

## Minutes

### WORKSHOP OF THE LAKE CITY COUNCIL

MARCH 22, 2012

**Participants:**

**Mayor Oswalt, Councilman Williams, Councilwoman Kelly Councilman Ginn, City Attorney Fincher, City Manger Lanken, City Treasurer Tripp, Police Chief Colwell, Public Works Superintendent Robinson, Bill Robertson, Urban Planner, Charlie Griswell, Sang Nguyen.**

**Paula Sanford presented the Lake City Purchasing Study for Council consideration. The City manager will bring the matter before the Council at its April 9<sup>th</sup> meeting to adopt the policy by formal resolution.**

**Jimmy Whitaker presented an overview of the 2011 Audit Report which illustrated a healthy reserve balance but raised caution regarding the continued payment of debt service from reserves in addition to a fall off in the SPLOST fund. Discussion followed with an idea of refinancing the city hall debt service which the City Attorney will look into.**

**Treasurer Tripp presented the first Quarterly financial report which showed an overall approximate balance between revenues and expenditures. Because of the large amount of the water bill due to a leak it was suggested that the City request a rebate from the Clayton County Water Department.**

**City Attorney Fincher and Eric Beckman discussed the Codification of Ordinances. A motion was made by Councilman Ginn, seconded by Councilwoman Kelly to authorize the City Attorney to execute the contract with its vendor in the approximate amount of \$12,000 to codify the city's ordinances for the first time since 1994. The measure passed unanimously**

**City Manager Lanken discussed the need for reassessment of certain sidewalk repairs whereby it was agreed that some locations will be repaired by public works personnel and other more serious repairs will be bid out to local vendors for quotes.**

**City Manager Lanken discussed the need to replace the current consulting contract with Gerald Garr to one that is on a need only basis at an hourly rate. Councilman Williams made a motion to authorize the new agreement, seconded by Councilwoman Kelly and it passed unanimously.**

**City Manager Lanken presented an Ordinance authorizing GMA to handle the City's Health and Dental Insurance effective May 1, 2012. Councilman Ginn moved for adoption with Councilman Williams seconding the motion. The measure passed unanimously.**

**City Manager Lanken introduced the following Job Descriptions with the explanation that all city employees now have formalized job descriptions for the first time. It was agreed that these job descriptions will be presented for formal adoption at the Council's meeting on April 9, 2012**

**Public Works Employees  
Code Enforcement Officer**

**Police Patrolman  
Police Sergeant  
Police Corporal  
Police Lieutenant  
Police Detective  
Police Captain  
Police Evaluation Form**

**City Manager Lanken introduced a draft of a proposed Newsletter. It was agreed that the newsletter will be published quarterly and that the City Manager would circulate several drafts to the Council and Staff for input into its content.**

**City Manager Lanken discussed the Ad Hoc Redevelopment Committee and its agenda for March 28, 2012 meeting which included**

- a) Citations and FAQ reference the commercial property registry**
- b) Logistics Companies**
- c) Consortiums with Forest Park, City of Morrow and Clayton State University**
- d) North Parkway Sewer Feasibility Study**

**Chief Colwell concluded the meeting with the following remarks:**