



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*

Tuesday, May 4, 2010

4:00 PM

Room 220

Meeting was called to order at 4:05 p.m.

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

Staff Present: Kay Love – City Administrator; Michael Fischer – Deputy City Administrator; Julia Luke – Finance Director; Morgan Rodgers – Assistant Director of Recreation and Parks; Jeff Pruitt - Administrator of Park Services; Police Chief Ed Williams; Fire Chief Ricky Spencer; Bob Hulse - Assistant City Attorney; Stuart Moring – Public Works Director; Danny Blitch - Grants Manager; Keith Lee - Director of Strategic Planning & Budgeting; Alice Champagne - Water Resources Manager; Yvonne Douglas - Deputy Director of Public Works; Dennis Miller - Building Operations Manager; and Marlee Press, Executive Assistant to Council

Addendum to the Agenda

- *Kay requested that two proposed addendum items be added to the agenda. The first one is for Administration and Finance and Recreation and Parks and is "Discussion of an RFP for Free Wireless Internet Project."*
- *The second item is for Public Safety and Public Works and is "Consideration to apply for a Regional Assistance to Firefighters Grant for replacement of the Public Safety radio system."*

Committee approved adding both these items to the agendas.

Minutes of the April 12, 2010 committee meeting were approved.

Administration

Consideration of a contract with The Garland Company for roof and building envelope repair and maintenance at City Hall and the Law Enforcement Center in the amount of \$116,529

- *This work is intended to correct water entry into both buildings during rain events. This project is identified in the Facilities Condition Assessment (FCA) and will be funded through the Citywide Facilities Maintenance account. The total cost of the project is \$116,529 which includes a contingency amount of \$25,310.*
- *The Garland Company has been chosen to perform the work through U.S. Communities Government Purchasing Alliance. The selection of The Garland Company conforms to the City's purchasing policy and has been approved by the Finance Department. It was bid out competitively.*
- *Dennis Miller added that this is normal maintenance but it is a big project. There will be a large crane out there in the parking lot when this is being done.*

A motion was made by Council Member Becky Wynn, seconded by Council Member Jerry Orlans, that the contract with The Garland Company be placed on the Mayor and City Council agenda for 5/17/2010. 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

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

- *The Neighborhood stabilization agreement had some changes made by the city's legal department. That information has been forwarded to Fulton County and staff is still waiting on a signed agreement.*
- *The city did not get funding for the COPS grant in 2009 but staff is resubmitting the grant application for 2010.*
- *So far the city has spent about \$237,000 of the stimulus dollars with the most being spent on the Transportation Holcomb Bridge Road sidewalk project and the Energy Efficiency and Conservation Block project. Staff has submitted about \$20M.*

Danny Blitch will continue keeping the committee updated monthly on the different grants.

FY10 Monthly Budget Status Report

- *This is the 9th month of the fiscal year. Overall the City's General Fund, Water and Sewer Fund, Solid Waste Fund and Recreation Participation Fund revenues meet expectations for the month of March. The Hotel/Motel Fund revenues are below expectations. Overall City expenditures meet expectations. On the General fund side revenues are exceeding expenditures by \$3.8M for the year.*
- *March sales tax collections were \$1.6M which was slightly above March of last year. The first quarter of this year, sales tax is above the first quarter of last year.*

Staff will update the committee on a monthly basis.

RFP for Free Wireless Internet Project

- *The city is looking for an Internet service provider to provide free wireless Internet access in predetermined city spaces to accommodate the needs of its citizens and visitors at those locations at no cost to the City.*
- *Staff drafted an RFP to accept proposals from qualified internet service providers. They also looked at RFPs from other cities to see how they approached this. Staff said they are ready to move forward with this.*
- *Councilmember Igleheart said he was concerned that this may be going way beyond what was previously discussed which was starting in the parks and having a short term contract.*
- *Kay Love said it doesn't have to be the same provider for the entire city. By doing the RFP this way, it meets the city's procurement requirements and would be done in a competitive nature. She said that language could be added that it can be for the entire city or it can be for one or two locations as a pilot. The contract would be for three years.*
- *Mayor Wood suggested opening it up to the entire city but in the RFP clarify that they can bid on less than 3 years and bid on less than all the facilities.*
- *Kay Love said the way the wireless company gets their money is through the advertisements. This is the best way for the city to get the most cost effective wireless service. Councilmember Diamond added the wireless company will probably provide the city with free ad space to promote some of the events the city wants to promote.*
- *Councilmember Dippolito requested that there be language in it that if the company is not meeting the city's expectation that the city can terminate the contract.*
- *Mayor Wood said the key here is to get a company on board and get an experience with it and then re-evaluate it. Kay Love said they are going to deploy it in one location first, get it up and running and make sure it is working before adding another location.*

A motion was made by Council Member Jerry Orlans, seconded by Council Member Kent Igleheart, that staff can proceed with putting out an RFP for Free Wireless Internet service after making the discussed changes to the RFP. 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

Finance

Investment Report

- *Investments continue to be called and staff continues to reinvest at the best rates they can find.*
- *Our investment rates are still going down but we are still ahead of our benchmarks.*

Staff will keep the committee updated on a monthly basis.

Recreation and Parks

Ordinance to Ban Smoking Within City of Roswell Parks

- *At the April 12, 2010 committee meeting, staff was requested to get the information to Council of the designated areas to allow smoking in the parks that Council requested from the Recreation Commission. At the April 22nd Joint Meeting of Mayor and Council and Recreation Commission meeting this item was discussed.*
- *Committee has two options: 1) To allow smoking in those designated areas as approved by a Second Reading of the Ordinance by M&CC on November 16, 2009 or 2) to rescind the November 16, 2009 M&CC vote and have a total smoking ban.*
- *Councilmember Igleheart said that the Recreation Commission said that creating these designated locations is unworkable because it would be very difficult to enforce and to police these areas and it would also create confusion on the exact locations. The Commission requested that Councilmember Igleheart bring this back to Mayor and Council to reconsider a full ban.*
- *Mayor doesn't support this total ban because he doesn't feel it is the city's responsibility to tell people where they can smoke. His perception is that the Recreation Commission made it almost impossible to find a place to smoke thus discouraging smoking, thus accomplishing their goals. He felt what the Commission proposed was unworkable and he didn't feel there was any effort by the Commission to make it workable. Councilmember Price also didn't support a total ban unless there was something brought up that made it look like there was an impossibility to provide these designated areas.*

A motion was made by Council Member Kent Igleheart, seconded by Council Member Nancy Diamond, that the Ordinance to Ban Smoking within city parks be placed on the Mayor and City Council agenda for 5/17/2010. The motion carried by the following vote:

In Favor: 4 - Council Member Diamond; Council Member Orlans; Council Member Igleheart and Council Member Wynn

Opposed: 2 - Mayor Wood and Council Member Price

Abstain: 1 - Council Member Dippolito

Needs Assessment Questionnaire

- *The Needs Assessment Questionnaire will go out to the general public. The answers from the questionnaire will be used to prepare an update to the Comprehensive Recreation Master Plan of the City of Roswell. The questionnaire will be available on the City's website and will be emailed to the resident program participants using Recreation and Parks registration software asking that they go to the website and fill out the questionnaire. There will be a direct link to the survey. There will also be hard copies of the questionnaire available at the Recreation and Parks facilities. Staff is also planning to seek local media coverage regarding the questionnaire. Morgan Rodgers said staff is going to hit it pretty hard for about 4 weeks and try to get as many surveys as they can.*
- *After distribution of the survey, staff will schedule public hearings in June/July so people have an opportunity to tell staff what they said on the survey and if they thought of anything else. They will then take the draft Master Plan to the Recreation Commission by the end of July and hopefully bring the Master Plan to M&CC for approval in August.*
- *Mayor Wood requested that bicycle trails be added to the survey and not just mountain bike trails.*
- *Morgan Rodgers said it was discussed to get the staff out to the parks and survey people out there.*
- *Councilmember Price asked if this could be emailed also to non-program participants and not just resident program participants. Kay Love said it could be emailed to the HOA list and to those who have signed up for the electronic newsletter. The electronic newsletter could have a link to that survey.*

A motion was made by Council Member Kent Igleheart seconded by Council Member Jerry Orlans, that the R&P Needs Assessment Questionnaire be approved. Staff will add in Bicycle Trails on the Special Interest facilities per the request of the Mayor. Staff was also requested to send it out to non-program participants per the request of Councilmember Price. 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

Meeting adjourned at 5:29 p.m.