



# 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, June 14, 2011

5:00 PM

Room 220

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### CALL TO ORDER/ROLL CALL

**Present:** 6 - Mayor Jere Wood; Council Member Nancy Diamond; Council Member Rich Dippolito; Council Member Kent Igleheart; Council Member Betty Price and Council Member Becky Wynn

**Absent:** 1 - Council Member Jerry Orlans

### Approval of the minutes of the May 10, 2011 Committee Meeting

A motion was made by Council Member Dippolito, seconded by Council Member Wynn, to approve the Minutes from the May 10, 2011 Committee Meeting. The motion carried by the following vote:

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

### ACTION ITEMS

#### Administration

1. Consideration of Budget Amendment 1585-06-27-11 to increase the FY11 Approved Revenue budget by \$1,392,754 and increase the FY 11 Approved Expenditure budget by \$1,207,754.

A motion was made by Council Member Diamond, seconded by Council Member Wynn, that this Item be placed on the Mayor and City Council agenda for 6/27/2011. The motion carried by the following vote:

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

2. Consideration of annual renewal contract for excess Workers' Compensation Insurance in the amount of \$90,789

**A motion was made by Mayor Wood, seconded by Council Member Dippolito, that this Item be placed on the Mayor and City Council agenda for 6/27/2011.**

**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

3. Discussion of a November Sunday Alcohol Sales Referendum - Guidance

**A motion was made by Mayor Wood, seconded by Council Member Igleheart, that this Item be placed on the Mayor and City Council agenda for 7/11/2011.**

**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

4. Discussion of a Bond Referendum - Guidance

**Following discussion staff was requested to provide a matrix detailing departmental prioritizations for capital purchases and improvements based on a five-year projection and future needs to be discussed during a future work session.**

5. Discussion of video-taping Mayor and Council meetings - Guidance

**Staff was requested to conduct additional research regarding a proposed video-taping system including current technology related to cameras, sound equipment, lighting, and policies and procedures of other jurisdictions related to time limits on speakers and format of meetings. This information will be discussed during the Administration and Finance & Recreation and Parks Committee on 7/12/2011.**

6. Discussion of Roswell Green Expo, partnership of Keep Roswell Beautiful and City of Roswell Sustainability Task Force scheduled for October 15, 2011 - Guidance

**This event, a partnership between Keep Roswell Beautiful and the City of Roswell Sustainability Task Force, will be held Saturday October 15, 2011 beginning at 10:00 a.m. until 2:00 p.m. at Hembree Park in the Community Activities Building. The Committee approved to move forward with the event and for the utilization of staff time for coordination, set-up, etc.**

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

7. FY11 Monthly Budget Status Report

Keith Lee, Director of Strategic Planning and Budget presented the FY2011 Monthly Budget Status Report through May 31, 2011. Overall, the City's General Fund, Water and Sewer Fund, Solid Waste Fund, Hotel/Motel Fund and Recreation Participation revenues meet expectations for the month of May. City expenditures meet expectations and City revenues and expenses meet or exceed expectations for the month of May.

8. Discussion of Gas South Affinity Program - Guidance

The Committee discussed why the rebate information was not included on the promotional mailing that was sent to citizens. This information is contained on the City's website. Staff will address this concern.

9. Discussion of a Mayor and Council Retreat - Guidance

Following discussion, staff was requested to begin planning a LINK retreat to be scheduled after the first of 2012. This will include potential goals, locations, invitees, and activities. Recommendations will be discussed at a future Committee meeting.

10. Consideration for the City of Roswell to be an overnight stop for the 2012 Bike Ride Across Georgia (BRAG) - Guidance

A motion was made by Council Member Wynn, seconded by Council Member Diamond, approving for the Mayor to write a letter of intent for the City of Roswell to be an overnight stop along the route for the 2012 Bike Ride Across Georgia (BRAG). This includes offering potential activities and amenities including, but not limited to tours of historic homes, discount restaurant and hotel coupons, and discounted river activities. The motion carried by the following vote:

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

### Finance

11. Consideration to amend the Fund Equity Policy

A motion was made by Council Member Igleheart, seconded by Mayor Wood, that this item be placed on the Mayor and City Council agenda for 6/27/2011. 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

12. May 2011 Investment Report

Finance Director Julia Luke presented the May 2011 Investment Report including City of Roswell Investment activity, Security Portfolio Yield Summary, and Trades.

### **Recreation and Parks**

13. Consideration of Intergovernmental Agreement with the Fulton County Board of Education to use the Elkins Pointe Middle School multi-purpose field and track

**A motion was made by Council Member Price, seconded by Mayor Wood, that this Item be placed on the Mayor and City Council agenda for 6/27/2011. 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

14. Consideration to design and construct restroom facilities at Old Mill Park

**A motion was made by Council Member Price, seconded by Council Member Igleheart, that this Item be placed on the Mayor and City Council agenda for 6/27/2011. 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

15. Discussion of the National Parks Service request to reduce the width of the Willeo Trail Connection boardwalk from 12 feet to 8 feet - Guidance

**The Committee agreed to remain with the recommendation to the National Parks Service of a 12-foot wide boardwalk.**

### **Community Development**

16. Consideration to submit an FY2011 Livable Centers Initiative (LCI) Supplemental Study Application for Roswell Town Center/Atlanta Street

**A motion was made by Mayor Wood, seconded by Council Member Dippolito, that this Item be placed on the Mayor and City Council agenda for 6/27/2011. The motion carried by the following vote:**

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

**Transportation**

17. Discussion of Crabapple Road Wall Facing Project in the amount not to exceed \$35,000 - Guidance

Following discussion, the Committee agreed to leave the retaining wall as is without stone facing. There will be landscaping planted around the top of the wall which includes a minimum of 140 holly bushes. Alternative vegetative solutions will be researched to be planted in front of the wall.