



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

MINUTES

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

Members Absent: Brian Fisher, Mayor Pro Tem

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

Item No. 1 Meeting Called to Order

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

Item No. 3 **Arboretum Board**
In May, the Board of Mayor and Commissioners (BOMC) established an Arboretum Board to create an arboretum, an outdoor museum of trees highlighting the varieties we have here in the City. Seven people have applied to be a members of this new board. The BOMC will discuss next steps.

City Manager Bryant said those next steps would be for the BOMC to decide how many seats would be on the Arboretum Board and which applicants they want to appoint. Mayor Elmore asked if there was a certain number of members required for the Board and Mr. Bryant responded there was not. Commissioner Shortell offered that it was nice to see residents eager to volunteer and she would be in favor of appointing all seven applicants. Commissioner Yelton asked about anticipated workload for the Arboretum Board. Mr. Bryant said the workload should be low. When she asked about support staff for the Board, Mr. Bryant said those details have yet to be worked out, along with most others. Commissioner Laratte supports the move. There was discussion about how much Board structure should be provided by the

BOMC with Mr. Bryant advising them to keep things simple at this point and just decide how many members the Board will have and who should be on it. Mayor Elmore said he is fine with seven members. Ms. Yelton asked if there was any more guidance from the body that required a Board in the first place. Mr. Laratte suggested they provide from framework and model it after existing boards. Mr. Bryant affirmed that staff could come back to the BOMC with a suggested framework. He added that the applicants want to start meeting as soon as possible and that's not possible until the Board is officially established with a resolution. It was decided the Board would be constituted and then staff would work with them to work out more details. Mary Ann Anziano gave more clarification on the goals of the Arboretum Board. Jan Hover suggested having five to seven members so there is flexibility. Candace Jones supported the formation and recommended overlapping terms for its members. This resolution will be voted on at the next regular meeting.

Item No. 4

Wellness Program

City staff recommends entering into a contract with Emory Decatur Hospital Wellness Center to provide a comprehensive wellness program for City employees. The agreement involves slightly less than \$10,000 in payments to Emory Decatur, but the City would also be responsible for \$2,400 in incentives. This was not included in the current budget, but will be funded largely or wholly through grants from the Georgia Municipal Association (GMA).

City Manager Bryant gave some clarity to the costs associated with this program, including the cost of incentives and grant money to help fund the program. Each BOMC member was supportive. Kathy Kingsbury asked how exactly the program was being funded. Mr. Bryant said it was paid for through Georgia Municipal Association (GMA) grant funds. She inquired if the City approached GMA and was told the City has received these grant funds for years. Candace Jones asked if the new employee health insurance plan included any incentive programs and was told no.

Item No. 5

3 Clarendon Driveway Request

The residents at this address request permission to build a driveway on the north side of their home, which is City property.

Property owner Lawrence Shaw approached the table and explained his hardship to the BOMC. His family has a narrow shared driveway and he proposed building a driveway on the opposite side of his house which is on City property. He had drawings and pictures to share including a letter of support from the family that donated that land to the City. Mr. Shaw responded to questions asked by the Board. Mayor Elmore suggested measuring the distance between the two houses and consider widening the existing driveway. There was discussion of selling the land versus granting an easement and the legalities involved. City Attorney Wilson responded to some questions from the Board. Mr. Shaw noted the neighbors could put a fence on their property line between the two

houses and building a driveway on the other side of their own house, on their own property. Commissioner Shortell said she would like to see a survey of the property. City Manager Bryant advised the Board to first see if there were any conditions put on the donation of the property. If it was designated as greenspace then this conversation is moot. Mr. Elmore said the neighbors could potentially enter into an agreement forbidding the placement of a fence between the two properties and reiterated the need for exact measurements between the properties. Ms. Shortell shared concern about setting a precedent if they grant this request. She was also reluctant to a driveway encroaching on land that could be a park-like area in the future. Potential infrastructure needs were also a concern of hers. Commissioner Shortell also leaned towards not granting an easement. She added that it sounds like there may be some solutions Mr. Shaw could explore. Mr. Shaw asked if an easement has ever been granted. No one could answer that question. Commissioner Laratte wondered what the distance from the proposed drive to the corner would be and if there are any regulations governing that. He felt there needs to be more research done. Kathy Kingsbury asked if this request would have to go before the Historic Preservation Commission. There was discussion without consensus.

Item No. 6

Downtown Development Authority (DDA) Spending Request

The DDA would like to invest in a structural analysis of the building at 90 North Avondale Road, engineering for a public parking lot behind Finders Keepers clothing store, and a communication/education campaign regarding the development of the five acres in downtown. They propose using a portion of extra fees being paid by Trammell Crow Residential.

DDA Chair Dave Deiters spoke before the Board and explained that they negotiated much greater fees for the Trammell Crow development than what is typical. The DDA wanted to earmark those funds for downtown projects but with BOMC approval. Mr. Deiters explained each project in more detail. City Manager Bryant added that staff is supportive of the DDA expenditures. In response to a question from Commissioner Laratte, Mr. Deiters said he believes the construction of the parking lot will be in the \$300-400 thousand range. Commissioner Yelton had questions about 90 North Avondale and spoke in support of the education campaign and the parking lot. Mr. Deiters added that there is a lot of interest from people wanting to rent and/or buy 90 North Avondale. He also anticipated the parking lot being completed in early 2020. Commissioner Shortell is supportive and added that this is a great example of the DDA and the BOMC working together. Jan Hover praised the DDA for their recent events during which members meet with residents and business owners and answer questions. Mr. Bryant said a resolution for this item will be brought up for a vote on Monday.

Item No. 7

Public Comment

Candace Jones thanks staff and the BOMC for sharing information with the public.

Item No. 8

Adjournment

Commissioner Laratte moved to adjourn. Commissioner Shortell seconds. All ayes.

APPROVED THIS 23rd DAY OF SEPTEMBER 2019



Jonathan Elmore, Mayor

ATTEST:



Gina Hill, City Clerk