feedback that was received from the stakeholder groups and the community in general; the words river, community, entrepreneurial, connecting, and the word Roswell were heard a lot. She said born out of that was a new vision statement: "To be the premier riverside community connecting strong neighborhoods and the entrepreneurial spirit." She said they felt that captured all the research they had done along with the feedback and gave the top reasons businesses and residents want to be a part of the Roswell community. There was a lot of discussion related to the words, river and riverside and at one of their facilitation meetings, they talked about what that really meant to Roswell, Roswell being one of the few cities in the region with a broad and diverse river access which is the reason the town was created. She said it is also a precious resource and Roswell is very environmentally conscience of that and why there is a water wheel in the City logo. She talked about the City's mill area and said that the City has spent over \$17 million in the last twelve years on river amenities, developing parks, or acquiring park land. She said a commitment has been made to these projects along the river and that being an area of focus that is a vital differentiation that makes this City unique in many ways. It speaks to our history and to recreation whether on the river or beside the river. She said this mission statement is more internal focused and speaks to what the City is responsible to do. She said there was a lot of discussion about the strategic framework related to how to make this happen and they talked about a group called Greenfield Forward that created categories and strategies to come up with strategic initiatives to execute and deploy the shared vision in the plans for their city.

Ms. Love said there were two different City groups working simultaneously talking about the strategies and projects that would come out of this shared vision. All of this information was reviewed and they derived at six categories, Cultural Arts and History, Lifelong Learning and Education, Travel and Tourism, Business and Economic Development, Recreation and Entertainment, and Support Services and Infrastructure. Time was taken to think about the actions that would be required to support each of those categories and who might need to be involved and where the City might go with it. She said she would not discuss all of the actions for each of these categories but they were listed on the screen. She said this is not all inclusive and there are many other aspects that will continue moving through this process as the Mayor and Council determine the plan of action. She said the City of Roswell will play a critical role in Support Services and one of the biggest messages to come out of this is that this is not what the City is going to do, but it facilitates and enables the community to move the City forward with a shared vision. Ms. Love invited Steve Stroud to come forward to discuss the partnership from a branding and marketing standpoint.

Mr. Steve Stroud, Executive Director of the Roswell Business Alliance, thanked Charlie Feehan and Jim Vitale, the co-chairs of the marketing branding committee and said they are committed business people located in Roswell that have spent endless hours over the last ten months since the creation of the RBA on this effort that kicked off in January. He said this dates back to 2010 when Councilmember Diamond put together a committee of business people and community citizens with the objective of trying to market Roswell and create an image for the City and how business is done in Roswell.

Mr. Stroud said 220 citizens and individual business people have been involved in this process to define a Branding position for who Roswell is, a Positioning Statement that tells what the City is about and a Tagline and marketing communication planning, not only for the citizens of Roswell but for the other communities around us. We must understand ourselves and do a Brand Audit which was part of the process to

understand the target markets, perhaps marketing from a business side to industrial. He said we must ask who the City is looking for; who we are and what are we about. The basic connections must be found within the community and to put those collaborations together to work for the business community and the residents. We need to know how that is communicated and marketed and positioned. We must know how to occupy a distinctive and valued place and promise an experience. He said the challenge was getting the citizens and business community talking. Economic development plays a big key role and Travel and Tourism are the pieces that make up this community and are what Roswell is. In brand positioning, making those connections come together between Business/Economic Development, Residents/Community, and Tourism/Destination was so important. The people, the heart and soul of Roswell is what make these three. He said they talked about how important the river is, which is what brought Roswell King and the other people here in 1854. He said this City has been open for business since 1854 and that is our tagline. The brand positioning is very important and that needs to be looked at. The vision of Roswell is who we are, what we are about, what we stand for, what are our key assets, and why do we have those assets and how do we build on those assets. He said the brand positioning, the core descriptions of Roswell makes it very clear that Roswell is very family friendly and has a strong sense of community. He said people come here and look at Roswell and they want to be here not only to eat on Canton Street but because of the recreation and the schools and they relocate here. He said thanks to the vision of this Mayor and Council, he is proud to say that three companies relocated here with sixty (60) new jobs in the last thirty days. He said another relocation from San Diego will be taking place in December and another from Sandy Springs; there are twenty (20) new jobs at the mill thanks to the people at "Human Spark" who saw the vision and saw what Roswell was about. They saw what we are all about, the value, the vision, and where we were moving. He said there is also a regional headquarters moving from Jacksonville that will be located as of this week into the Mansell Overlook area with forty (40) new jobs. What is happening in Roswell is exciting and they are coming because Roswell has a vision. Obviously, the City's brand and positioning is going to be key and important. He said the committee had done research with benchmarks and The Benchmark Report - Resident Survey in January 2011 had an entire database where several hundred comp cities were used for the data and Roswell was rated considerably above in public trust, city services and safety. The only exception was traffic and it is a known issue that some traffic goes through Roswell and they don't stay and that is one of the biggest issues for the City and they continue to work on that. The branding position Benchmark Report - Resident Survey said Roswell has the most favorable ratings in quality of life, community and safety and the reason for living in Roswell is location, location, location because of the neighborhoods, the schools and the parks. In March 2012, a survey was done of all 5,200 businesses in Roswell that had 102 responses that showed 64% of them live in Roswell which is a great statistic; 63% of those said the top reason they chose to be in Roswell is location. In that survey, the top two scores were rental rates and tax environment. Also on the list for location included access to highway, commute time, economic incentives; those are the reasons that the businesses responded back. He said after gathering all of these statistics, they realized the most important attributes, key motivators and common value is that Roswell has soul. From looking at these three groups, Business/Economic Development, Residents/Community and Tourism/Destination, we see that the business drives the residents and the residents drive the business. Tourism is not just people who come and spend the night but also for example, those who come to Alive After Five from Gwinnett, DeKalb and Fayette County that hears about us and come for the day trips and spends money. Daily tourism where people spend money is what Roswell is about. He pointed out that Ms. Love had mentioned the words Roswell, Connecting, Creating River, Entrepreneurial, and said that's what Roswell is about; those words kept coming up over and over throughout the process.

Mr. Stroud read the Brand Positioning Statement: "Roswell understands and delivers the services I need with the values I want; I can have it all in Roswell; I can live, work and play in Roswell; It's all here in Roswell; Where people, business and culture thrive; Where people, business and culture connect; The perfect balance – provides exactly what I want." He said that is the key for what is going on with the City. It can all be found in Roswell, it just needs to be promoted and shown that it is here and why it is here. He said there is going to be a perfect balance between the citizens and the people who do business.

Mr. Stroud said the City's theme is, "Roswell, Right in the heart of what matters." We are in the heart at the intersection of Alpharetta Highway and Holcomb Bridge Road where 90,000 cars pass each day. Roswell is also in the heart and soul of where people want to relocate and want to live. He said there has to be a vision and when they were talking with the people in San Diego, Detroit, Chicago and Sandy Springs about relocating, they commonly said they wanted to come for the quality of life and to be a part of what Roswell is about and the City must continue to build on that vision. He said Greenville is a great example and encouraged the City to make another trip because it bonded so many people in the community. This vision is not for today but for our grandchildren as we continue to work on a vision for life and that's how to continue success. He hopes the City will continue this vision and this process.

Mayor Wood said they would be getting Council's response and a vote on whether to adopt this vision statement. The meeting was opened for public comment.

Public Comment:

Janet Russell, 260 Willow Springs Drive, commented that she liked the vision statement; it is a good idea to connect people, culture, art, tourism and business but pointed out there was no mention of public transportation and asked if that would be specified better later on.

Mayor Wood replied that the North Fulton Mayors are asking for assistance from the Atlanta Regional Commission (ARC) to get better bus service in North Fulton. The Mayors of Fulton and DeKalb are encouraging the development of a regional transit authority. At the last meeting of the North Fulton Municipal Association, they requested a proposal be taken to the ARC to do a study for bus routes in North Fulton on how they might be adjusted to better serve North Fulton County.

Ms. Russell commented that the City of Roswell should not be concerned about DeKalb County and what they decide to do with public transport. She said she has brought up ideas to connect the City and its communities of all ages but they seem to fall on deaf ears.

Joe Pointek, 2785 Roxburgh Drive in Willow Springs commented that he has been slightly involved in this and had seen a lot of work go into it and believes they came up with a good value proposition with key activities, partners and resources. He said they must now determine the right channel to get this message to the rest of the area so they will bring their businesses to Roswell.

There was no further public comment.

Councilmember Diamond recognized and expressed appreciation to everyone who had worked on this project and specifically thanked Jim Vitale and Charlie Feehan. She said the Greenville trip came at the perfect time to get this project moving.

Motion: Councilmember Diamond moved for Approval of the Vision Statement, Tagline and Core Values. Councilmember Wynn seconded.

Council Comment:

Councilmember Price asked if it is too late for modifications. Mayor Wood said there is always room for improvement and modification but he would like to move forward tonight.

Amendment to the Motion: Councilmember Price amended the motion to add the word "excellence" to the core values in that the City strives to be the very best and it would be good to have that reflected here.

Further Council Comment:

Councilmember Dippolito commended Councilmember Diamond for all her work on this project and said it could not have happened without her. He said many people were involved in this but that takes leadership and that is what Councilmember Diamond provided to the process which is much appreciated.

Councilmember Wynn thanked Jim Vitale and said what she liked about him was that he was not a consultant, he was a facilitator. He allowed the community, the stakeholders, and the people who have the passion for Roswell make this. She also thanked Charlie Freehan and all of the people on the committee who dedicated their time in doing this for the City.

Councilmember Igleheart thanked everyone for all the hours and great input in moving this forward. He said they may have quibbled on some of the wording but everyone is on board going in the same direction and the City can now move forward.

Councilmember Orlans thanked Jim Vitale for doing this without any consulting fees. He thanked Charlie Freehan for always being helpful through his business with many of the events going on in the City and for jumping in to help with this. He thanked everyone else at the meeting as well as all of those not present, who had partaken in this project. He said this has been a great process and he was looking forward to more of this involvement from the citizens going forward on others things that the City is doing.

Mayor Wood thanked all 220 people who were counted and all those who were not counted. He said he and David Davidson had discussed this and estimated if they had contracted it out, the cost would likely have been \$100,000 and they would not have been nearly as happy with it because it was not grown organically from the people who really understand Roswell. Mayor Wood said this was a job well done. He thanked Councilmember Diamond, Jim Vitale, Charlie Feehan, all Councilmembers, and everyone else who had participated in this.

A motion was made by Council Member Diamond, seconded by Council Member Wynn, that this Item be Approved. Councilmember Price amended the motion to add the value of excellence. The motion carried by the following vote:

In Favor: 6

Environmental / Public Works Department - Councilmember Kent Igleheart

- 5. Approval of the Water Treatment Plant Conceptual Plan;
Approval to issue an RFP for design engineering services;**

and Approval to submit a GEFA loan application in an amount not to exceed \$16.2M.

Presented by Stuart Moring, Director of Public Works/Environmental

Environmental/Public Works Director Stu Moring presented this item and said he would summarize the results of ten months of discussion and study collaboration between the Recreation and Parks Department, the Recreation Commission, and a considerable amount of public input. He said in December 2011, the City was approved for a new water withdrawal permit on Big Creek by the Georgia EPD and the plans are to develop a 3.0 million gallon per day water treatment plant. One of the critical parts of this is a 10 million gallon raw water storage tank since there is not a reservoir onsite. This will also involve a new intake structure on the creek that will provide for more beneficial collection of the water. He referred to a slide on the overhead of Option 3T-B. He said a number of options were considered but the consensus of the Public Works/Public Safety Committee was for this particular plan. He displayed another overhead slide he described as 3T-A, the layout during construction; he pointed out the current water plant and the sediment lagoons. He said the lagoons would be closed. He pointed out the footprint of approximately where the plant would be built. He pointed out a storage yard that would be relocated and said that during the construction period, some of the parking area where the soccer fields are would be made unusable and that temporary parking would be provided in another location. The water tank would locate where the current maintenance building is for Waller Park Extension. The two existing buildings would be relocated into the current yard of the Recreation Department; additional grading is required there. He said ultimately there would be limited impact to the parking areas or the recreational fields which was a concern of the neighborhood and the community. He said that is the specifics of the layout.

Mr. Moring displayed a summary of the concept cost estimate and said the scheduled time line going forward would be shown later and hopefully a design consultant would be selected by the end of this year and the cost estimates would be refined. The three key line items shown are the intake and pump station, the storage tank and the water treatment plant that total \$15.3 million for the base project cost. The summary of impact costs and current estimate is about \$16.2 million. He said they are requesting to go forward to the Georgia Environmental Facilities Authority (GEFA) for loan money. He said they have been through a number of options and discussions; he referred to the time line for the remaining steps on the overhead slide. Referring to the geotechnical results of the report they have discussed the impact on other options; it basically says, for the selected option, this would be a suitable location with some grading and compaction required but there would not be excessive rock excavation or other serious potential.

He said with Council's approval, they expect to issue a request for proposal for design services later this week and following an appropriate time for review and presentations from those consultants, they plan to bring a recommendation back to Council in December and initiate design engineering in January of 2013. During that same period, they will be developing the loan application and will bring that forward. By the time, they bring forward the selection of the consultant to Council in December they expect to have the refined financial considerations that will be taken forward to GEFA. Mr. Moring noted that Keith Lee is available to provide more detail about that. He said that under this scenario, they would begin construction in the fall of 2013 that would satisfy the requirement to Georgia EPD to have beneficial use under the permit within two years of the December 2011 approval. Mr. Moring said that completed his summary.

Mayor Wood asked who would be paying for the design work and construction project.

Mr. Moring said it would all be paid from the water fund, a proprietary fund for which the only source of revenue are the citizens served by the Roswell water system, roughly 18-20% of the citizens. He said the service area is generally the City Hall and some to the west and entirely to the south of Holcomb Bridge and entirely to the west of GA-400. This would not be funded by tax dollars, strictly revenues from the water fund.

Mayor Wood asked if it is fair to say the reason the Roswell water plant has not expanded to serve all the citizens of Roswell is that they have not been able to obtain a water withdrawal permit to service all of the citizens.

Mr. Moring said that was absolutely correct. They applied 10-12 years ago for a permit to withdraw water from the Chattahoochee River that would allow the City to expand and satisfy the needs of the community, but that permit has not been approved.

Council Comment:

Councilmember Igleheart said there are three parts to this. He thinks they have worked out the issues with both the RFP for the design and the loan, but there has been a lot of concern over the actual design of the plant. There had been much discussion about the details and the location of things. They responded to a lot of public concern about the first plan of where to set things up and much of that had been worked out. He said there is a bluff where the existing plant is and where part of the new plant could be that overlooks what is not much now but could potentially be something and it has been his goal to try and save as much of that as possible. He said he would not support this as it currently is but he and Mr. Moring have talked for a long time about these things; this is a concept and they can still massage some of it.

Motion: Councilmember Igleheart said he would make a motion for Approval to issue an RFP for design engineering services; and Approval to submit a GEFA loan application in an amount not to exceed \$16.2M. He asked everyone to please listen carefully and said the Water Treatment Plant Conceptual Plan should be approved with the direction that they would do everything possible to maximize the open space to the west and south of the existing concept and hope they can make as much of that as possible as they have just talked about the City's vision. They tried through the whole process to save some of that and he believes it is something that could be a great long term benefit to the City and citizens and he hopes that can be what happens with the final plan.

Mayor Wood asked if the motion was clear enough to give the direction needed to move forward. Mr. Moring replied, "Yes, sir; we spoke earlier." Mr. Moring said it is his personal pledge to the Mayor that they will as a first step of the design development process, have a meeting and solicit objectives so that the designers have a very clear picture of all the factors that need to go into the design. He said obviously they want to have an efficient water treatment plant but there are some valuable properties there that need to be incorporated into the design from the beginning. He said he was hesitant to make an adjustment to the conceptual plan but is confident that in the design process, adjustments can be made that will facilitate the development.

Mayor Wood said then they would try to minimize the footprint. Mr. Moring replied, "Yes, sir. You have summarized it nicely."

Second to the Motion: Councilmember Dippolito.

Public Comment:

Lee Fleck, Martins Landing said he has a series of questions for Mr. Moring but first asked if there was a press release for the nature of the meeting tonight in the City's legal instrument.

Mayor Wood referred the question to City Administrator Kay Love and said it would be a yes or no answer and she would not need to explain it. Ms. Love replied, "Yes." Mr. Fleck said he had not seen anything in the Roswell Neighbor and asked if they had dropped the ball again. Mayor Wood asked Ms. Love to reply with a yes or no answer. Ms. Love replied that she did not know the answer to the question. Mr. Fleck commented it was not announced appropriately to the public.

Mr. Fleck asked if they felt they had vetted this issue with the customers to include phase two. He said Councilmember Wynn did a marvelous job increasing the permit to get the 3.0 million gallons which only meets the current capacity needs and discussions he heard on numerous occasions since some of the last meetings were that there is no growth or potential to expand. He said phase two allowed additional capacity. He said he has the original phase two, but he knew it was never breeched publically. He said phase two allowed the development of the Cobb County wells within five years after the plant was built and the cost of that was an additional \$4 million. He said this was all in the original master plan. He asked if that is a dead issue or how is it planned to increase capacity with the projected 3-4-5% growth that he heard would be done in this area. He asked about the ability to increase withdrawals or capacity to cover future growth or to build something just to handle what is needed now. He said he does not do business like that in real life.

Mayor Wood asked Mr. Moring to respond to Mr. Fleck's questions.

Mr. Moring said the current plan is based on a study of demands and does provide for growth of the demand in the service area over the next 20-25 years. As a part of the permit, the withdrawal is allowed to be a monthly average of 2.8 million gallons per day which is more than the current demand even on the heaviest day and also allows for a peak day demand of 4.5 million gallons per day. He said they fully believe that will satisfy the demands over the planning horizon.

Janet Russell, 260 Willow Springs Drive, said she is one of the residents affected by this water treatment plant. She noted that Mr. Moring had said this process started about 10 months ago but it actually began about five years ago and at that time, the project cost was \$8 million. She said at one of the informational design meetings, she asked Ms. Love why it had gone to \$16 million and Ms. Love's reply was, "we have added a few things." Ms. Russell said those few things are \$8 million and they should not be paying for things they don't need. She said all of this is based on the idea that a water treatment plant is needed, unlike back when Roswell was a rural city surrounded by farm land and every City provided their own water with water storage tanks, etc. Ms. Russell said she is very familiar with water; how to save it and use it, where it comes from and where it goes having grown up in in the bay area where her father worked for the East Bay Municipal District. She said she saw the request for proposal for the design in the Roswell Neighbor, and liked it. She commented that she believed most of the Council had made their decision before coming to the meeting.

She provided the following statistics: Sandy Springs - population 94,000 receive their water from the City of Atlanta; Alpharetta - population 58,000 receive their water from

Fulton County; Milton - population 32,661 receive their water from Fulton County; Johns Creek - population 76,728 receive their water from Fulton County. The City of Roswell with a population of 92,000 has 27,000 addresses that receive water and 22,000 receive it from Fulton County and 5,000 from the City of Roswell. She said this totals approximately 341,000 people in North Fulton who get their water from Fulton County and only 20,000 living in the central corridor who continue to get their water from the City of Roswell. She said that the City of Roswell's water cost more per thousand gallons. In May, she found out that there was \$1,200,000 in the water fund reserve. She questioned why that much money is in the reserve fund when the requirement is only \$600,000, so the City has been overcharging for water. The City is not in business to make money; it is in business to provide service which is one of the vision statements. Two of the City's core values are flexibility and trust and the trust was broken when the City privatized the garbage collection and said the cost would not increase but her garbage bill as doubled. She said the City's water people are great, she is not complaining about the service. The City undervalues their employees; 80% of the employees of the City of Roswell can't afford to live here because they aren't paid enough wages. She said the City is going to spend \$16 million for 20% of the population to provide what Fulton County is already providing to 350,000 people.

She expressed that the collective ego of the City had gotten in the way of common sense. She asked staff and Council who provides their water. Councilmember Orlans replied Fulton County. Councilmember Igleheart responded City of Roswell. Ms. Love replied Fulton County. Mayor Wood replied he has a well and then said to Ms. Russell that it was time to wrap up her statements. Mr. Davidson replied Fulton County. Councilmember Dippolito replied Fulton County. Councilmember Diamond replied Fulton County. Ms. Russell said they represent the City of Roswell and only one out of nine of them receive their water from Fulton County and yet the City is willing to spend \$16 million and are asking the people that are receiving that water to pay for it.

Mayor Wood asked Ms. Russell again to wrap up her statement. Ms. Russell continued and said she had asked many times how much this increase will cost the individual customer and she had been told \$1.00 a month increase which is \$12 a year times 5,700 which is \$62,000.

Mayor Wood said to Ms. Russell that her time was up and asked her to be seated. Ms. Russell continued speaking and Mayor Wood asked her to be escorted from the room.

Vivian Benson came forward and began speaking. Mayor Wood said she had not been recognized and he would call on her next. Ms. Benson and Ms. Russell were together at the podium and both were speaking. Mayor Wood again asked Ms. Russell to be seated. Ms. Benson said she would like for Ms. Russell to speak on her behalf.

Mayor Wood said there is no provision to allow someone to speak for someone else. Ms. Russell continued to speak and Mayor Wood asked her again to be seated or to be escorted out of the chambers. Mayor Wood then asked if there was anyone else who wished to speak and reminded the public of the process that Council passed by resolution allowing each citizen five minutes to speak and then explained the use of the green, yellow and red lights to alert speakers of their remaining time. He then recognized Ms. Benson.

Vivian Benson, 209 Prospect Street, Roswell, Georgia stated she was appalled that Janet Russell was not allowed to speak for her. She said she is not as informed as

Ms. Russell but she would like to know about the money. She said she has lived here almost forty years and this is of real interest to her. She commented again that she would like Ms. Russell to speak for her.

Mayor Wood said that Mr. Moring could respond to her question about the cost.

Stu Moring said he wanted to clarify a point from a statement that had been made that the water plant plan was going to be about \$8 million and now the cost is \$16 million. He said the water plant construction is \$9 million and the remainder is for the intake, the storage tank, and then the impact figures for modifications required to the recreational parks yard and changes to the water resources yard. He said comparing the \$8 million to the \$16 million is misleading.

There were no further comments.

Vote: The motion passed unanimously.

Mayor Wood said if he were voting he would vote in support of this because he believes although Fulton County does provide water for many of the City's residents, he would like one day not to be in Fulton County and would like to be in the county of Milton. He said he has found that when there is a monopoly with no competition at all, prices rise and by the City having its own system, the City stays in the game and helps keep prices down. He said he does not wish to be 100% dependent upon Fulton County and that Sandy Springs is an example of what happens when you are 100% dependent upon someone else and have no competition. He said he believes this is the right decision from Council and it will help the people who are on the Roswell water system as well as those not on the Roswell system and even people like himself who get their water from a well. He added that he believes Roswell water is the best in the state.

A motion was made by Council Member Igleheart, seconded by Council Member Dippolito, that this Item be Approved. The motion carried by the following vote:

In Favor: 6

Recreation and Parks Department - Councilmember Jerry Orlans

6. Approval of Contracts for Cultural Services (CFCS) Program Funding Allocations in the amount of \$25,000.

Presented by Morgan Timmis, Historic & Cultural Affairs Manager

Historic and Cultural Affairs Manager Morgan Timmis said they had received the \$25,000 allocated in the FY2013 budget for distribution to arts and cultural organizations in Roswell and had enlisted a volunteer Peer Review Panel who had reviewed all the applications and created a set of funding recommendations that were presented to the Cultural Arts Board. The Board approved those recommendations and the list of the eight of nine organizations that requested funding was provided in Council's packets.

Motion: Councilmember Orlans moved for Approval of Contracts for Cultural Services (CFCS) Program Funding Allocations in the amount of \$25,000. Councilmember Wynn seconded.

Council Comment:

Councilmember Price said when this line item allocation was made, a number of

councilmembers were not necessarily anticipating the way that it would be distributed or the process by which that would occur. She said there was a panel of distinguished reviewers, many from outside the City, who may have been very familiar with the process of allocating funding possibly from foundations or private entities; but given that this is taxpayer money, she is concerned about the process and hopes when going forward in the future this is looked at a little differently because the internal criterion was that they would go to cultural arts entities and a couple of them are actually education entities. There is certainly a role for the arts in education, there is a role for the arts in the City as it pertains to the population at large being able to appreciate and gain from these monies that were allocated. She said she does not like to see money go to a specific school or specific entity that would have very limited impact in the ability for people to appreciate that funding and in some cases here, a rather large allocation. She said, they did have this in the line item and the money is definitely there, but she objected to the City's internal criteria and questioned if the City got to that point using the outside Peer Review Panel. She said she doesn't want to be against this because there are some valid entities here but she could not support moving forward with this expenditure of taxpayer money. She said she would abstain from this vote.

Mayor Wood said he appreciated Councilmember Price's position but this is a work in progress and it is the City's first year. He encouraged suggestions from Council on how to improve this process and said he believes this is a good first year. He complimented everyone involved in the allocation of the money and said the return will greatly exceed the expense on this \$25,000.

There was no further Council comment. There was no public comment.

A motion was made by Council Member Orlans, seconded by Council Member Wynn, that this Item be Approved. Council Members Orlans, Igleheart, Wynn, Dippolito, and Diamond voted in favor. Councilmember Price abstained. Mayor Wood asked, for the record, if Councilmember Price is abstaining or voting no. Councilmember Price said she is abstaining for reasons of questioning the process.

The motion carried by the following vote:

In Favor: 5

Abstain: 1

7.

Approval of Budget Amendment 75403-10-22-12 for the Historic Mill Restrooms and Machine Shop Improvement Projects in the amount of \$127,253.

Presented by Joe Glover, Director of Recreation, Parks, Historic and Cultural Affairs Department

Park Services Administrator Jeff Pruitt said staff is asking for a budget adjustment of revenue sources from two projects. He said the first was last year's fiscal budget that was under budget for the project. He said that the Recreation Commission and Mayor and Council had worked together and revisited the second project along with Transportation projects on Riverside Road. He said staff is asking to reallocate funding for the additional repair of the historic walls, the restroom project, as well as some landscaping items. He said Mayor and Council had expressed interest for the first level of the old machine shop to be a special event facility.

There was no Council discussion. Public comment was invited. There was none.

A motion was made by Council Member Orlans, seconded by Council Member Igleheart, that this Item be Approved. The motion carried by the following vote:

In Favor: 6

8. Approval of Budget Amendment 55561200-10-22-12 to increase the Recreation Participation Fund expenditure budget in the amount of \$150,000.

Presented by Joe Glover Director of Recreation, Parks, Historic and Cultural Affairs Department

Park Services Administrator Jeff Pruitt presented the item and said this is a housecleaning item with a budget allocation of \$30,000 that covers the existing budget items previously approved by Council. He said \$120,000 is requested from the Recreation Participation Fund to include \$50,000 for the Adult Recreation Center fitness improvement, \$50,000 for the Arts Center East, and \$20,000 for the sand volleyball area at Don White Memorial Park which is being laid out. He said they have permits for the amenities for the picnic pavilion which they hope will go in at the first of the year.

Mayor Wood asked what the source of the money is. Mr. Pruitt replied, the Recreation Participation Fund. Mayor Wood said then this is money that the Participation Fund has in savings and some of that reserve will be taken for these capital expenditures and a little bit of programming. Mr. Pruitt replied that was correct.

Council Comment:

Councilmember Wynn noted that Mr. Pruitt had said \$120,000, but the information shows \$150,000 so he did not mention the Roswell Presents Series. She asked if that is in or out.

Mr. Pruitt said to his knowledge it is not in this fund. Councilmember Wynn said she wanted to make sure what they were voting on before casting her vote.

Mayor Wood asked City Administrator Kay Love to respond. Ms. Love said it is included but the \$30,000 for Roswell Presents Series is not a capital expenditure. There is \$120,000 for capital and then the \$30,000. The total for the Recreation Participation Fund is \$150,000.

Councilmember Wynn said then there is a total of \$150,000; \$120,000 is coming off the line items, but we are voting on \$150,000. Mayor Wood said that is correct.

There was no further Council discussion. Public comment was invited. There was none.

A motion was made by Council Member Orlans, seconded by Council Member Igleheart, that this Item be Approved. The motion carried by the following vote:

In Favor: 6

Administration and Finance Department - Councilmember Rich Dippolito

9. Approval of the 2013 CDBG Applications.
Presented by Danny Blitch, Grants Manager

Councilmember Dippolito asked Deputy City Administrator Michael Fischer, Grants Manager Danny Blitch, and Grants Specialist Charles Alford to come forward to present the item.

Mr. Fischer said there is a total of \$160,000 of funds that need to be appropriated for projects for the CDBG (Community Development Block Grant) as part of the consolidated plan that is a combined plan for the next four years. As part of the consolidated plan, there is an action plan that includes the projects for the next year. He provided a summary of the projects requesting funding from the CDBG for approval tonight. He said that the Child Development Association is requesting funds for replacing fire and smoke alarms. The City of Roswell Recreation and Parks is in need of ADA improvements and additional work on one of their facilities off Grimes Bridge Road. The Drake House is asking for repairs for the multi-family housing and some roofs and downspouts on their facilities. Families First requested funding to increase some of their therapy and mental health services. HomeStretch/Housing Initiative of North Fulton is doing repairs to their multi-family housing; part of those funds is for the project/property manager's annual salary. North Fulton Community Charities needs repairs to their facility and for resurfacing some of their parking lot and sidewalk areas. North Georgia community Housing Development Corporation (Habitat for Humanity) is working with some of the Habitat homes to develop another home. Senior Services of North Fulton has requested funds to increase the transportation program they currently provide. YMCA of Metropolitan Atlanta has requested funds to establish and continue to work with their afterschool program.

Mr. Fischer said that the requested amount is more than what is available to allocate and there has been discussion in Committee meetings about the different projects and how to allocate the funds. He thanked Mayor and Council for their input on what kind of allocations will be available and what they have in mind. He said Councilmember Dippolito had recommendations and served as a liaison to help pull this together. Mr. Fischer said staff took the input from the Mayor and Council and came up with the recommendation they think is appropriate for these projects that is an average of the input they had gotten. He said the Councilmembers were united on most of the projects and on average; the only real difference was on some of the values that were put forth. An average was taken of those values for the different projects to total the \$160,000. He displayed a spreadsheet identifying staff's recommendation on how best to appropriate the 2013 CDBG funds.

Mayor Wood asked Mr. Fischer to explain what CDBG stands for, for the benefit of the people in the audience. Mr. Fischer stated it stands for Community Development Block Grant. Mayor Wood said this is a grant from the federal government to the City; he asked for an explanation of the limitations on how the money can be used. Mr. Fischer asked Danny Blitch to present that information.

Mr. Blitch said CDBG is a Community Development Block Grant, a federal program from the U.S. Department of Housing and Urban Development. The funds are to be spent in three areas for low to moderate income persons for immediate threat and danger as well as demolition of blight or slum properties.

Mayor Wood asked if seniors are another category. Mr. Blitch replied as long as they are low to moderate income; seniors qualify automatically because of age and status.

Council Comment:

Councilmember Dippolito said he wanted to add to Mr. Fischer's comments. He said they had looked at all the input from the Mayor and Council and a lot of the numbers were very close, it was just a difference of a few thousand dollars here and there in each of the various categories. In taking a look at an average, it seemed to come close to what each person suggested and it's not any one person's individual preference but takes into account all the input that was received. He said the schedule was just completed prior to the work session; there was not time to distribute it before the meeting so it is being seen here for the first time. He said one item not shown on the list was a previous allocation of \$177,587 to the Roswell Housing Authority for the redevelopment of their property, which was approved in a prior meeting.

There was no further Council discussion.

Motion: Councilmember Dippolito made a motion for Approval of the 2013 CDBG Applications. Councilmember Orlans seconded.

Public Comment:

Sarah Embro, property owner at 111 Spring Drive, Roswell said she is the Chief Development Officer of Families First and a past resident and current property owner in Roswell. She expressed appreciation for the family values that the City of Roswell holds. She said this is their first request for a grant for CDBG funding in the City of Roswell for assistance with their mental health services. She said they appreciate being considered and would like to take this time to present further information for their grant request. She said their request is to offer low income Roswell residents affordable primary mental healthcare services that are otherwise unaffordable and inaccessible. She said based on the AMI family income, residents at below 30% would receive services free of charge; there would be a co-pay of \$5.00 for residents with incomes between 31% and 50%; and a co-pay of \$15.00 for those between 51% and 80%. She said their need has grown; the grant would help them increase their capacity to continue to provide these services.

Mayor Wood thanked Ms. Embro for her work with Families First. He said he has taken the position in support of capital projects and not operating projects, not because of favoritism to any one group but because of the principle that these are not annual grants, these are one time grants where there is no commitment for the grant the next year and because capital projects come and go. He said operating expenses are every year and he is more comfortable funding things that are not on a recurring basis. He said this does not reflect on Families First or any of the other organizations, it is a philosophy of capital projects versus operating costs and that he does support all of these organizations.

Susan Dupart, 500 Shadowood Court, asked how the money is to be used for the YMCA of Metropolitan Atlanta and if they are located in Roswell.

Grants Manager Danny Blitch responded that it is for scholarships to participate in their afterschool program at Waller Park and Waller Park Extension.

Ms. Dupart suggested that some of these programs be onsite at the school because the students would have more self-esteem and identity in a school setting. She said it is a long day for them and if they were doing something onsite instead of being transported it might be more personalized identity validation, giving them more community awareness at the school and more respect for the facility where they would be more likely to carry on pride in their time spent in the classroom.

There was no further public comment.

Council Comment:

Councilmember Diamond said speaking to Families First, she has no issue with the program and what it does but she has concern about it being so new to the area. She said generally in this cycle and the cycle that it came from out of Fulton County, it was two or three years in before eligibility for. She said that their lease was fairly short in Roswell and they are fairly new. She asked if that is correct. Julie Knop, 3202 Lake Point Circle, responded to Councilmember Diamond's question and said she has been in that office for eight and a half years and the person before her was there for three years. She said they have been around in Roswell for a long time.

Councilmember Price commented on the philosophy of capital assistance versus programmatic assistance or operating expenses. She said the two final items had requested more than that but they have a history in the past of receiving funding from Fulton County and in the process of the City now taking over this; the fact that they didn't have a capital project as part of their request, it had not ever been a problem with Fulton County as they distributed these grant monies. She said if they want to make a policy of doing that, that's one thing but they certainly have a history of being supported in this fashion. She said she has served on the board of Senior Services of North Fulton and their top three concerns are transportation; transportation, and transportation. She said their needs are huge in that area to deliver their services and they have rental space, so there's nothing capital for them to be working on. She pointed out that the City can't always make that distinction as some entities do with their private groups that award monies for special projects, but that the City is integral as the decider of the funding to assist them in the programs that they are delivering.

Council Comment:

Councilmember Diamond said they had talked about the fact that if this is set aside and the Public Housing grant did not come through, which they should know about in the next two months, then the money would be reallocated within this framework. Therefore, this is potentially, not the only opportunity.

Councilmember Dippolito asked staff to confirm with each of the applicants, if for some reason they can't use a partial award that was received, that they will come back to Council with any amounts not funded so they may be redistributed. Mr. Blich confirmed that they would.

A motion was made by Council Member Dippolito, seconded by Council Member Orlans, that this Item be Approved. The motion carried by the following vote:

In Favor: 6

10.

**Approval of an Ordinance to amend the City of Roswell
Georgia Municipal Employee Benefit Services (GMEBS)
Retirement Plan. (First Reading)**

Presented by Dan Roach, Human Resources Director

Human Resources Director Dan Roach presented this item stating this request is to amend the City's Defined Benefit (DB) Pension Plan that was frozen to new entrance effective March 1, 2011, and sole purpose of the amendment is to allow staff to report severance pay as part of final pay for pension benefit calculation purposes. He said this amendment requires an ordinance.

City Attorney David Davidson conducted the first reading of AN ORDINANCE TO

AMEND AND RESTATE THE RETIREMENT PLAN FOR THE EMPLOYEES OF THE CITY OF ROSWELL, GEORGIA stating: BE IT ORDAINED by the Mayor and Council of the City of Roswell, Georgia, by the authority thereof:

Section 1. The Retirement Plan for the Employees of the City of Roswell, Georgia is hereby amended and restated as set forth in and subject to the terms and conditions stated in the following Adoption Agreement, any Addendum to the Adoption Agreement, the Georgia Municipal Employees Benefit System (GMEBS) Master Plan Document, and the GMEBS Trust Agreement.

Mr. Davidson noted that if approved this would be the first reading.

There was no Council discussion. Public comment was invited. There was none.

A motion was made by Council Member Dippolito, seconded by Council Member Wynn, that this Item be Approved on First Reading and placed on the Mayor and City Council Special Called agenda for 10/29/2012. The motion carried by the following vote:

In Favor: 6

11. Approval of a Lease Agreement between the City of Roswell and the Roswell Business Alliance (RBA) to use office space in the City owned building located at 617 Atlanta Street. Presented by Michael Fischer, Deputy City Administrator

Councilmember Dippolito introduced this item. He said the RBA people are constantly out on the streets in the City of Roswell meeting with their businesses and that is a wonderful thing. He thanked them all for what they do.

Deputy City Administrator Michael Fischer presented this item stating this has been a work in progress getting the facility prepared and ready for the RBA. He said Steve Stroud has been a wonderful resource in setting up what they needed in the infrastructure and that his patience moving forward is much appreciated. He said this lease is for 808 square feet at \$909 per month and staff is requesting approval of this lease.

Mayor Wood asked for the square foot cost per year. Mr. Fischer replied it is \$13.50.

Council Comment:

Councilmember Diamond asked Mr. Fischer if the space is all cleared out and available now to the RBA. Mr. Fischer replied yes, for what is currently in this lease; he noted there is another large area that the Roswell Historical Society used for additional archive materials and they are working to clear that out at some point, but the 808 square foot in this lease is complete.

There was no further Council comment. Public comment was invited. There was none.

A motion was made by Council Member Dippolito, seconded by Council Member Igleheart, that this Item be Approved. The motion carried by the following vote:

In Favor: 6

12. FY 2012 Audit Update.

Presented by Keith Lee, Finance Director

Finance Director Keith Lee presented this item stating that they have completed approved payables and salaries, the CEFA schedule in the single audit related to the federal grants, the component unit financials for Bulloch Hall and CVB, UB receivables and unbilled accounts and utility billing, and bank confirmations as well as collateral. They are currently working on capital assets, property tax receivables, unclaimed property and petty cash and have work remaining on compensated absences, accrued workman's comp, and open PO's. He said the auditors were here last week working on the CEFA and they will return next Monday and estimate that the audit will be complete by December 31, 2012. In terms of Fund Balance in the General Fund, they budgeted to use \$6.247 million in FY2012 and at present they estimate having used \$4.869 million.

Council Comment:

Councilmember Dippolito asked Mr. Lee when they expect to have the audit completed. Mr. Lee replied by December 31, 2012 and they will do the presentation of the CAFR in January or February. Councilmember Dippolito said then it will be completed and come to Council in January. Mr. Lee replied they expect to present the CAFR in January or February depending on how the schedule works out.

Presented**Community Development - Councilmember Nancy Diamond****13.****Approval of a Resolution Establishing Fees for Zoning, Building and Other Departments.*****Presented by Alice Wakefield, Director of Community Development***

Community Development Director Alice Wakefield presented this item stating this is a request to establish the various fees for zoning, building and other related items by resolution. This necessity came about as they had moved forward with building the portion of the ERP system for the fee schedule and realized that there are fees that were approved over ten years ago and some were approved by ordinance and some were approved by resolution and some approved based on different fees schedule that no longer exist. In some cases, fees were being charged for which there was no legal basis in terms of a resolution or an ordinance behind them such as the engineering fees. Thanks to the assistance of the Finance Director, they tried to come up with a comprehensive fee schedule where they are not increasing the fees.

Ms. Wakefield stated staff is requesting the following minor changes to the fee schedule.

First, if approved, they are asking that the fee schedule be effective December 10, 2012; staff requests that date because that is when they will go live with the ERP and the current system is not set up for this fee schedule.

Secondly, a fee schedule is set up for the river corridor that is \$250. Ms. Wakefield said they basically take the check and send it to ARC but they have discovered that the ARC has a range of fees depending on the use they charge; staff is asking for that provision to be removed. Staff is also asking that the fee for a roofing permit which was proposed for \$100, be revised to reflect just the valuation of the work. For example, for a re-roofing that is \$2,000, there will be a \$25 application fee and a \$25 fee will be paid.

The major change being proposed is related to building permits. Currently, there is a valuation for building permits, based on the BOCA (Building Official Code Administrators International) code which no longer exists, that is for the construction of the property. There are also individual permit fees for electrical, plumbing and mechanical. Currently, if a contractor is building a house, they will get the construction permit and then the individual electrician, plumber, mechanical trades, would come in for separate permits. Staff is asking that they go to full valuation for the entire permit process so that the general contractor can get the permit for the entire package.

Ms. Wakefield displayed a graph that described what is being proposed. She said for example, that if someone is building a \$250,000 home the permit fee would be \$1,308, which is \$910 for the construction permit and \$398 for the trade permit. Under the new fee schedule, there would be one permit fee of \$1,229; it appears to be a little lower, but is basically the same when averaged out.

Ms. Wakefield said the only other new fee they would be collecting, is a \$25 application fee. As mentioned in Committee, there are many applications received and processed that are never picked up for various reasons but work has still been done by staff on those permits.

Ms. Wakefield said staff is requesting approval of this fee schedule in order to move forward in completing the build out of the ERP system section that deals with fees.

Council Comment:

Councilmember Orlans said he had several questions for the record as well as questions about costs and the fees that need to be clarified over the next week or so. He said he is not an expert on this but wants to convey what he has been learning.

Councilmember Orlans said for residential building, if someone builds a \$500,000 house, currently the fees would be \$1,600. He said based on his figures with permit fees, CO fees, adding plan reviews and architectural plans, the plan review is 50% of the permit fee which is new, so what was formerly a \$1,600 fee will now be a \$9,000 fee. In addition, there will have to be stamped architectural drawings, where before none were required, that staff will then have to review. He said that is a concern; perhaps that can be looked into and reported back so everyone can better understand.

Councilmember Orlans said it is good to see that a \$150 fee is being eliminated on residential roofs. He asked, for the record, if someone came in for a permit to install a roof on a house, will that be a long drawn out process like the building permit process, or will it be more like walking in and getting a garage sale sign permit. He said that is strictly a processing question.

Councilmember Orlans asked staff to confirm for the record, that by now requiring the actual plans to be submitted can that be concurrent with someone trying to get an LDP so that one doesn't have to be done before the other one can start, again adding a lot of time. He asked if the building permit fee will be an easy one-pager, again not trying to get into a long drawn out process similar to what is done for an LDP review.

Councilmember Orlans said that Ms. Wakefield had mentioned December 10, 2012 as the effective date. He asked for at least a sixty (60) day delay from approval to effective date because they have some contractors and builders who already have quotes out with the old fees in place; he would like them to have sixty (60) days to

have those cleared out and completed and for there to be awareness before they are quoting on new projects to come in. He said his one concern is the cost of the example of the \$500,000 house and how much that is increasing now with the building plans requirement. He asked if that can be answered tonight or if this should be delayed to have these fees looked at to be sure they are not being increased too much; he understood that some of the other permits are going to be waived such as electric and plumbing, and so forth, but right now he doesn't know how all that will balance out.

Ms. Wakefield responded to Councilmember Orlans's questions stating that the trade permits are not waived; they are just based on the valuation of the cost to do the work. She said it is incorporated as part of the building permit. She stated the City currently charges a plan review fee of one half of the building permit fee so that is not new. Also, the \$25 applicant fee is currently required as part of building permits and is not new.

Councilmember Orlans replied, "At 50% of the permit fee for plan review, but I thought we didn't even require necessarily a plan for a residential house." Ms. Wakefield responded that the City now requires a plan for residential homes for a permit. Councilmember Orlans said that is done now; those fees are different. Ms. Wakefield said that is the case with the permit. She said when they tried to do an analysis to make sure that the base fee was not going up, they didn't touch the plan review fee because that was already in place. She said staff would double check that. She said as far as the LDP and the building permit, currently an LDP and building permit can be submitted concurrently but the building permit will not be issued until the LDP has been resolved; that provision is already in place; a plan review is not required first and then do building; a lot of developers take advantage of that system. She said a roofing permit is something that can be processed very quickly, although it wouldn't be as quickly as a garage sale permit, but it is a one or two-day permit that can be issued fairly easily.

Ms. Wakefield said if Council approves this tonight, staff will send out notices on emails and work with Community Relations to get out the information on the new fee schedule to the different builders. She said the City's Chief Building Official staff currently has a great relationship with a lot of the builders, and as part of working with the neighborhood improvement teams, the word can be spread about the change in the fee schedule. She said the fee schedule changes will make it a lot easier for them to cost out their permit because they know the value of their proposal and they will know that is what their fee will be based on. At the current time, the builders have to try and count fixtures, discuss with the Chief Building Official as to what is considered a fixture and what is not and they also have to look at the sewer laterals, gas lines. There will be a lot of different things the builders will not have to do.

Mayor Wood asked Councilmember Orlans if he is asking for a deferral. Councilmember Orlans replied yes, to get these things clarified. Mayor Wood asked for a motion for deferral.

Motion: Councilmember Orlans moved for deferral of this item.

Mayor Wood said they should limit their conversation to questions regarding whether this should be deferred.

Further Council Comment:

Councilmember Orlans said he had one last question. He said with these changes for site plan and architectural plans, timing is important and time is money. He asked if this will extend the period on residential homes more than in the past to do the

review of the site plans and the architectural plans for a residential home again. Ms. Wakefield replied no, the estimated time would be one to two weeks which is the normal review time for plans.

Mayor Wood noted if this is being deferred, a decision is not being made tonight and Council will have an opportunity to ask all the questions they need.

Councilmember Diamond asked what date this would be deferred.

Councilmember Orlans replied as long as it takes for Mr. Lee to put together examples and outline what is going on. Mayor Wood asked if October 29 would be sufficient time which is the fifth Monday meeting but there is also an agenda for a special called meeting on that date. Councilmember Orlans replied he was agreeable to the Special Called Meeting on October 29, if staff could put it together by that time.

Mayor Wood asked Ms. Wakefield if she could have the answers by October 29. Ms. Wakefield replied yes since it is basically a matter of dropping in the plan review costs.

Mayor Wood said there is a motion to defer until October 29, 2012. Councilmember Price confirmed that she had seconded the motion for deferral and was agreeable to the stated deferral date.

Councilmember Orlans said if the information is not completed until Friday of this week for Monday's meeting, staff will need a longer delay. Ms. Wakefield confirmed staff would have the information for Council before Friday.

Clarified Motion: Councilmember Orlans moved for Approval of a Resolution Establishing Fees for Zoning, Building and Other Departments, be deferred and placed on the Mayor and City Council Special Called agenda for 10/29/2012. Councilmember Price seconded. No further Council discussion.

Mayor Wood said if Councilmember Orlans was not comfortable with the information made available by Friday, he could ask for further deferral.

A motion was made by Council Member Orlans, seconded by Council Member Price, that this Item be Deferred and placed on the Mayor and City Council Special Called agenda for 10/29/2012. The motion carried by the following vote:

In Favor: 6

Enactment No: R2012-10-53

City Attorney's Report

14. Recommendation for closure to discuss personnel and acquisition of real estate.

A motion was made by Council Member Wynn, seconded by Council Member Dippolito, that this Item be Approved. The motion carried by the following vote:

In Favor: 6

Adjournment - With no further business, the Mayor and Council meeting adjourned at 8:59 p.m.