



**CITY OF DAHLONEGA
WORK SESSION
JUNE 16, 2016, 4:00 PM
MINUTES OF MEETING**

The Dahlonega City Council met Thursday, June 16, 2016 at 5:45 p.m. at City Hall for a Work Session. Present at the meeting were Council Members Michael Clemons, Roman Gaddis, Bruce Hoffman, Ron Larson, Sam Norton, Mitchell Ridley and Mayor Gary McCullough. Staff present were City Manager Bill Schmid, City Attorney Doug Parks, Public Works Director Mark Buchanan, Planning Director Chris Head, DDA Director Rebecca Shirley and City Clerk Kimberly Smith.

CALL TO ORDER

Mayor Gary McCullough called the meeting to order at 5:45 p.m.

Budgeted Capital Improvement - Purchase Water Treatment Plant Computer Replacement

City Manager Bill Schmid said this is a budgeted item from a sole source vendor, but due to purchasing requirements will require official approval from Mayor and Council.

Mayor McCullough directed City Clerk Kimberly Smith to place the item on the consent agenda on the July 11, 2016 Council Meeting.

Date of Ad Valorem Property Tax Millage Rate Publication and Hearings

City Manager Bill Schmid referred Mayor and Council to the outline of the budget in their agenda packets. City Manager Schmid told the Council that the outline includes key dates such as dates for public hearings that will be necessary if there is an increase in the millage rate.

City Manager Bill Schmid introduced Melody Marlowe to the Mayor and Council and told everyone Ms. Marlowe will begin as the City of Dahlonega's Finance Director Monday June 20, 2016.

City Manager Schmid told the Council that the budget has expenditures in four categories personal services, purchased services, supplies and capital expenditures. The budget will be presented in format similar to the format the mid-year budget review and adjustment were presented which is less cumbersome than dealing with each line item separately which results in large binders of information.

There was discussion regarding the Council involvement in the budgeting process. Mayor McCullough appointed Council Members Larson, Gaddis and Clemons to serve on the budget committee.

Council Member Norton said in the past the Council set policy to adopt the budget thirty days in advance of the beginning of the fiscal year and asked if that will be possible. City Manager Schmid replied the intent is to adopt the budget at the first meeting in September.

Discussion ensued regarding the deadlines for tax assessment appeals and the tax digest being available for budgeting purposes. City Manager Schmid told Mayor and Council that public hearings on the millage rate would only be necessary if the rate increases higher than the rollback rate.

Resolution 2016-9 a Resolution Regarding Minutes of Executive Session

City Attorney Doug Parks said this resolution puts in writing the process that is already in place and has provision for the City Clerk or whomever the Council appoints at the time, to take minutes of and be custodian of minutes of executive sessions.

Mayor McCullough directed Resolution 2016-9 to be on the July 11, 2016 Council Meeting for approval.

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Banking Contract Extension

City Manager Schmid told Mayor and Council that the banking contract extension exercises a two-year renewal option on the existing banking services contract between the city and United Community Bank, provided any changes to terms and conditions be mutually agreed upon by both parties.

Mayor McCullough directed the banking contract extension to be on the consent agenda for July 11, 2016.

Capital Asset Policy

City Manager Schmid told Mayor and Council that this policy has been discussed and agreed upon and needs formal approval of Mayor and Council.

There was discussion regarding the policy being in line with other municipalities.

City Clerk Smith said Finance Director Sabrina Cape asked her to request that the policy be retroactive to October 1, 2015.

Mayor McCullough directed the Capital Asset Policy to be on the consent agenda for July 11, 2016.

Preliminary Discussion of Law Enforcement Alternatives

Council Member Hoffman said that the list of options in the agenda packet was a good list to begin with in this process.

There was discussion regarding the county's ability to provide more police presence on the square; a part time police department; difference in enforcement ability of city marshal and sworn police officer; code enforcement; cost of start-up of a police department; and where funding could be obtained.

Mayor Gary McCullough appointed Council Members Hoffman, Norton, Ridley and Sheriff Stacy Jarrard to the Committee for Law Enforcement Options for Dahlonega.

Closing of North & South Public Square parking lots and West Main & Waters Streets on Monday 7/4/16 from 6 am – 8 pm for vendors and Fourth of July events.

Chamber President Amy Booker addressed Mayor and Council regarding the need to close West Main Street and Waters Street on July 4th for safety reasons due to the Kids Zone being in the parking lot of the college and closing the North and South Square Parking lots on July 4, 2016 from 6:00 a.m. to 8:00 p.m. The consensus was approval for the requested closures with the city engineer being in charge of laying out the detour route for the closings and placement of signage.

City Manager Comments

City Manager Bill Schmid said that the intent is to use a local firm, Davis Engineering as the consultant for Sky Line Water Line Replacement.

City Manager Schmid said he is bringing to the Council as a point of information the Sanitation Fund is not self-supporting, mainly due to the cost of the recycling program. This will be brought to Council again with recommendations of potential rate increases and other options to balance this fund. There was discussion regarding the amount of recycling in tonnage in comparison to the total tonnage of garbage and the necessity to budget for depreciation. City Manager Bill Schmid said he will be providing Mayor and Council a proposal with costs and rate recommendations.

City Manager Schmid said the water and sewer fund is currently subsidizing customers that have grinder pumps and he will be bringing a recommendation to council for a charge increase for grinder pumps.

There was discussion regarding the life of a grinder pump, the initial intent to put grinder pump fees into a separate fund; grinder pump charges being comingled with general fund monies in error for many years; the up-front cost to the customer for a grinder pump and current cost of replacement of a grinder pump.

City Manager Schmid said over time there have been incremental amendments to the zoning map. The changes will be consolidated into one version by ordinance that will include a few other minor changes and that will be forthcoming to council for approval.

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City Manager Schmid told Mayor and Council that the need for additional space and offices at city hall could be resolved with remodeling and expansion of the existing building or purchase of an additional modular unit. City Manager Schmid said there is currently a lead on a doublewide unit for \$9,500.00 and the unit would need a new roof. The council consensus was to pursue this lead.

City Manager Bill Schmid said short-term changes to parking were discussed at a meeting with University of North Georgia, the meeting was a good meeting with the college. The Convocation Center being built at the college will include a parking deck that will have a net gain of two hundred spaces and will open in 2018. Other options that were discussed were park and ride, bicycling and housing within walking distance. City Manager Schmid said he is looking at what to do now and before the students return in the fall attempting to figure out a plan that nets the most spaces with least problem.

Mayor McCullough brought up the possibility of Jerry Sullivan coming to meet with council to tell them all that is going on at the college. Mayor McCullough said that the college is looking at and doing everything they can to alleviate the parking problem including off-site parking that has shuttle service and exploring signage that will let students know which lots are full.

Council Member Hoffman asked for an update from the Historic Preservation Commission meeting. Greg Finan of the Dahlonega Nugget gave a summary of the meeting. Mr. Finan said the plans that the HPC had been working on with Ms. Garrett were not the plans presented at the meeting. Mr. Finan said it appeared the biggest problem the HPC has with plans presented were that they did not want the building to look like one large building and did not want the building to have multiple window heat and air units.

City Manager Bill Schmid said a variance will be necessary on the number of parking spaces once the plan is approved by HPC.

The work session meeting adjourned at 6:05 p.m.

Respectfully Submitted,

Kimberly A. Smith