

**CITY OF TUCKER
APRIL 12, 2016
WORK SESSION MEETING MINUTES**

The Mayor and Council of the City of Tucker held a Special Called Work Session Meeting on Tuesday, April 12, 2016 at 5:00pm. The Council Meeting was held in the Tucker Recreation Center. Present for this meeting were the following:

Frank Auman, Mayor
Honey Van De Kreke – District 1, Post 1
Bill Rosenfeld - District 1, Post 2
Matt Robbins – District 2, Post 1
Noelle Monferdini – District 2, Post 2
Michelle Penkava – District 3, Post 1
Anne Lerner – District 3, Post 2

CALL TO ORDER: Mayor Frank Auman called the Work Session to order at 5:00 p.m. He called the roll, and all members of the Council were present.

PLEDGE OF ALLEGIANCE: The Council led the Pledge of Allegiance.

AGENDA: Mayor Mayor Auman reminded the audience that agendas were available in the back of the room, along with the sign-up sheet for public comment.

DISCUSSION OF COUNCIL MEETING AGENDA ITEMS:

Mayor Auman explained that the Council has two general types of meetings: (1) Work Sessions and (2) Council Meetings; both types can either be regularly-scheduled or specially-called. All meetings thus far have been specially-called, as the Mayor and four Council members first elected did not want to set a regular schedule before the two final members were seated. Mayor Auman noted that for specially-called meetings, the Council is only authorized to address items on the agenda; and no other items may be considered.

Mayor Auman stated that the Council had two hours to get through the agenda. The agenda was adopted without objection.

Mayor Auman asked that the Council Members to read the minutes from the March 29, 2016 Council Meeting. Consideration of approval of the minutes will be on the next Council Meeting agenda, but Mayor Auman requested that Acting Clerk Anne Lewis post the unapproved minutes so Tucker citizens have that information.

The Council moved to the public comment period. The first speaker was Barry Stoltze, who said he looks forward to working with the Council. He asked that the Council consider starting

meetings later than 5:00 p.m. He recalled his previous public comments on Fairbanks, Alaska and the similarities he believed existed between Fairbanks and Tucker. He provided the Acting Clerk with a copy of a comparison he had created.

Lola Jones spoke next. She is happy to be part of Tucker and thanks the Council for its service. She wants to remind the Council that Tucker's parks are its jewels. She urges the Council not to accept parks from the County that are in bad shape.

Janet Curtis spoke next, saying she was glad to see all 7 members of the Council present. She reminded the Council of its duties to all residents.

Last, Vivian Jones asked about code enforcement. She believes other cities simply use boilerplate codes, and she hopes the Council will focus on ways to enforce the Code so as to improve "curb appeal." She thinks that the Tucker Code is boilerplate and should be enhanced to ensure the protection of curb appeal and thus the tax base. She also expressed a hope that the area pools will be open as soon as possible.

There being no further comments, the public comment period was closed. Mayor Auman reminded all that public comment is limited to comment as opposed to questions.

Council Member Penkava explained that all Council members will have to complete training from the Georgia Municipal Association if they have not already done so. The required training is two full days and focuses on procedures, protocols, legal issues, and best practices. Mayor Auman explained that GMA only offers the training annually in February or March; that schedule usually works because, with the exception of a new city, council members are elected in November.

Council Member Penkava reported that GMA has graciously agreed to provide a half-day session on one of three days in May, and it may be able to be provided at no charge. Although the session will not satisfy the training requirement, it will be very helpful. Council Member Penkava will contact the Council members to determine which of the three available days will work.

Mayor Auman then moved to the issue of a regular schedule for meetings and work sessions. He explained that the Council needs to have both kinds. He suggested that the Council make a schedule, and if meetings aren't necessary, they can be cancelled. He then asked for members' input.

Council Member Robbins said that he is in favor of meeting on Mondays, but he realizes that may be difficult for those who work. He is open to all suggestions.

Council Member Penkava noted that the DeKalb School Board meets on the first Monday night of the month. Council Member Robbins advised that LCI meets on Mondays, too.

Council Member stated that there are many meetings each night, but the Council needs to pick a day and stick with it.

Council Member Monferdini suggested Mondays and Wednesdays at 6:30 or 7:00 p.m. Council Member Penkava advised of the Rec Center's hours.

Mayor Auman asked if the Council would perhaps like to have work sessions immediately before a meeting, i.e., the meetings would be on the same night. Acting City Attorney Brian Anderson reminded the Council that the meetings should be delineated from work sessions.

Council Member Honey Van De Kreke suggested Tuesday evenings. Council Member Monferdini suggested Friday evenings; Council Member Bill Rosenfeld did not think Fridays were a good option.

Mayor Auman asked all to send him their suggested evening, and he would assemble the responses. In the meantime, he hoped the Council could set the next meeting tonight. The Council agreed the next meeting would be on April 19 at 6:30 p.m. Mayor Auman explained it would be specially-called because there is no regular schedule yet. The notice will be posted at the Rec Center and on social media.

Next, the Council discussed social media. Mayor Auman reported that the URL has been worked out for "Cityoftucker.com." We have the ability to post meeting notices there. As for Facebook, there are many Tucker-related Facebook pages, but there is no official City page yet. Mayor Auman will appoint a small group of people in the IT/social media field to develop policies.

In addition, Mayor Auman will appoint a business license study group in the second half of 2016. He explained that because we needed an ordinance immediately, we adopted the DeKalb ordinance and are working on collections with DeKalb. The study group will include tax experts and the like to review the current formula and determine whether any revisions are necessary for the 2017 bills, which must go out on January 1.

Next, Mayor Auman summarized the types of annexation. He noted that the Council is not currently taking action on annexations, if those matters come before the Commission, they will primarily be "the 100%" or "the 65%" annexations. He explained the requirements for the 100% method. Council Monferdini asked if there would be forums for annexations. Council Member Robbins asked if people seeking annexations would have to ask another government first. Mayor Auman indicated they would not unless they are in a city and would first have to be "deannexed" from that city, which is complicated. Mayor Auman then explained the 60% method and reminded the Council that the citizens, not the Council, initiate annexation petitions. Because the question for the Council on annexation petitions is whether the City is prepared to offer services to those seeking annexation, as the City begins to provide more services, decisions on annexation may become more difficult. Council Member Lerner noted that people whose

property was included in the last feasibility study may be interested in annexation. Council Member Penkava explained that as between the 100% and 60% methods, there is a difference in how quickly the Council can act on a petition.

Mayor Auman stated that the Council needs to address some matters that have not yet been acted upon out of deference to the new members who were not yet elected and on the Council. Each member had a copy of the last feasibility study in their packets. Mayor Auman asked them to follow along as he discussed several key areas, including revenue sources and expenses. He advised the council that the Andrew Young school of Public policy at Georgia State was clear that the feasibility study was not a budget and could not be used as one. It was done simply to answer the question of whether Tucker could be formed without raising the tax burden on the citizens of Tucker.

He specifically noted that there is no revenue, so no surplus exists. As for expenses, there is no money and therefore no ability to say what amount can be spent on any particular project.

He explained that revenue sources include the franchise fees, which is why it was important to move forward with the franchise agreement with Georgia Power. Council Member Penkava advised that there is a huge amount of data to be collected to obtain the franchise fee. The City is approximately 95% finished gathering that data. In addition to Georgia Power, Walton EMC serves some addresses, and it must be determined which addresses are served by Georgia Power and which by Walton EMC. Walton has just sent a draft franchise agreement and is also willing to pay monthly.

Council Members Robbins and Monferdini asked several questions about the process, and Council Member Penkava addressed those.

Mayor Auman moved on to the next sources of revenue, including mixed drink tax and other taxes and fees that are now being assessed and taxed by the county. He said that discussions are ongoing with the County about collections.

Moving on from revenue, the Council next covered expenses. Mayor Auman explained that the big categories of expenses are services such as parks and recreation and code enforcement, as well as administration costs, which include staff, Mayor and Council, other administration, and office-related expenses (copiers, phones, computers, etc.). He explained the difference between “surplus” (i.e., remaining money after all expenses paid) and “contingency” (i.e., a “rainy day fund”).

Mayor Auman said that the Council must focus on staff because there are many tasks to be accomplished quickly. He noted that the City could hire directly, contract for services, or look at a hybrid model in which we use a third party vendor who also brings forward staff people. Acting City Attorney Anderson and Council Member Penkava are working on a Request for Proposals to third party vendors, which will be posted soon.

The next topic was the hotel/motel tax, which is significant revenue but comes with restrictions. Mayor Auman explained the breakdown with the Convention and Visitors Bureau (CVB) and noted that the City can participate in the DeKalb CVB or form a City CVB. If the latter, the City must form and fund it. Council Member Van De Kreke is tasked with investigating the CVB options. She answered Council members' questions about the formation and the role of the CVB.

Next, the Council discussed intergovernmental agreements (IGA). These are agreements with the County on which services they provide and which one the City provides. Mayor Auman noted that the City is waiting for a good deal of information needed from the County and that the City and County have built a good working relationship.

Mayor Auman said that he's been fortunate to receive many offers of assistance from people who want to help build the City. He asked the Council members to let him know if there are people with particular expertise that they know because they may be good fits for the various boards that the City will need.

The Council next covered the matter of City office space. Council Member Lerner has led that effort. She reported that she's looked at 7 spaces, and many others have been suggested. She believes that the key factors are a central location, accessibility, and adequate parking. Some locations are offering furnished space. There may be some council field trips to see the locations, and she will provide a report when the Council is ready.

The next expense is liability insurance. Council Member Rosenfeld is talking with agents and GMA. He has distributed some basic financial information to them to receive quotes.

Council Member Monferdini asked about a Facebook Page for information purposes only, i.e., no postings by others. Mayor Auman said that the IT packet will hopefully include just such a page.

The Council discussed the way to hire a City Manager and Contractor. Mayor Auman explained that once the RFP responses come in, the Council will have something to help it judge the alternatives and costs. Council Member Penkava noted that a turnkey operation may be helpful in the beginning, but need not be permanent. She reiterated that the RFP would be sent out soon, and it will be posted to GMA and other places as available.

Council Member Monferdini raised the prospect of a survey on what citizens want in the code. The Council discussed the services that require structured, formal public input. Because the provision of services comes about through passage of an ordinance, any surveys will have to be done by a professional, as the results become part of the record. There was more discussion about the process for assuming services and the amount of time to do that, i.e., two years. The council then reviewed basic procedures for current provision of services and IGAs for future provision of services.

COUNCIL COMMENTS:

Council Member Robbins: He's happy to be here and to be part of a commitment to good government. He distributed an environmental Action Plan from the Archdioceses of Atlanta.

He noted that progress may be a little slower than people hope for because there is no revenue yet. He asked that people spread the word that the City needs revenue before it can do a lot.

Council Member Monferdini: She feels this meeting has been good to fill in gaps. She'd like the agenda a few days before the meeting.

Council Member Penkava: She thanks all for coming tonight.

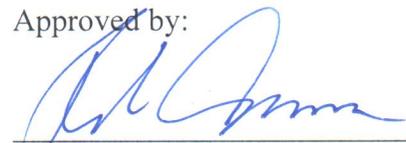
Council Member Van De Kreke: She also appreciates everyone coming and continues to ask for patience from the citizens. The Council must spend time adopting policies and procedures so that things that follow will work.

Council Member Lerner: She announced that Tucker Parks Orchard will dedicate 3 apple trees donated by the Van De Krekes this Saturday at 1 pm at the Tucker Nature Preserve. She also encourages all to give an hour at the Preserve that day from 9 am to 1 pm. Finally, Tucker Historical Society has a plant swap Saturday from 8 am to 1 pm.

Mayor Auman: he appreciates everyone's attendance. He urges good communication among the Council members. He asked for community announcements. Charlton Allen reminded everyone of Tucker Day, May 14.

ADJOURN: Council Member Van De Kreke moved to adjourn; Council Member Lerner seconded the motion. The motion passed unanimously, and the meeting adjourned at 6:48 p.m.

Approved by:



Frank Auman, Mayor

Attest:



Acting City Clerk