

**2002 CITY COUNCIL RETREAT
MINUTES
March 15 – 16, 2002
Wyndham Peachtree Conference Center**

Friday, March 15, 2002

Mayor Brown called the meeting to order at 8:00 a.m. Other Council Members present were Annie McMenamin, Steve Rapson, Dan Tennant, and Murray Weed.

1. Council Discussion/Added Agenda Items

2. Discuss Council Vision for Spending Priorities

Brown asked Council to come up with a rationale for spending priorities since it would be a tight budget year. Brown's list of spending priorities included Essential Public Safety Facilities and Equipment, Infrastructure Improvements (SR-54 Livable Centers Initiative and Resurfacing of City Streets and Cart Paths), Acquisition of Greenspace Land, Administrative Facilities and Equipment, Recreational Facilities and Equipment, and Increases in the Operating Budget.

McMenamin said there was ample time to set priorities during budget reviews when Council had all the information before them. Brown said it was a continuous process and that Council needed a spending philosophy regarding what was important to Council. Brown cited for example certain properties the City wanted to acquire that would not be available a few years from now. He said the properties were commercial and would be too expensive for the City to buy. Rapson commented that when he was the City's budget director he always thought Retreat was a good time to get a "heads up" on spending issues. He continued that it would be nice for Finance Director Paul Salvatore to know what was important in March rather than August when he was trying to look at the tax digest.

Brown continued that he was not saying they should establish specific projects, but rather what direction they should be going. He said Council should look at where they wanted the City to be in 25 years and how they would get there. He did not want to raise taxes. Rapson said there was already a sound five-year PIP and they would not have to raise taxes. They would have to look at how the revenues were impacted. Once the revenue streams were evaluated they would know what money they had, then they could go to actuals. They had to realize there were no sacred cows. They should look at the capital program and staffing, then look at the millage rate.

McMenamin noted that Council did not know what public safety and health would tell them. She agreed that valuable land should be worked into the budget, but it should not be a priority. Brown said that what was in the five-year plan now might not be what Council wanted in five years. The PIP might need to shift to take advantage of something. McMenamin told Brown he would see that things changed and priorities shifted. Rapson said the LCI plans and greenspace needed to be jumped on while the opportunity was there. McMenamin said that was being worked on. Weed said he did not happen to care for Brown's list of priorities. He did not disagree with the list, just the order of the priorities. All of the items were important and should be in some priority.

3. Reevaluate Cash Reserve Fund Balance Policy

Rapson said he wanted to look at the policy and was concerned from a credit agency rating point-of-view. His concerns after talking with Salvatore were cash flow, revenue stabilization, and the contingency fund. Rapson proposed the City go to a 2-month reserve. He explained the \$4 million

was a 28% reserve and was too large for a city this size. Usually a cash reserve that large was for cities/counties that ran large utilities. Rapson said he agreed with Salvatore that 5% was not enough for a PIP reserve. He said \$800,000 in the Self-Insurance Fund was enough for now and the future goal should be \$1 million.

Rapson said the City's reserves should be \$3.8 million, or 16.67%. Rapson continued that the average citizen would say that was too much. He recommended lowering cash flow, revenue stabilization, and Council Contingency to 16%, which had the impact of shifting from reserve policy to \$1.7 million. To remain solvent in 2004, there would have to be a 16.2% increase in the millage. If the reserves were reduced, the millage rate could stay flat. From a true cash perspective, the City wanted to be at 16.67%. If they were addressing what rating agencies looked at, the City was well above that.

Rapson said he would like Salvatore to re-draft CAR 11-2 with those recommendations. McMenamin said this was an opportunity to get input from Salvatore and from the directors and chiefs. Rapson said the only person really impacted was Salvatore. Salvatore said this was something he needed to discuss with City Manager Jim Basinger before cutting the reserves \$1 million or more. Brown said he saw merit to what Rapson was saying. Rapson said to let Salvatore talk to Basinger, and then Basinger could talk to him. He did not think it would be a problem.

Tennant asked, if Rapson's recommendation provided for millage rate stability, did that mean the millage rate would not be raised for five years. Rapson said yes. He added that Salvatore did not want to propose millage rate increases, but to fund the cash reserve balances he had to do that.

4. Discuss creation of \$50,000 Match Grant Fund to Encourage and Leverage Federal and State Grants

Rapson stated he wanted the directors and chiefs to actively pursue grants. They were to some extent penalized when they sought cash match grants so he wanted a grant match fund on the operating side of the house with \$50,000. He wanted another bucket of money so those grant dollars could be leveraged. The purpose of the fund was so the City could apply for grants that were not in-kind.

McMenamin pointed out that sometimes the operational costs were more than the City could afford. Rapson agreed and said the City could get the grant money, but if it cost \$300,000 a year to operate something, then that cost would be forever. Rapson said he agreed with McMenamin and wanted any grant applications to come before Council so Council could look at them. McMenamin added she was also concerned if Council needed the funds for something else. Brown said the funds could be re-directed. Rapson continued that some funds could be put in an account to accrue interest. Weed asked Rapson where he got the \$50,000 figure for the fund. Rapson said he just wanted to make sure it was adequately funded.

Leisure Services Director Randy Gaddo said his department had tried for several grants but found that the City did not qualify for them because of participation in the school lunch program. Finding grants and putting them together was an art. The City also needed to look at how to package grants. Rapson agreed and said after the grant money started to come in the City could hire a grants person. The City would have to be able to offer a competitive salary. Brown said the grant process was hard, some with more than 300 pages of paperwork. He said he would talk to GMA about simplifying the process. Weed noted that the All Children's Playground had applied for grants and found the City was punished because it did not have some of the problems other cities faced.

5. Discuss Freeze on Tax Assessment for Homeowners Age 70-Plus

Brown explained that a good number of Seniors in the City were talking about moving to Senoia or Sharpsburg. They were feeling price pressured and felt they could still enjoy the City's amenities, but would have lower taxes elsewhere. DeKalb County was interested in the same thing. Brown said it was a balance and that Seniors were important to the community. If more could be brought in, the community would be much better off. Seniors owned homes, had no children in the school system, were not on the roads during rush hour, and did not commit crimes. Enabling legislation was required to put a freeze on tax assessments for senior homeowners.

City Attorney Rick Lindsey said it would have to go through the legislature, and then a referendum. It would be 2004 at the earliest before it would get done. Salvatore added that he had talked to Fayette County Tax Commissioner George Wingo and Wingo said there was also an income requirement with a sliding scale.

Brown said he chose the age of 70 just to lessen the strain on the budget. He had tried to find a happy medium so it would not be so painful for the City. Jim Toombs commented that it was a "feel good" thing and they were talking about pennies on the dollar. McMenamin said money would have to be spent on a referendum and it should be done during an election year. She said Council had to look at what would be gained and lost.

Weed pointed out that no one had done an economic model. Rapson said it would not happen unless the people of Peachtree City wanted it. He said it was not a lot of money for the City, but was a quality of life issue for some Seniors.

Gary Rower asked if the numbers had been mean tested. If income was a factor, then the numbers were invalid because of the economic status of the people involved. There might be 1,200 Seniors, but only 300 might be involved. Rapson said he did not care if it was 300 or 1,200 people, it was a quality of life issue for those 300 people.

Weed said it would be a good economic tool for the Development Authority. Tennant noted his father, who was in his seventies, called such tax assessments a "feel good" measure that could send a negative message to working people. It was giving a special break to a special interest group. McMenamin pointed out that Seniors were buying needs, not wants, and did not contribute as much to the community. She reiterated that she hoped the referendum would be done at election time so it was not an extra expense. Rapson continued that the bottom line was that if people did not want it, it would not go.

6. Discuss Costs to be Included in Total Costs of Capital Projects

Rapson explained that he wanted to know all of the costs associated with a project. He used the Westside fire station for an example, which included the associated costs, such as equipment and operating costs. Council would know the true cost of a project. The City might be able to afford to build the project, but not to provide the operating costs. It would allow Council to make sound financial decisions. McMenamin agreed. Rapson added it would also give guidance on things that could go into the five-year plan. Administrative Services Director Jane Miller said it could go into a financial CAR, rather than a resolution.

7. Discuss Comprehensive Financial Analysis of Development Authority and the Airport Authority

Brown asked if anyone had any questions. Weed said he had asked for more detail from the DAPC. Brown said they would have that on Saturday, March 16. He added there was also a 50-year locked-down agreement with the DAPC put in place by the former Mayor. McMenamin said Council had approved the agreement. Brown said Council would discuss the issues with the DAPC on Saturday. Salvatore then presented the highlights of the DAPC and Airport Authority finances (a copy of the PowerPoint presentation was included in the official meeting file).

8. Finance Overview

Encl. A – Finance/Budget Review

Encl. B – Ten-Year Revenue and Expenditure Projections

Salvatore gave a PowerPoint presentation of the finance/budget review (included in the official meeting file). Salvatore noted Georgia Power revenues were \$41,000 under budget and that he had called the company for a breakdown.

Salvatore continued the City was about five to six percent ahead on projections overall. All of the other revenues, aside from hotel/motel tax and interest earnings, were tracking well. Rapson said if the windfall from the insurance tax was backed out of the budget, the budget was basically flat. Brown commented that he was probably the only Mayor at a recent GMA (Georgia Municipal Association) event that was not taking huge hits in the budget. Salvatore said the sales tax holidays approved by the Legislature might cost the City between \$40,000 and \$50,000. McMenamin pointed out that was an unfunded mandate from the Governor and that a strong message needed to be sent to the City's legislators. Rapson said the holidays would hurt the state more than anything.

Council looked at the Council Contingency Fund next. Rapson asked if there was a consensus to put the not-for-profit and reward funds as their own line items. He said it would be easier if the funds were not part of the Contingency Fund balance. Miller said the not-for-profit donations made to Fayette Senior Services and the Fayette County Council on Domestic Violence were made every year, but not until a written request was received. The combined donations were \$13,500. Brown said Rapson's suggestion made sense, but they would want an accurate figure. Rapson said the \$300,000 set aside in the Contingency Reserve Fund for the Public Safety Retirement Program was a perfect example. The funds available appeared to be \$488,000 when there was really only \$188,000 available.

In discussing employee insurance, Rapson said he would like to see an RFP go out to wrap the all of the non-health insurance elements into one package for bid. The package should include life, long-term, short-term, worker's comp, and other insurance. Rapson said the City might actually pay the same number of dollars, but the benefits would be better. Miller said the City could cancel GMA insurance at any time and would look at an RFP. Weed said medical and dental insurance could be included in the future.

Salvatore told Council that staff was working with the City auditors on an implementation plan for GASB 34 compliance. The FY 2002 budget included \$6,300 for those services, but the funds were currently impounded. Salvatore said he would like to have those funds released. Rapson agreed.

Salvatore reviewed the Ten-Year Revenue and Expenditure Projections with Council. He said he wanted to be proactive in designing long-term financial strategies. They helped the City keep its head above water. Rapson said he had some concerns and would like to discuss them with Salvatore and Basinger. Salvatore said he had been very conservative on revenues. He thought revenues and expenses would be more. Rapson commented that overall it was a pretty good ten-year plan. The only other uncertainty was some county contributions. Brown said they obviously needed to get together to talk about reserves.

9. Review of Construction Projects

City Engineer Troy Besseche reviewed the transportation projects and construction projects for the year. (Copy of the presentation included in meeting file.)

Fred Gisler, president of the Girls' Softball Association, spoke to Council regarding paving the parking lot at Meade Field. Besseche said there was roughly 1.5 acres of the gravel lot. They were looking at 81,000 square feet of paving for 154 spaces. The paving would cost \$258,000 and a detention area needed to be installed. Gisler said the program supported about 350 girls in recreational and competitive softball. He said the association had been waiting for their turn for a parking lot for five years. He noted that the Association had put in other improvements at the Meade Field such as the batting cages and the pavilion. Rapson said paving the parking lot was consistent with the Master Plan. Gaddo agreed.

Salvatore said the \$250,000 would be in full compliance with the landscaping requirements. Rapson said this would be a classic joint effort between the City and County. The City could do the curbing and the County could do the paving. He continued the City should require the same landscaping of itself as it did from developers and it should be funded accordingly. Rapson said to talk to Basinger and work it into the 2003 plan. Salvatore said there was \$50,000 budgeted for the road.

Besseche said the Gerald Reed Memorial Park was originally budgeted at \$30,000. The budget was currently \$99,000. Besseche said an underpass was planned when the road was widened and that would take a portion of the park. Staff had suggested naming the new Westside fire station after Reed instead since there were some problems with the parcel. Besseche said that would pay tribute to Reed and allow the City to do what was necessary with the corner. McMenamin said her concern was that Council had committed to greenspace in his name. Besseche said if the parcel needed to stay a greenspace with a monument that would be fine. Brown said some industrial folks, as well as others, had cited interest in the property. After staff discussions, they wanted to keep the parcel from going commercial. McMenamin said they had also discussed using it as a soft entrance to the industrial park. Besseche and Salvatore said the project was still budgeted. Weed said they had been looking for greenspace and this was space the City already had. Tennant said the City could certainly sell the parcel, but he agreed with Weed. Brown continued that the adjoining property owner, whom he noted was a campaign contributor, had asked about the parcel. His company needed parking space for employees. Rapson commented that the budget in total for the park was \$75,000 and he was not completely sure the City would need the Westside fire station. Tennant said Council was committed to the park, as a memorial for Reed and Council did not want to go back on its word. Gaddo asked if the tunnel would take up an extensive amount of land. Besseche said it would and it would be located near the Cawood property. Tennant questioned why Council was talking about it since the parcel was greenspace and they wanted to keep greenspace.

Brown reported on a meeting with the Coweta County Board of Commissioners on the proposed extension of TDK Boulevard. Brown said if Council wanted TDK as a traffic relief valve, then Council had to make sure Coweta County wanted the same thing. When impediments were put in an area, the ability as a traffic relief valve was lost.

Tennant commented that Council had no control over what the other side (Coweta) would do. There would be some development along the area whether the TDK extension was built or not. Brown wanted to ask Coweta if they had considered access roads in the area to disperse the local traffic off the road. McMenemy pointed out it was still Mutt Hunter's area and he envisioned it as a multi-use area. Developmental Services Director Jim Williams said Hunter was willing to accept the development the property owners wanted to put in the area. Brown said he wanted to develop a master plan for both jurisdictions and wanted to know how long the road would be used as intended.

Besseche reminded Council that all the bids that were submitted for The Gathering Place expansion came in over budget. He said staff would like to re-bid the expansion. Besseche and Gaddo felt the City would get a better price. Besseche continued that there had been some changes to the plan. Gaddo said the plan kept the square footage, but the computer room had been turned into a general programming space. The basement would be used for storage and could possibly be renovated at a later date. Besseche pointed out the basement was not a big expense in the project due to the fall of the land. He added that staff's intended approach was to re-bid the project, with a number of alternatives so there was room for negotiation.

10. Five-Year Staff Plan

Salvatore explained that the Five-Year Staff Plan was another financial tool in developing the operating and capital budgets. Staff had received instructions for no new employees for 2003. Salvatore presented a Power Point presentation (included in the meeting file).

11. Five Year Public Improvement Program (PIP)

Salvatore recapped the major projects and said the usual five percent increases had been budgeted. Fayette County would be taking over some of the road paving, but Salvatore said there would not be much of a savings. Halterman agreed and said the City had to purchase asphalt at the County's price and also provide flagmen and clean-up. Halterman said he would do a detailed analysis of the cost. Brown asked if some things could be sub-contracted for less. Halterman said some of the items were included as part of the cost. Brown asked if the City could employ someone to do the hauling and flagging. Halterman said that would incur an additional cost. Rapson said it sounded like some of the dollars might need to be realigned from the PIP to the operating budget. Halterman said he was trying to work the details out and was working on the agreement now.

Salvatore continued that the City had received grant funding for the Highway 54 culverts and utility relocation. Brown added staff was talking to the Department of Transportation (DOT) about picking up the cost of the Georgia Power relocation. Salvatore said the library expansion would depend on the availability of grant money from the state. Gaddo said he had talked to the state and there were no promises. Most of the grant packages had been turned in years ago and the City had to get in the queue.

Wayne Roberts, president of the Wynnmeade Homeowners Association, reported that the subdivision was getting \$20,000-\$25,000 from Ultima for the playground, which was about a third of the cost.

Halterman reported that the City would find out this year if there were a savings in letting the County do the street resurfacing. The City received \$144,000 in LARP (Local Assistance Road Program) funds this year, the most ever. Halterman continued that cart paths were included in the budget every year and were constructed when the need arose. Rapson asked about the possibility of putting paths to the Starrs' Mill school complex. Halterman said the City had put paths in to the properties and the school system had paid the cost. Rapson felt it would be good for the City's relationship with the school board to put in a cart path.

12. Update on Proposed System for Televising Meetings

Technical Support Manager Matt Robinson presented a PowerPoint on the hardware that would be needed to televise Council meetings. The RFPs were sent February 18 and returned on March 3. Two companies responded. Brown said a meeting had been held with two AT&T engineers who laughed at the costs given in the RFPs. The engineers were going to break down the costs and give the City a realistic price. Robinson said both companies would give a presentation so staff could judge the quality of the equipment. The companies were MCSi from Norcross at \$183,830 and Ultimate Security from Fayetteville at \$38,945. Williams asked about the sound system. Robinson said the current system was old, but in good shape. He added that there needed to be some training for the employees who use the system. The audio feed would come out of the current system. McMenamin said she would like a total price and staff requirements. Robinson noted that the equipment would be too much for the recording secretary to handle and another person would be required at meetings to handle the equipment. The actual broadcast would be tape-delayed. McMenamin asked if there would be any editing and Robinson said no. Tennant said he would like to see the Planning Commission meetings taped and broadcast also. Weed said that he supported anything that got the message out, depending on the cost, but there were other things that were more important. Tennant commented that this project affected everybody and brought government to the people. Weed said when it came to dollars and cents he would rather spend the money on other things since people could attend the meetings. Brown said the costs would be pared down and that Council might see corporate sponsorship of the broadcasts. McMenamin felt there was no interest for the broadcasts in the community, but said she was willing to look at the matter. Tennant disagreed and said he had talked with residents in all walks of life and who liked the idea. McMenamin pointed out there would be no public input and that the action would have already taken place. Tennant said it was strictly to let people see what happened. Rapson said he agreed with Weed. The broadcasts would provide information for the citizens and a cost from \$0 to \$30,000 would be agreeable, but not \$180,000.

13. Discuss Regional Fire Training Center

Fire Chief Stony Lohr gave a PowerPoint presentation for a plan for a proposed Accredited Training and Certification Organization (ATCO) facility. It would be a regional facility designed to support the City all the time. Lohr said the purpose of the facility would be to train firefighters to national requirements. Brown asked if there was a problem with another jurisdiction using the facilities and paying a fee. Lohr said there was not, but the jurisdiction would have to follow certain criteria. McMenamin asked if the facility could be given regional training center status. Lohr said the facility would have to meet classroom requirements. Weed asked if the facility would help with ISO ratings. Lohr answered yes, but said the biggest reason for the facility here would be to help train the City's professional/volunteer department.

14. Discuss Traffic Calming Devices

Besseche gave a PowerPoint presentation on the types of traffic complaints received by the City and on traffic calming devices. Staff identified 14 streets to consider for such devices. The list includes Bluesmoke Trail, Bridlepath Lane, Crabapple Lane West, Golfview Drive, Hip Pocket Road, Kelly Green, Pinegate Road, Planterra Way, Smokerise Trace/Point, Sumner Road, Terrane Ridge, Willow Road, Walnut Grove Road, and Wynnmeade Parkway.

Many interested residents attended the meeting including Mr. and Mrs. Pete Fritts, Mr. and Mrs. Woody Joyner, Greg Francis, Mr. and Mrs. Grady B. Stone, Skip Mason, Mr. and Mrs. Owen Cook, Marlene Fulkerson, Nancy Nelms, Marilyn Smith, Wayne Roberts, Alvin Baird, David Cree, Gary Ricards, Mr. and Mrs. Robert Fernbacher, Molly Kuebler, Judy Henson, Kevin Forkin, Doug Gunden, Al Moore, Robert Graham, Michelle Gillespie, Joe Keubler, Walter Mashburn, Mr. and Mrs. Larry Baskin, Ken Fork, Mr. and Mrs. Mark Sturgill, Esther Moseley, Don Scartz, Clyde and Mary Louise Finley, Mr. and Mrs. Roy Henson, Mr. and Mrs. Dominic Pileri, Robert Garrard, Mr. and Mrs. Al Corry, and Walter Alewine.

Most of the residents addressed the speed of the drivers as the primary problem in their respective neighborhoods. Golfview residents noted there were no sidewalks or cart paths on their street, which was an additional danger for pedestrians. Golfview residents told Council that although there had been no serious, or fatal, accidents on the street, there had been a lot of property damage from accidents such as destroyed mailboxes and landscaping. The residents also told Council that drivers would pass slower vehicles and some of the property damage was the result of drivers trying to avoid head-on collisions.

Chief Lohr addressed problems with traffic calming devices for emergency vehicles. He pointed out that some traffic calming devices would adversely impact emergency response, patient care, and would damage emergency vehicles. Chief Murray told Council the number one call to the Police Department was about speed. He gave the most recent statistics on speed and the number of cars that travel on Golfview. Murray said he supported the use of traffic calming devices, but there needed to be a long-term plan to keep neighborhoods safe. He added that the plans might be different in various parts of the City.

Brown stated that, while several areas had legitimate concerns, Golfview Drive should be given priority because of "thrill hill," the road curves, the number of incidents and the substantial senior citizen population. Brown continued that the proposed problems with emergency vehicles could be solved by possibly re-routing them.

Tennant suggested making the Golfview loop a one-way street. He said that would discourage cut through traffic as well as providing an area for pedestrians and golf carts. It would also discourage passing on the residential street, which has some geographical obstacles such as a steep hill and blind curves. Council agreed to have staff collect data, meet with each other to look at options, and then make recommendations to Council.

15. Discuss Establishment of Prerequisites for All Commission Positions and Multi-jurisdictional Training – Moved to the end of the agenda

16. Discuss Council Member Weed's List of Topics

Consider Creating a Dog Park

Weed commented that several of his topics had been covered during the day's discussions and noted there were just a few items left. Weed said that dog parks were becoming well known in the state and could be as simple as a fenced-in area with signage. Weed said there was a liability issue, but the liability would be the same as any other City facility. Weed said he thought a dog park could be done effectively. Tennant and Rapson asked Weed if he had a location in mind. Weed said he would like to go over possible sites with Gaddo. Tennant asked what would happen when the dogs got excited and there was a conflict. Weed said the master was expected to maintain control over the dogs. Brown commented that he had had some experience with dog parks. If the dogs could not be controlled, the dogs were not allowed back in the park. Carol Fritz told the Council Members that the idea had also been proposed a few years ago and she and Basinger had researched the possibility. They found that dog parks that were initiated and done by the dog owners were the most successful. The dog owners determined the rules and dogs and owners that did not play by their rules were not allowed to use the park. Fritz added that the City could provide the land. McMenamin suggested Judy Kilgore would be a good person to serve on a dog park committee. Weed said that a public/private partnership would be a good way to do it. The Humane Society had volunteers that were interested in a dog park project.

Participate in "Georgia Better Home Town" Program

Weed explained that the Georgia Better Hometown Program was an offshoot of the Mainstreet USA program and described the program as a "less expensive cousin." One of the criticisms he had heard of the City was the fact there was no central area for downtown. He saw the program as a way to provide a forum to develop a vital City center. There were qualifications for the program, which was designed for cities with populations of 10,000 and below. Weed continued that the program could serve as a way to work with sister cities Woolsey, Brooks, and Tyrone. Weed noted that at least a part-time employee paid no less than minimum wage was a requirement for the program. Weed also saw participation in the program as an avenue to foster relationships with UGA and the Department of Community Affairs (DCA). McMenamin said all the County's cities had been invited to the April 9 Association of Fayette County Governments meeting to give a presentation on their activities. She hoped to have a Fayette County Week with a round robin of activities available. She asked Weed if participation in the Hometown program would dilute the City's village concept and how it would affect Drake Field and City Hall Plaza. Weed agreed it was an important caution.

Enforce Local Ordinances to Prevent Crime and Enhance Property Values/Noise Abatement

Weed referred to a Georgia model statute that dealt with nuisance abatement. He wanted the City to consider adopting Title 41, which allowed the City to prosecute nuisances and deal with them in Municipal Court. He said the Code section would allow the City to deal with issues such as drug problem houses and unsafe housing. Lindsey pointed out that the City was doing some of the things addressed in the Code, but not all and should look into it. Tami Babb, Code Enforcement, told Council unsafe residences were looked at under City ordinance. Weed suggested using all the tools in the toolbox and cited state codes that would help. Weed said the best part about using state law was that the City would get paid when the property was sold on the courthouse steps. Lindsey pointed out that the City had adopted the Standard Unsafe Building Code a few years ago. Weed said the process he was proposing cut the time and notice provisions of that Code in half. Babb said the City had three houses that were demolished because they were unsafe. The notices were sent to owners with a 45-day deadline. She said the City worked with the owners to get the necessary work done. Lindsey said

most people resisted, but worked out the repairs. He agreed with Weed that the problem was not going to get better. If more could be done, then why not do it? Weed continued that the state law had a variety of paths that could be taken and the Standard Unsafe Building Code could also be used. Police Chief Murray said the police could also get involved and pointed out there would be issues in the future in two or three neighborhoods. Rapson said his biggest concern was that when the code violators were taken to court, the State Court might have a more lenient judge. If the judge did not back up the City, then the meat was taken out of the violation.

Initiate Easy Access to Local Government

Weed said he would like to hold meetings in the neighborhoods. He noted that as long as notice was given, there was a quorum, and there was someone to take minutes, a meeting could be held anywhere. He said he wanted to give the idea serious consideration and that the newer members of Council wanted to make public access easier. McMenamin said she would agree to hold a workshop somewhere else, but she felt continuity was more important and that official meetings should not be moved. McMenamin said a workshop in a neighborhood might be a good idea when there was an item with a lot of discussion. Weed stated he would like for Council to think about the idea along the lines of how Council can take government out to the public. Council discussed some members attending homeowners association meetings to help communicate with residents.

Create a Local Scottish Festival Promoting Our "Scottish" Named Villages

Weed said one of the basic functions of government was to provide a higher quality of life than people would have otherwise. One way to do that was to hold festivals, which helped with the economic impact and brought people to the City. Tennant said he thought it was a great idea and added that the annual Shakerag festival was a lot of fun. He said Weed's idea was more entertainment than arts and crafts.

17. Update on Electronic Public Services Initiative (On-line Services)

System Administrator Brad Williams updated Council on the City's on-line services. Present services included VELO-City, Recreation registration, discussion forums, AT&T complaint forms, and Municipal Code ordinances. Williams said VELO-City was the "Virtual Entrance to Locate and Order" City services. On-line recreation registration began about five months ago and about 35-45 credit card registrations were processed per month. Williams pointed out this was the City's first experiment on taking credit card payments. They were still taking feedback, but overall the program seemed to be going well. A discussion forum was set up for the Moratorium Committees. Williams continued that AT&T let the City put the complaint form on the website at the height of the complaints. Residents could enter all the information on the form and a copy was e-mailed to AT&T and to the City. The form was working well. Williams added that when different departments ran surveys the survey was placed on the website so residents could respond.

Williams continued that future on-line services would include the Planning Commission and Council minutes. The minutes would be searchable by key word. His department was in the process of archiving everything on-line. They were working on traffic citation payment, but Williams pointed out that was more involved than recreation registration. Williams said they were also working on putting accident reports on-line so people would not have to go to the Police Department to get them. Murray said putting the accident reports on-line would alleviate a lot of the walk-in traffic at the Police Department. Williams said they were also working on cable casting the City meetings on Cable Channel 23.

Weed discussed his idea for an information kiosk with Williams and Robinson, who supported the idea and will continue to look into Weed's suggestion.

18. Study Circle/Focus Group for Teens

Gaddo said the City had looked at teen center since 1988. The City had tried and private industry had tried to get a teen center to work. Now, staff wanted to approach the issue from the perspective of what the needs were.

Brown reported on a man who did a master study for the City of Decatur. Brown said he saw the study at an ARC meeting and that is was a very good document. The man came up with different study groups of mixed demographics. The study circles came up with suggestions the government and staff had never thought about.

Gaddo continued that a study circle was comprised of 8-12 people and as many as 200 people could be involved. The groups were led by a trained facilitator who was a resident trained by the master facilitator. The entire group met once at the beginning of the study and once at the end, and then an action plan was developed based on the findings and suggestions of the study circles. Brown added that once there was a set of well-trained facilitators, they could be called up again for other issues.

McMenamin said the YMCA might have some trained facilitators and added that the Commission on Children and Youth was set up using the same type of forum. Gaddo said the follow through was most important. The CCY lost focus. The study circles normally took about three months to complete the process, but the amount of time depended on the issues.

Gaddo introduced Andrew Pope, a volunteer with youth. Pope asked who would serve on the study circles and how they would know about teen issues. McMenamin said teens were incorporated in the earlier forums. Brown said he did not want all teens in the study circles, but a mixture of demographics. As the circles came up with solutions, everybody bought into them and helped create the solution. Gaddo added that mixed demographics also developed mutual understanding. Pope asked how an action plan would be carried out. Brown said there were a variety of ways. In Decatur, a strategic plan was part of the final solution, which went back to the elected officials who assigned it to a specific department.

Tennant said Brown's concept was the right approach. He felt strongly there was a significant void for teens in the community. Tennant continued there needed to be a buy-in all the way around and he had a list of people willing to become involved. Gaddo pointed out that all of the study circles would be made up of the same demographics.

19. Discuss Citizens Comments on City Flag

Gaddo said about 81 comments had been received and they were overwhelmingly negative. He brought the question back to Council to see what direction they wanted to go. He introduced Dave Waggoner and his grandson, Dylan. Waggoner brought in a drawing of his grandson's when the City first started talking about a flag. Dylan gave each of the Council Members mock-ups of his drawing and explained what it meant. Weed commented that Dylan's flag was very appealing.

15. Discuss Establishment of Pre-requisites for All Commission Positions and Multi-jurisdictional Training

Brown said he was thinking of the Planning Commission when he thought about this. The Planning Commissioners had a lot of responsibility and made decisions that impacted the City for a number of years. On-the-job training in such a position was not the way to go. Brown said residents could take the training as a pre-requisite, and then apply for a commission/authority position, or the appointment date could be moved forward so appointees could take the training before their terms began. The ARC offered training classes. Brown felt the training would help the commissioners be more confident in their decisions. He also suggested some annual training classes to keep them up-to-date.

McMenamin agreed that the training would be good; however, she said she would not want a person to not apply because they had not taken the classes. Weed said he did not support training as a prerequisite to applying for an appointment. McMenamin suggested Jim Williams could conduct the training himself. Brown said the ARC would bring the class to the City and that the training was basically Planning Commission 101 and was multi-jurisdictional. Williams suggested letting staff organize the training and pull in experts to assist.

Saturday, March 16, 2002

Airport Authority

Cathy Nelmes, PCAA chair, and Jerry Cobb, PCAA member, attended the retreat along with Airport Director Jim Savage. Jim Toombs and Stan Smith, Falcon Field tenants, also attended. Nelmes gave a PowerPoint presentation on Falcon Field and the airport's master plan. The master plan discussion focused on property acquisition for future airport expansion. The tracts of land were identified on a map. Nelmes said Pathway Communities currently owned the property. Nelmes continued that they kept in touch with Pathway and that the development company wanted the property used for aviation. Jim Williams agreed, and added that if there was no opportunity for the PCAA to buy the property for 20 years then Pathways would have no choice but to market the land. She said the PCAA was not willing to borrow the amount of money needed to purchase the property, but there was grant money available through the FAA. However, the FAA was concentrating on building runways not land acquisition at this time. Rapson suggested Council send a letter of support to the FAA on the land acquisition. McMenamin suggested a fly-in of the County's representatives in Washington to ask them to get the FAA to release the funds. Another concern was the paving of Stallings Road.

Development Authority

DAPC Chairman Tate Godfrey, members Belinda Sward, Bob Brooks, Scott Bradshaw, Doug Warner, Brian Palmitessa, and Executive Director Virgil Christian attended the retreat. Christian gave a presentation on the Amphitheater and Tennis Center and brought Council up-to-date on the concert series preparations and Tennis Center construction. Godfrey reviewed the DAPC's activities over the last year, as well as a review of current activities. Chris Clark of the Fayette County Development Authority then presented a plan to open a university center in the Tennis Center with Clayton College and State University in the fall. Weed suggested putting the matter on the March 21 agenda for Council to consider providing funding.

Water and Sewerage Authority

WASA members John Gronner and Ted Taylor attended along with WASA Director Larry Turner and engineer Scott McDonald. Council was treated to a look at problem areas in the system via the sewer cam. McDonald and Turner discussed problem areas and the action being taken to resolve the

problems. Future projects include the Wynnmeade interceptor, work on the Tinsley Mill trunk line, plant upgrades and modifications, increased capacity, and decommissioning the Flat Creek plant. Turner said they were negotiating with Tyrone to check the sewer system in the new John Wieland subdivision. Turner said he was looking at a monthly retainer to perform preventative maintenance, which should take about five hours a week.

Recreation Commission

Recreation Commission members Earl Spell, Johnny Inman, John Connolly, and alternate Beth Andrews attended the retreat. Leisure Services Director Randy Gaddo and Recreation Administrator Sherry McHugh also attended. Connolly commended the recreation staff and pointed out that participation in the City's recreation programs has increased 61% since 1999. The commissioners gave a presentation that looked at the City facilities and costs associated with planned improvements. The commissioners also discussed field usage and rotation. Weed talked about his idea for a dog park and said he would like one of the recreation commissioners to go with him, Gaddo, and the Humane Society when the group scouted possible locations. Other issues included safety and security, as well as a review of user fees.

Library Commission

Library Commission Chairman Chris Clark, Commissioners Marie Washburn and Julie Oldenburg, and Library staff members M.T. Allen, Jill Prouty, and Janice Dukes attended the retreat. Clark presented an update on the Library and said the Library was in good shape. The master plan was on track and the financial status was good. Clark continued that they had hoped to start working on the building expansion in 2002, but that the state had said no to its funding and it might be three years or longer before state money would be available. Clark said they were looking at grants and corporate sponsors to help get the necessary funding. To help with space constraints, the Commissioners asked Council to restrict the use of the Library's meeting room to non-profit groups. McMenamin said she would prefer the Library Commission made the decision on use of the space, but to make the policy clear to the public. Rapson said the commissioners also needed to look at the CAR and change it. Clark said they would come back with a written change. Salvatore suggested the possibility of having a virtual library with commonly used reference materials put on-line. Prouty said she was attending a meeting during the next week on E Explorer. Salvatore said that might be a resource that could be used. Gaddo and Clark both said some things at the Library did not lend themselves to electronic access and people still needed to come to the Library.

Planning Commission

Planning Commissioners Wes Saunders and Robert Ames attended the retreat along with staff members Jim Williams, David Rast, and Troy Besseche. Williams gave a presentation on the Planning Commission's activities over the last year. Saunders went over the Commissioners' goals and objectives. One of things the commissioners would look at this year is zoning, which Saunders said was a natural follow-up to the Land Use Plan update. The commissioners would also look at redevelopment and what the City would need as far as ordinances. The Planning Commission would also look at changing the meeting format to one workshop and one meeting per month.

Rast updated Council on the LCI. The City had already received two grants for use in the Highway 54 area. He said he was waiting for word on a DCA grant and that staff planned to go after any grant they could for funding in the corridor. Rast continued that the Overlay Committee had a charette on

March 9. Doug McMurrain of RAM Development, the major landowner on the north side of Highway 54, brought in a consultant, to see how things would work on his property. Rast continued that if the overlay plan was acceptable to the property owners on the north side, then staff would go to the owners on the south side.

Rast continued that the Tree Ordinance Committee was having some great meetings and was at the point where they wanted to incorporate some of the suggestions into ordinances. The changes included maintenance guarantees for plant material, sizes of plantings, and tree removal. All revisions would go to the City Attorney. Williams added that the City Attorney would look over the revisions before they went to the Ordinance Clarification Committee so he could look for any legal problems. The committee would look over the proposed revisions, and then the revisions would go back to the respective development committee. Weed said he would also like to look over the material.

Besseche reported that the Storm Water Management Committee had discussed stormwater policy, design standards, and stormwater regulations. The committee expected to forward a recommendation on the ordinance changes within the next four weeks. Besseche reminded Council that Integrated Science & Engineering was preparing a Stormwater Program Assessment, Water Quality Assessment, and Action Plan. Besseche said he thought the committee would be ongoing to guide the City's stormwater program. Besseche said the City's standards would be cutting edge.

Discuss Sub-Regional Planning with Neighboring Jurisdictions

Brown commented that the City obviously shared its borders with several jurisdictions. He said he had discussed the possibility of getting the Planning Commission and City staff together with the Senoia city manager to look at various problems and he was very receptive. He had also offered the City's services to assist with projects. Senoia Mayor Cleveland had already brought up the possibility of working together with DOT to do something at the Highway 74/Rockaway Road intersection. Brown said he would also like to communicate with Tyrone since the cities shared Highway 74. He continued that if the overlay worked well on Highway 54 maybe it could go up Highway 74 as well. Saunders said they had met with Fayette County and Tyrone and they were looking at doing it again. While there were some convergent issues, too many people made the meetings unwieldy. Brown expressed his concern about how rezonings to a higher density affected the school system. He said he had talked to Williams about developing a form that would provide information. McMenamin said the City had always asked the Board of Education for input and received a letter from them. Brown said the letters were poor and did not break down the information statistically. He said he wanted a formal policy in place that made schools part of the criteria the City looked at when projects came up. Carol Fritz told Council that the problem was the Board of Education could not plan ahead for schools. The State did not care where the seats were and the County could not get anything from the State for schools until the seats were past full. John Dufresne continued that the Board of Education reacted to municipal governments' decisions. Dufresne also stated that the problem was not so much Peachtree City, but the County and Fayetteville where they took land zoned for five-acre lots, and then rezoned it and put four houses per acre on it.

Discuss New Senior Housing Classification

Brown explained that senior housing was the kind of housing that could be implemented that did not have a great impact on the infrastructure. He pointed out that the federal government did allow housing discrimination based on age. He said he would like to develop a senior housing classification and allow a tax break for Seniors on property taxes.

Discuss Mandatory Limits on Number of Rental Units in New Subdivisions

Brown said the City Attorney did not think it was possible to do this, but a 20% cap had been placed on some covenants. Lindsey said the City could not require a limit on rentals, but could suggest to developers that a cap on rentals be placed in covenants.

Saunders asked how the County's decision regarding bus service affected the City regarding the loss of highway money. Brown said it would not have had a lot of effect in the first place since \$13 million would not go that far.

Retreat adjourned at 3:15 p.m.

Jane Miller, City Clerk

Stephen D. Brown, Mayor

Pamela Dufresne, Recording Secretary