

Memo

To: Mayor and City Council
From: Joel Lanken
CC: Administration Staff
Date: 1/27/2012
Re: Work Shop Minutes, 1/26/12

Participants: Mayor Oswalt, Council Members J.B. Sowell, Yvonne Kelly, Bobby Williams and Dwight Ginn. City Architect Allen Collins, Katherine Dodson, City Manager, City Treasure, Chief of Police and Public Works Director.

The City Architect presented choices of colors and textures for the exterior of the community center now under construction. The decision was made by the City Council to add the metal roofing back to the Community Center project at a cost of \$2,200. The Vented Cupola cost would be provided at a later date.

The following exterior colors were picked for the Community Center and approved by all members of the City Council.

1. Roofing –weathered brown/black Architectural shingles
2. Seam Metal roofing – green
3. Shutters- green
4. Trim- white
5. Lap siding- tan/beige
6. Synthetic stone- match columns at park (beige/ brown mix)
7. Brick- reddish / brown/beige (mixed)

Colors to match Architects drawings on file in Community Center file page 7

Also approved was the removal of several trees (sweet gums, poplar) from around the area of the Community Center.

Katherine Dodson presented her views on the different approaches for determining costs and benefits as it applies to assessing group medical hospitalization policies and premiums. She has a wonderful background on this subject and will be a resource for the administration and Council in this regard.

The City Manager has invited Bill Eissler from J. Smith-Lanier Insurance, the City's Broker to meet with the Council during a Work Shop Session to explain the methodologies used in going to market for our group insurance proposals.

The City Manager presented an update from City Attorney Mike Williams on the County's Election Department wanting to charge the City between \$800,000 and \$100,000 to perform

its elections in the future with the exact location for its polling place within the City still not agreed upon. The Mayor stated that he would take this project on and speak directly with the Chairman of the County Commission regarding this highly inappropriate position.

The City Manager went over the list of the administration's goals and objectives for 2012 and because of the length and magnitude of these initiatives it was agreed that special work shop meetings can be called twice per month as a means to keep the Council fully informed as a precedent to it producing the necessary official policies flowing from these initiatives.

A photo compilation was presented to the Council on all the dilapidated commercial property in the City with various administrative actions aimed at provoking thoughts and actions aimed at correcting these eyesores.

The Chief of Police presented a list of the economic advantages in applying \$10 to each traffic ticket written and how the funds can be used to offset technology, software and computer hardware expenses as it applies to police and court operations.

This measure could produce as much as \$30,000 annually which will relieve the general fund from these kinds of earmarked expenditures in the future. An Ordinance will be prepared for the Council's passage during its regular meeting in February.

A letter of retention for the services of Michael Brown, Mediator was circulated which was approved by the regional cities as it applies to LOST and the County Delivery Service Agreement.

The City Manager discussed the proffering of Exception Reports in conjunction with cost containment initiatives as they apply to this year's expenditures. It is important for the Council to be fully informed as we advance through this fiscal year with limited funds by highlighting certain expenditures which appear to be out of the ordinary or exceptional. This includes the examination of any contracts for services which have been in existence for long periods of time to ascertain if there are alternative approaches worth exploring.

It was pointed out that last fiscal year there was a surplus of \$230,000 whereas this fiscal year there is a projected surplus of \$77,000.

With revenues trending downward and expenses trending upward it produces the need for quality controls, fiscal controls and cost containment initiatives taking a high priority and with it the need for Exception Reporting to the City Council.

A formal comprehensive purchasing policy was presented to the City Council which was prepared by the University of Georgia's Carl Vinson Institute of Government as a means to further address Cost Containment this fiscal year. The author's of this proposed policy will be invited to meet with the City Council prior to the final draft being presented for a formal Resolution of adoption.