

AGENDA
WORK SESSION

JULY 13, 2015
6:00 P.M.

CONVENING OF THE COUNCIL:

Discussion items:

1. Proposal from ESU for Christmas Decoration Bracket Installation
2. Approval of Settlement
3. Approval of Call for Election Ordinance
4. Approval of the Resolution- Appointment of Election Officers
5. Approval of June Minutes
6. Approval of June Financials
7. Community Development Update
8. Approval of Consent Agenda for the July 20, 2015 Council Meeting
9. GCPD June Update

EXECUTIVE SESSION:

RE-CONVENE REGULAR WORK SESSION:

ADJOURNMENT OF WORK SESSION:

**ORDINANCE
CALL FOR MUNICIPAL ELECTION
CITY OF GRAYSON, GEORGIA**

The Mayor and Council of the City of Grayson hereby ordains:

Notice is hereby given that an election will be held in the City of Grayson, Georgia, on Tuesday, November 3, 2015 at the Grayson Senior Center, 485 Grayson Parkway, to elect two members of the City Council. The terms of office for Mayor Allison Wilkerson, Post 2 Council Member Trenton Arnold and Post 4 Council Member Linda Jenkins expire on the first Monday in January 2016 and their successors are required to be elected in the municipal election scheduled for November 3, 2015; and All persons desiring to run for the office of City Council Member shall qualify in the office of the City Clerk of the City of Grayson located at City Hall, 475 Grayson Parkway, Grayson, Georgia, beginning at 8:30 a.m. on Monday, August 31, 2015 and ending at 4:30 p.m. on Wednesday, September 2, 2015. Those desiring to run for City Council Member shall pay a qualifying fee of \$10.00. Qualifying fee shall be paid at such time of qualifying. If any person whose name is not on the municipal registration list desires to vote at said election; he or she shall register, on or before 4:30 p.m. on October 5, 2015. Registration forms are available to register in the office of the City Clerk, or before midnight, at any other authorized location, and

Any person who is presently registered as a voter in said City but who now resides outside the city limits is not eligible to vote in said election. All duly qualified electors of the City of Grayson, Georgia, are urged to participate. Those qualified to vote at said election shall be determined in all respects in accordance and in conformity with the laws of the State of Georgia, and

Polls will open for this November 3, 2015 election at 7:00 a.m. and will close at 7:00 p.m. at the Grayson Senior Center, located at 485 Grayson Parkway, Grayson, Georgia. Computation of votes cast in the November 3, 2015 election will be conducted in the Grayson Senior Center at time poll closes. If no candidate receives a majority of the votes cast, a run-off election shall be held between the candidates receiving the two highest number of votes. Such elections shall be held not earlier than the twenty-first day after the day of the first election. The election shall not be held earlier than the twenty-first day after the day of the first election. The Georgia Election Code of the State of Georgia and the City Charter governs this and all City of Grayson elections. A copy of the ordinance and/or resolution calling for the election is on file, together with other relevant documents, for inspection at the City Clerk's Office, 475 Grayson Parkway, Grayson, GA., between the hours of 8:30 a.m. and 4:30 p.m. Monday through Friday. For additional information contact the City Clerk's office at 770-963-8017.

IT IS SO ORDAINED THIS 20th DAY OF JULY, 2015.

Mayor

Councilmember

Councilmember

Councilmember

Councilmember

Attest: _____

**RESOLUTION
APPOINTMENT OF ELECTION OFFICERS
CITY OF GRAYSON, GWINNETT COUNTY GEORGIA**

WHEREAS, a municipal election within the City of Grayson is scheduled for November 3, 2015; and

WHEREAS, the Georgia Election Code requires that the Mayor and Council appoint certain officials prior to the election – including a superintendent, Poll Manager, Chief Registrar, and an absentee ballot clerk;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Grayson effective immediately upon adoption, as follows:

SECTION 1. APPOINTMENTS 21-2-90 / 21-2-91

Mrs. Laura Paul-Cone is hereby appointed to the position of Municipal Superintendent, Absentee Ballot Clerk and Chief Registrar, and Mrs. Libbey Smith as Poll Manager. Superintendent to choose qualified poll workers as per 2003 GA Code and Rules of the State Board Election Book 21-2-90.

SECTION 2. COMPENSATION OF ELECTION WORKERS 21-2-98

The compensation of managers and clerks serving in elections shall be fixed and paid by the governing authority. The compensation shall be \$450.00 for Poll Manager and \$225.00 for the Poll Workers. Absentee Ballot Clerk, Superintendent and other assistants to be paid for hours above the regular eight hours at overtime rate.

SO RESOLVED THIS 20th Day of July, 2015.

ATTEST: _____

Mayor

Councilmember

Councilmember

Councilmember

Councilmember

**OFFICIAL MINUTES
CITY OF GRAYSON
WORK SESSION
JUNE 8, 2015**

ATTENDANCE: Mayor Allison Wilkerson, Council members Linda Jenkins, Laurie Anderson, James Gillespie and Trenton Arnold. City Planner, Steve Sappington. Community Development Director, Gail Lane. City Administrator, Laura Cone.

Mayor Wilkerson called the meeting to order at 6:03 PM on Monday, June 8, 2015.

The following items were discussed in the Work Session:

1. **Repair/replace City Hall Flag Floodlights-** Mayor Wilkerson explained that a driver hit one of the lights and the insurance had paid the claim for the replacement. Discussion regarding changing to LED at a cost of \$3109. Item to be added to Consent Agenda for June 15, 2015 meeting.
2. **Audit Reports-** Discussion regarding Workman's Comp Insurance. Laura Cone to look into.
3. **Update on Renovations-** Mayor Wilkerson stated that the renovations were complete with the exception of a few punch-out items to be done in July. All payments complete.
4. **415 Pine Grove Avenue Update-** Mayor Wilkerson stated that the building has been gutted. Laura Cone to add to insurance. Nicholas Moff to cover windows with paper. Newsclapers will continue to maintain landscaped areas inside the fence in exchange for using the parking lot.
5. **Lawn care at 415 Pine Grove Avenue-** Chelsea Gardens proposed a price of \$200/month to maintain the areas outside the fence. Item to be added to Consent Agenda for June 15, 2015 meeting.
6. **Purchase Card Policy-** Laura Cone to authorize City Attorney to revise policy for City of Grayson.
7. **Noise Ordinance-** Discussion regarding the Noise Ordinance. Laura Cone to consult with City Attorney.
8. **Parking Lot Stormwater Costs-** Discussion regarding various option. Steve Sappington to research further options.
9. **Minutes and Financials-** Mayor Wilkerson asked for Additions, deletions, corrections and questions. Item to be added to Consent Agenda for June 15, 2015 meeting.
10. **Approval of Consent Agenda for the June 15, 2015 Council Meeting- Flag Lights, Lawn Maintenance at 415 Pine Grove Avenue and May Minutes and Financials**
11. **Major Jones gave a report of activity and area checks by Gwinnett County Police Department in May.**
12. **Gail lane gave an update on the Gimme Shelter Benefit Concert planned for June 13.**
13. **Mayor Wilkerson:**
 - **Handed out Grayson Day re-cap.**
 - **Reminded everyone of the Benton House Groundbreaking scheduled for June 18.**
 - **Reported that Herring Ridge and Rosewood Trail have been resurfaced and project is being finalized.**

Motion to adjourn at 7:32 PM made by Trenton Arnold. Seconded by James Gillespie. Arnold, Gillespie, Anderson and Jenkins voted in favor.

Laura Cone, City Administrator

Allison Wilkerson, Mayor

**OFFICIAL MINUTES
CITY OF GRAYSON
REGULAR COUNCIL MEETING
JUNE 15, 2015**

ATTENDANCE: Mayor Allison Wilkerson, Council members Linda Jenkins, James Gillespie, Laurie Anderson, and Trenton Arnold. Laura Cone, City Administrator.

The Meeting was called to order at 7:00 PM on Monday, June 15, 2015. Todd Cory, Pastor of OneLife Church, led the invocation.

AGENDA:

Motion made by James Gillespie to approve the agenda as presented. Seconded by Laurie Anderson. Anderson, Jenkins, Gillespie and Arnold voted in favor.

CITIZEN INPUT:

Carolyn Bagheri asked the proposed use for the newly purchased city property on Pine Grove Avenue. Mayor Wilkerson stated that at the current time there is no plan but that it will likely be used to store the street lights during the construction at Rosebud Road and Grayson Parkway. Mayor Wilkerson further stated that the purpose for purchasing the property was to continue to provide parking for the businesses that have used the parking lot for many years. Mrs. Bagheri asked what funds were used to purchase the property. Mayor Wilkerson answered that it was purchased with Money Market reserved funds, not SPLOST funds. Discussion regarding potential uses for the building.

Sarah Visser, resident at The Enclave at Glenn's Meadow, addressed the Mayor and Council stating that she just came to the meeting to introduce herself and tell them that they are doing a great job.

CONSENT AGENDA:

Motion made by Laurie Anderson to approve the following items on the Consent Agenda:

- Approval of the Minutes of the May 11, 2015 Work Session
- Approval of the Minutes of the May 18, 2015 Public Hearing/Regular Council Meeting
- Approval of the May 2015 Financial Reports
- Approval of Installation of new flag pole/city hall outdoor lights at a cost not to exceed \$3109.00
- Approval of additional \$200/month for lawn care at the newly purchased city property

Seconded by James Gillespie. No discussion. Gillespie, Arnold, Anderson and Jenkins voted in favor.

**OFFICIAL MINUTES
CITY OF GRAYSON
REGULAR COUNCIL MEETING
JUNE 15, 2015**

NEW BUSINESS:

1. Motion made by Linda Jenkins to approve the 2014 Fiscal Year Audit as presented. Seconded by Trenton Arnold. Anderson, Jenkins, Gillespie and Arnold voted in favor.
2. Motion made by James Gillespie to add Workman's Comp to the City Insurance Coverage at a cost of \$1769/year. Seconded by Linda Jenkins. Gillespie, Jenkins, Anderson and Arnold voted in favor.
3. Motion made by Trenton Arnold to approve the proposed Cooper Family property marker with the suggested corrections which will read "Former homesite of the Cooper Family, longtime residents of the City of Grayson". Seconded by Laurie Anderson. Arnold, Anderson, Gillespie and Jenkins voted in favor.

REPORTS:

- Trenton Arnold thanked Gail Lane and the city for the Gimme Shelter Benefit Concert. James Gillespie agreed that it was a great event.
- Laurie Anderson reported that the DDA has hired a new manager.
- James Gillespie expressed concern over the speed limit on Grayson Parkway.
- Laura Cone reported to the council that the Noise Ordinance which was discussed in the Work Session is the same ordinance as Gwinnett County and was adopted in 2012 so that Gwinnett County would have the authority to police noise complaints.
- Allison Wilkerson reminded everyone about the Benton House Groundbreaking Ceremony to be held on Thursday, June 18 at 11:30 AM.

ADJOURNMENT:

Motion made by Laurie Anderson to adjourn at 7:25 PM. Seconded by Trenton Arnold. Anderson, Gillespie, Arnold and Jenkins voted in favor.

Laura Paul-Cone, City Administrator

Allison Wilkerson, Mayor

**OFFICIAL MINUTES
CITY OF GRAYSON
SPECIAL CALLED COUNCIL MEETING
JUNE 22, 2015**

ATTENDANCE: Mayor Allison Wilkerson. Council Members Laurie Anderson, Linda Jenkins and James Gillespie (joined meeting in progress at 6:06 PM). Laura Cone, City Administrator. Frank Hartley, City Attorney.

The Special Called Meeting convened at 6:02 PM on Monday, June 22, 2015.

NEW BUSINESS:

- **CDBG Program Urban County Qualification-** Motion made by Laurie Anderson to authorize Mayor Allison Wilkerson and City Administrator Laura Paul-Cone to sign the CDBG Program Urban County Qualification Cooperation Agreement with Gwinnett County. Seconded by Linda Jenkins. Anderson, Jenkins and Wilkerson Voted in favor.

EXECUTIVE SESSION:

Motion to enter into Executive Session at 6:05 PM made by Linda Jenkins. Seconded by Laurie Anderson. Jenkins, Anderson and Wilkerson voted in favor.

James Gillespie joined the meeting at 6:06 PM.

ATTENDANCE: Mayor Allison Wilkerson. Council Members Laurie Anderson, Linda Jenkins and James Gillespie. Laura Cone, City Administrator. Frank Hartley, City Attorney.

- **Discussion regarding potential litigation. No attempts to discuss non-exempt topics were made.**

EXIT EXECUTIVE SESSION:

Motion to exit Executive Session at 6:24 PM and re-enter into Special Called Council Meeting made by Laurie Anderson. Seconded by James Gillespie. Anderson, Gillespie and Jenkins voted in favor.

ADJOURNMENT:

Motion to adjourn at 6:24 PM made by Laurie Anderson. Seconded by James Gillespie. Anderson, Gillespie and Jenkins voted in favor.

Laura Paul-Cone, City Administrator

Allison Wilkerson, Mayor

**OFFICIAL MINUTES
CITY OF GRAYSON
MILLAGE RATE PUBLIC HEARING
JUNE 23, 2015 9:00 AM**

ATTENDANCE:

Mayor Allison Wilkerson, Council members Linda Jenkins and James Gillespie. Laura Cone, City Administrator.

No Citizens in attendance.

Mayor Wilkerson called the meeting to order at 9:03 AM on Tuesday, June 23, 2015.

Mayor Wilkerson stated that there is no proposed change to the current Millage Rate of 2.10.

ADJOURNMENT:

Motion to adjourn at 9:04 AM made by James Gillespie. Seconded by Linda Jenkins. Gillespie, Jenkins and Wilkerson voted in favor.

**OFFICIAL MINUTES
CITY OF GRAYSON
MILLAGE RATE PUBLIC HEARING
JUNE 23, 2015 6:00 PM**

ATTENDANCE:

Mayor Allison Wilkerson, Council members Laurie Anderson, James Gillespie and Linda Jenkins. Laura Cone, City Administrator.

No citizens in attendance.

Mayor Wilkerson called the meeting to order at 6:00 PM on Tuesday, June 23, 2015.

Mayor Wilkerson stated that there is no proposed change to the current Millage Rate of 2.10.

ADJOURNMENT:

Motion to adjourn at 6:01 PM made by James Gillespie. Seconded by Laurie Anderson. Gillespie, Anderson and Jenkins voted in favor.

Laura Cone, City Administrator

Allison Wilkerson, Mayor

**OFFICIAL MINUTES
CITY OF GRAYSON
MILLAGE RATE PUBLIC HEARING
JUNE 30, 2015 6:00 PM**

ATTENDANCE:

Mayor Allison Wilkerson, Council members Laurie Anderson and James Gillespie. Laura Cone, City Administrator.

No citizen input.

Mayor Wilkerson called the meeting to order at 6:01 PM on Tuesday, June 30, 2015.

Mayor Wilkerson stated that there is no proposed change to the current Millage Rate of 2.10.

Motion made by Laurie Anderson to adopt a Resolution setting the Millage Rate for 2015 at 2.10 Mills. Seconded by James Gillespie. No discussion. Anderson, Gillespie and Wilkerson voted in favor.

ADJOURNMENT:

Motion to adjourn at 6:03 PM made by Laurie Anderson. Seconded by James Gillespie. Gillespie, Anderson and Wilkerson voted in favor.

Laura Cone, City Administrator

Allison Wilkerson, Mayor

CITY OF GRAYSON
Profit & Loss
June 2015

	<u>Jun 15</u>	
Income		
31.1000 · PROPERTY TAXES	94.42	
31.1310 · MOTOR VEHICLE TAX	5,755.03	
31.1600 · INTANGIBLE TAX	1,114.90	
31.1700 · UTILITY FRANCHISE FEES	203.69	
31.2000 · ENERGY EXCISE TAX	140.52	
31.4200 · ALCOHOL TAX	19,813.58	
31.6100 · OCCUPATION TAX	1,567.30	
31.6200 · INSUR. FEES & LICENSE TAX	80.00	
32.2200 · PERMITS	16,793.00	
32.2220 · VARIANCE FEES	600.00	
32.2230 · SIGN PERMIT FEE	200.00	
36.1100 · INTEREST INCOME	143.98	
38.1200 · CELLULAR TOWER INCOME	3,705.56	
38.900 · MISCELLANEOUS REVENUES-GENERAL	390.00	Insurance claim- Light
60801 · TRANSFER TAX	476.41	
61000 · PLAN SUBMITTAL FEE	200.00	
Total Income	<u>51,278.39</u>	
Gross Profit	51,278.39	
Expense		
51.1100 · SALARY	12,403.84	
52.1200 · LEGAL AND ACCOUNTING	5,775.50	
52.2110 · SANITATION	9,320.49	
52.2130 · CUSTODIAL ETC.	960.83	
52.2140 · LAWN CARE ETC.	7,023.25	
52.3500 · TRAVEL AND MEETINGS	11.19	
52.3600 · DUES AND SUBSCRIPTIONS	5,195.62	IT, GMA, GwMA
52.3700 · EDUCATION & TRAINING	1,806.00	Hotels- Savannah
53.1100 · SUPPLIES	490.47	Various-Ink and notary stamp
53.1130 · STREET SIGNS	642.71	
53.1200 · UTILITIES	1,926.69	
53.1231 · STREET LIGHTS	6,208.62	
53.1540 · PHONE	513.32	
53.1600 · SMALL EQUIPMENT	355.61	
53.1700 · COMMUNITY RELATIONS	1,353.76	SPLOST signs, shirts, Media Guide Ad
54.1400 · STREET REPAIRS	3,000.00	Brannan
54.2500 · BUILDING MAINT.	3,508.20	Gutter maint., keys, flag lights
57.4000 · PARKS AND REC.-GENERAL	5,000.00	Reimburse Main St. for elec. work
57.5100 · BANK SERVICE CHARGE	30.00	Wire Transfer fee
6999 · Uncategorized Expenses	823.46	Pothole settlement
7000 · PLANNING AND DEVELOPMENT	17,655.40	
7050 · CODE ENFORCEMENT EXPENSE	6.74	
7150 · SECURITY PATROL	8,385.44	
7200 · Non-Reim. Planning and Dev.	8,852.50	
7700 · INMATE ROAD MAINTENANCE	1,240.00	April and May
Total Expense	<u>102,489.64</u>	
Net Income	<u><u>-51,211.25</u></u>	