



**BOARD OF MAYOR AND COMMISSIONERS
WORK SESSION
April 17th, 2019
5:30 p.m.**

MINUTES

Members Present: Jonathan Elmore, Mayor
Adela Yelton, Commissioner
Lisa Shortell, Commissioner

Members Absent: Brian Fisher, Mayor Pro Tem
Lionel Laratte, Commissioner

Staff Present: Patrick Bryant, City Manager
Keri Stevens, Assistant City Manager
Paul Hanebuth, Finance Director
Stephen Quinn, City Attorney
Gina Hill, City Clerk

Item No. 1 Meeting Called to Order

Item No. 2 Adoption of Agenda
Commissioner Shortell moves to adopt. Commissioner Yelton
seconds. All ayes.

Item No. 3 **Davenport & Company Next Steps**
A representative from Davenport & Company will be present to discuss
next steps in setting the City's capital plan and financial strategies.

Doug Gebhardt, of Davenport, refers to a memo he handed out to members of the BOMC and pointed out the topics covered in his previous visits. He says they broke down the City's projects into three categories: currently funded projects (US 278, Laredo Drive projects), immediate/committed capital projects (storm water master plan, Kensington Road and North Woods storm water projects, and town green design and construction), longer term projects (annual paving, other storm water needs, street grid, public works/municipal building). For the first category, Mr. Gebhardt recommends issuing a Bond Anticipation Note (BAN). He said it functions like a line of credit. He lists some of the benefits of a BAN. Three years from now, Mr. Gebhardt recommends there be a long-term debt issuance to pay off the BAN. That debt would then be structured around the new revenue that will hopefully be available at that time. To do this, the City would have to develop an Urban Redevelopment Agency (URA) to enter into an

intergovernmental contract deal. Mr. Gebhardt says Davenport will wait for the BOMC to decide if they would like to keep moving in this direction. If so, the next step would be to engage a bond counsel. He adds that he does not recommend raising taxes or storm water fees at this time. City Manager Bryant says this method would give the City a lot of flexibility to meet its goals while limiting liability and he lists the reasons why. He adds the only thing needed from the Board is direction to continue in this direction. Mayor Elmore says he would be in favor of that. Commissioner Shortell remarks the recommendation is a really interesting structure. She thinks it could solve a lot of issues but would like to digest the information first and may be ready to give a response at the next meeting on Monday. Mayor Elmore notes that they should also wait for Commissioner Fisher and Laratte to hear this information and give their input. Ms. Shortell says that before moving forward they should all make sure they're on the same page as far as what projects will be prioritized. Commissioner Yelton asks when dollar amounts will be included in the report. Mr. Bryant answers they are currently operating under the notion these projects will be in the amounts previously discussed. Mr. Gebhardt notes the City will only pay interest on money needed, which is a benefit if projects come in under budget. Ms. Yelton asks about a Moody's rating and Mr. Gebhardt responds the City doesn't need that at this point since it will likely borrow through a local, regional, or national bank. That might be an option when seeking long-term financing, he adds.

Resident Candace Jones requests the memo be posted on the City's website. She also requests that dredging Lake Avondale be added to the project list. Mr. Bryant says that could be part of the storm water master plan. He reiterates that once the Kensington retention pond and North Woods project are done, a storm water master plan should be undertaken before the City commits to other storm water projects. Clai Brown asks for confirmation that the general fund would be used to cover the bond for the three immediate projects. Mayor Elmore confirmed. Jan Hover asked about paying for the public parking lot behind Finders Keepers and was told that is a Downtown Development Authority (DDA)-funded project. Paul Dorrah asks for confirmation that projects can be swapped for others should something else become a priority. Mr. Bryant confirms. Mr. Dorrah also asks if decisions have already been made as to who pays for which projects between the DDA and City. Mr. Bryant says the projects discussed tonight are being paid for by the City. Mr. Gebhardt adds that the DDA cannot legally finance the projects being discussed. Kathy Kingsbury asks for more clarification about URAs. Mr. Bryant says such a discussion is probably premature. Mayor Elmore says this may be discussed further at the next regular meeting.

Item No. 4

Conditional Use Permit for 106 N. Clarendon Avenue

Dustin Swinks applied for a conditional use permit for private tattoo studio. This use falls under Section 820 (Services, Personal) which requires review by the Board of Mayor and Commissioners. The property

is included in a section of the Comprehensive Plan which envisions a range of retail, employment and open space options.

Dustin Swinks explains that he's been a resident of Avondale for ten years. He mentions his wife and two daughters, who are students at The Museum School. He adds they love being part of the community. Mayor Elmore says Mr. Swinks is a neighbor of his. Commissioner Shortell says she was initially reluctant when hearing a tattoo studio wanted to open but she has come to believe he's very professional and likes that his studio will be open by appointment only and closes at 8 p.m. Several neighboring business owners are present in support of the application. Resident Robert Elrod spoke on behalf of Mr. Swinks and urged the BOMC to support his application. This item will be voted on at the Monday regular meeting.

Item No. 5

Downtown Development Authority (DDA) New Member Recommendation

The DDA has a vacancy for a member with economic interest in the central business district. The opening was advertised and five people applied. After reviewing applications and interviewing candidates, the DDA recommends that Stacia Familo-Hopek, owner of The Lost Druid Brewery soon to open on Washington Street, be appointed to the post.

Mayor Elmore says he supports the recommendation. Commissioner Shortell says that, as a member of the DDA, they received great applications. She thanks all who applied and supports the recommendation. Commissioner Yelton also thanks the applicants. DDA Chair, Dave Deiters, says two of the applicants' economic interest in the downtown was less clear. This will be voted on at the next regular meeting.

Item No. 6

Zoning Ordinance

The City received two responses to the RFP for the Zoning Ordinance Rewrite. Both firms were qualified. City staff will make a recommendation on the most responsive bidder.

City Manager Bryant gives some background on this topic. He says its staff's recommendation that the zoning ordinance be approached holistically. He lists the costs quoted by both firms, Clark Patterson Lee (CPL) and Calfee. Calfee's quote for a holistic rewrite is \$395,000 and CPL's is \$110,000. Mr. Bryant suggests using part of the permitting fees from the Trammell Crow project and redirecting it for the rewrite and recommends contracting with CPL. Mayor Elmore asks about the timing of the rewrite. Assistant City Manager Stevens says it can be done many ways. She suggests that, because the City is under development pressure, it would be wise to rewrite the zoning for the commercial areas first. Mr. Bryant also feels it's in the City's best interest to rework the sign and residential ordinances as well. In response to questions from Commissioner Shortell, Ms. Stevens says the high cost of the residential rewrite is likely due to it being a complete overhaul of zoning. She also believes that staff at CPL can approach this project from a planner's

standpoint like herself and that could be beneficial. There is discussion about how storm water will fit into the rewrite and Ms. Stevens gives recommendations about how she feels that should be handled. Mayor Elmore says he is in favor of green infrastructure. When it comes to the zoning rewrite, he wants predictability and clarity in the final results.

Dee Merriam asks how each firm scored and who developed the scoring system. Ms. Stevens says she didn't have the scores with her but they were very close. She elaborated that Calfee scored higher in the technical category but CPL scored higher for a holistic approach. The scoring system was developed by Ms. Stevens and Mr. Bryant. Joe Anziano is happy to see this moving forward. He's surprised that Calfee's quote was so much higher. Kathy Kingsbury's question about the permitting fees received from Trammell Crow was answered by Finance Director Hanebuth (\$640,000 minus costs for inspections). Ms. Kingsbury is concerned about CPL rewriting the zoning while they also do the City's inspections. Klaus Van den Berg asks why staff would want the residential zoning rewritten when Calfee said in their audit that area's zoning was fine. Ms. Stevens lists all the areas of the residential ordinance that need to be changed. Mr. Van den Berg believes the City should stick with only rewriting the zoning of the business district. He's also not impressed with CPL's RFP response. Mr. Bryant responds to his concerns. Mayor Elmore likes the fact that CPL does more than just write zoning so they can see problems from other perspectives. Candace Jones spoke about timeline, priorities, and funding. Ms. Stevens says staff will work with the chosen firm to come up with a timeline. Jan Hover asks Ms. Stevens to list the problem areas of the residential area zoning. Martha Teall asks if it's possible to interview the two firms. Mr. Bryant feels comfortable with their recommendation and doesn't think that would be a wise use of resources. This will be voted on at the next regular meeting.

Item No. 7

July 4th Parade Street Painting on Clarendon Avenue

Some residents have requested the traditional painting of Clarendon Avenue ahead of the July 4th parade be done with washable materials instead of spray paint. City staff has researched options.

City Manager Bryant says staff recommends using washable materials in the future. City Clerk Hill explains the extra cost is manageable. The Avondale Swim & Tennis Club usually pays for the paint at a cost of about \$350. The marking chalk she has found would cost about \$550. She also suggests buying more stencils. Commissioner Shortell feels the City should pay the difference in cost or the entire amount if the Club is unwilling. Commissioner Yelton is supportive. Dee Merriam is supportive and suggests the painters get trained by a veteran's group, for example, in do's and don'ts in patriotic symbolism, etc. Paul Dorroh agrees. Candace Jones thinks the Club should pay the full amount. Also, there should be clear guidelines, such as no painting on the sidewalks. Mr. Bryant says staff can handle communication with those involved about the changes mandated by the BOMC.

Item No. 8

**Georgia Municipal Employees Benefit System (GMEBS)
Retirement Approval**

Every six years, the City is required to reexamine the City's Defined Benefit Retirement Plan to ensure that it remains in compliance with IRS regulations. This can result in minor revisions to the plan and it's now required by state law to adopt the revised adoption agreement, general addendum, and service credit purchase addendum by ordinance.

Finance Director Hanebuth said changes are minor and mainly concerned the retirement age for police. City Attorney Quinn says he looked at the agreement and approves of the language. This will be voted on at the next regular meeting.

Item No. 9

E-Cycling Event

City staff has been approached by Ecyclers USA about hosting an electronics recycling event. Staff will request input from the BOMC and members of the public.

City Manager Bryant notes the City held an electronic recycling event several years ago and staff is interested in holding another. The only cost would be to drop off tube televisions and computer monitors. Mayor Elmore is supportive as is Commissioner Shortell. She asks about clearing information off of a computer before recycling. Mr. Bryant suggests doing that before dropping off for recycling. Commissioner Yelton recalls the last e-cycling event was very popular and required a lot of manpower. She said asking if volunteers were needed would be a good idea. Making sure the event doesn't conflict with a similar event in a neighboring neighborhood is also advised. Ms. Yelton also recommends making sure communication is clear about what is and is not accepted for recycling.

Candace Jones believes residents should pay the fee for tube items instead of the City. She also asks if the event would be restricted to Avondale residents. There is more discussion on this topic. Mr. Bryant believes the reach of the City's advertising would limit participants to a manageable number. Conversation turns to who should pay the extra fee for tube items. Staff will get more details and this will be discussed at a future meeting.

Item No. 10

Historic Preservation Month Proclamation

Mayor Elmore says this proclamation will be read at the upcoming Monday meeting.

Klaus Van den Berg is supportive. He adds that residents are concerned about lot divisions. He requests staff look into making Majestic Acres an historic district.

Item No. 11

National Building Safety Month Proclamation

Mayor Elmore says this will be voted on the next regular meeting.

Item No. 12 Public Comment

Candace Jones encourages staff and the BOMC to begin thinking about the process for putting together the 2020 budget. Paul Dorroh feels there should be more than one respondent to the request for qualifications (RFQ) for the commercial portion of the City-owned four acres. He asks the BOMC to give an update at Monday's regular meeting. Joe Anziano requests an update at that same meeting about the Lake Avondale path flooding repair. Candace Jones agrees and asks for more updates on timely topics in general. Dee Merriam asks that the responses to the RFP for the zoning rewrite be posted on the City website.

Item No. 13 Adjournment

Commissioner Shortell moves to adjourn. Commissioner Yelton seconds. All ayes.

APPROVED THIS 20th DAY OF MAY 2019



Jonathan Elmore, Mayor

ATTEST:



Gina Hill, City Clerk