

SEPTEMBER 15, 2015
COMMITTEE OF THE WHOLE
GOVT. CTR. – RM. 120

PRESENT Mayor Dorothy Hubbard
Mayor Pro Tem Bobby Coleman
City Commissioners: Jon Howard, BJ Fletcher, Roger Marietta, Bob Langstaff,
Jr., and Tommie Postell
City Manager: Sharon Subadan
City Attorney: CN Davis

Mayor Hubbard called the meeting to order at 8:44 am

RELEASE OF REVERSIONARY INTEREST re: 1112 INVERNESS ST.

Discussing the issue (copy on file) Mr. Davis reported that there is a cloud on the title of the subject property, which was recently sold. He explained that the City is not party to the actual deed; however, Community and Economic Development put up funds for construction of a facility, in which it met a ten-year requirement use. The cloud arises from inclusion of a reversionary clause in favor of the City if the property was not used for its purpose. Because of the City not being a party as grantor/grantee, it is questionable that the clause would even be enforceable. He added that he sees no harm to the City in releasing the title. In response to Commissioner Postell, Mr. Davis explained that a paragraph states that the property reverts to the City, even though the City is not a party to the title, and, this must come before the Commission in order to rectify the matter. He said that the request is for the Commission to authorize a quit claim deed in order to release that interest.

Commissioner Marietta moved to approve, seconded by Commissioner Postell; the motion unanimously carried.

TRAVEL:

Commissioner Howard moved to approve the following, seconded by Commissioner Marietta; the motion unanimously carried.

1. CN Davis, City Attorney, Annual Institute for City/County Attorneys, Athens, GA; \$631.00

PUBLIC SAFETY MATTERS

Commissioner Fletcher moved to approve the following, seconded by Commissioner Langstaff.

ALCOHOL LICENSE APPLICATION:

1. Lobe Foods, LLC d/b/a Charlie & Pearls; 1610 S. Jefferson Rd., R. Chamberlain/Agent; Beer consumption (WARD 3)

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Anthony Donaldson, Deputy Marshal, briefly discussed the application. Discussion followed with Commissioner Postell questioning the location and ward. It was determined that the business is located in Ward 6 and Commissioner Postell asked that the data be corrected to show that the business is in Ward 6 and not 3.

Hearing no further comments, the motion carried 6-1 with Commissioner Howard voting no.

PUBLIC FUNCTION MATTERS

MATTERS FOR PUBLIC HEARING AND CONSIDERATION ON TUESDAY,
SEPTEMBER 22, 2015, 6:30 P.M., ROOM 100; GOVERNMENT CENTER BUILDING, 222
PINE AVE

The Clerk read the following:

1. Zoning Case #15-032 – Wilma Sheffield, Owner/Applicant; request to rezone property from C-1 to C-2 at property located at 900, 906 & 912 N. Slappey. PC approved 7-1 **conditional** (WARD 2)

PUBLIC ADMINISTRATION AND FINANCE MATTERS

PURCHASES:

Dale Henry, Buyer, discussed the following:

1. Motor Graders, Flint Equipment Co., Albany, GA

Total expenditure	\$129,500.00
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Commissioner Howard moved to approve, seconded by Commissioner Postell.

In response to Commissioner Postell, Asst. City Manager Phil Roberson, explained that the City has not recently purchased any motor graders, which will be used to blade streets and alleys and other construction projects. He said that they are purchased on a ‘buy-back’ plan, with the fleet being downsized by one; he discussed the cutting season and alley maintenance.

Commissioner Fletcher commended Mr. Henry’s astuteness for the savings the City realized in this purchase.

Hearing no further comments, the motion unanimously carried.

Commissioner Howard moved to approve the following, seconded by Commissioner Postell; the motion unanimously carried.

2. Software Licenses, Dell

Total expense	\$40,660.92
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In response to Commissioner Marietta, Jason Gauntt, Director of TAC stated that Dougherty County approved their share of this contract in their budget.

Commissioner Howard moved to approve the following, seconded by Commissioner Postell: the motion unanimously carried.

3. Mobile Data Licenses, MCT

Total expense	\$86,500.00
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CONTRACT – ENGINEERING & DESIGN SERVICES re: Aquatic Facility

Central Service Director Yvette Fields discussed the need to contract with an architect to initiate this project (copy of file).

Commissioner Howard moved to approve, seconded by Commissioner Postell.

In response to Commissioner Postell, Ms. Fields explained that there were no bids for this project because of being a professional services contract. A brief discussion followed on services previously provided by Mr. Huffman and his satisfactory performance. Commissioner Postell countered that bidding the project may have produced better economic results. Ms. Fields interjected that this is not construction of the pool, merely the design of it. Commissioner Postell stated that because it was not bid out, he will vote against it.

In response to Commissioner Howard, Ms. Fields explained the process of securing a professional services contract with there being no requirement to bid out such projects. She reiterated that being familiar with Mr. Huffman and the quality of his work, she is confident that he is the best person for the project. Commissioner Postell asked if Ms. Fields has anything in writing that shows the basis and procedure for securing a professional services contract; Ms. Field said that she will provide the information for him. Commissioner Postell said that he would like for this to be tabled until he has read the document. Ms. Subadan explained the professional services process, which streamlines moving projects that have been ongoing for several years, adding that she directed staff to take this direction. The firm has just completed significant projects in Atlanta and has previously done projects in Albany. She said that taking bids would most likely result in similar bids and prices at the end of the three-four month process and that her commitment is to have the pool open next summer. The bid process would result in

her not meeting the deadline and not fulfilling her commitment. Commissioner Postell thanked Ms. Subadan for her comments and stated that he is satisfied with her explanation and agreed to support her decision to move the project along through the recommended method.

Commissioner Marietta stated that he wants to ensure that the price of professional services is standard compared to other projects city/state-wide.

Hearing no further comments, the motion unanimously carried.

2016 EMPLOYEE COMPENSATION PLAN

Ms. Subadan stated that in the current budget (FY 15-2016), a significant downsizing in personnel/staff resulted in \$4.5 million in savings; therefore, her office looked at ways to diversify the City's compensation plan. She explained that she is committed to keeping a low and lean staff while appropriately compensating employees in order to keep the best with the City. She referred to the compensation strategy as a 'three-legged stool': 1) pay equity study (implemented with the last payday); 2) 457(b) sponsored plan; and 3) vacation leave 'buy back' program.

Discussing the 457(b) Plan (copy on file) Phil Roberson, Asst. City Manager explained that the Plan is another investment vehicle for employees sponsored/matched by the City. He stated that unlike the retirement plan, in which employees must reach age 60 or have 30 years of service, this Plan is portable and employees are able to take it with them when they leave the City. He said the request is 1) allow the sponsorship – not to exceed a 2% match; and 2) authorize staff to draft a proposal for a Defined Contribution Manager.

Mayor Pro Tem Coleman asked from where the City's portion would come to fund the Plan. Mr. Roberson replied that staff was charged with coming up with a 10% reduction in the current fiscal year, which equated to \$4.5 million. A brief discussion ensued regarding annually budgeting the Plan, which provides another incentive to employees. Mayor Pro Tem Coleman expressed concern taxpayers will subsidize the Plan. Mr. Roberson agreed, adding that with the reduction in workforce, this is a way for the organization to give back to employees. Ms. Subadan reported that the approximate cost of \$700,000 for this program will be funded from the balance of the \$4.5 million that was set aside with \$2.1 million being spent. She added that during the budget process each year, the Commission will make the decision whether or not to continue the program. Mayor Pro Tem Coleman said that he is sold if it is something the Commission can decide on each year.

Commissioner Marietta referred to the recent approval of Massachusetts Mutual, which he initially opposed and asked if this will be opened back up to allow employees the option to put their funds where they want, or is it too late. Mr. Roberson discussed the survey sent to employees, which, if approved, is a way for them to augment their retirement income. Commissioner Marietta asked if, once they buy-in, will they have to option to go back to Valic or with whomever they invested before. Mr. Roberson replied that there will be a menu from

which employees can choose, adding that they will have access to professional advisories who will explain their options. Commissioner Marietta asked if the City must formally rescind the previous vote on Massachusetts Mutual; Mr. Davis replied in the affirmative, adding that Mr. Roberson and Chief Rowe will report back with four-five suggested managers. Commissioner Fletcher stated that this is a fantastic option to offer employees, as well as a reward for employees whose workload doubled within the past year. It is another competitive edge to gain and retain top-notch employees.

In response to Commissioner Postell's reference to Massachusetts Mutual, AFD Chief Ron Rowe advised that this Plan will have multiple vendors. Mayor Hubbard asked if those who are currently with Mass Mutual will have the option to go with the new Plan. Chief Rowe replied that presently, there has been no activity from current providers to Mass Mutual; things were put on hold due to issues anticipated with that plan design. Mr. Roberson discussed the process of soliciting proposals with the end result being that it comes back to the Commission for a decision.

Commissioner Postell moved to approve, seconded by Commissioner Howard.

Mayor Hubbard stated that employees complained they were not allowed any input during the last process. She asked if employees who are currently in a 457 [plan], will be allowed to remain where they are or will/must they change over to the new program. Mr. Roberson explained the electronic survey for employees, which allows their feedback; an RFP that the Commission has authorized, will be put out, with Commissioners having the final say.

Hearing no further comments, the motion unanimously carried.

EMPLOYEE COMPENSATION – ANNUAL LEAVE BUY BACK

Discussing the buyback plan (copy on file) Ms. Subadan said that when an employee separates from the City they are entitled to collect any accrued, unused vacation time. The City has a significant amount of accrued vacation time on the books and, as long as it is accrued, it represents a future liability to the City. She stated that she instituted this program in Hillsborough County, which was very popular with employees. It is part of the employee's compensation plan, which will be paid out in a lump sum in December. The one-time estimated cost is approximately \$500,000 and can be included in next year's budget, should the Commission approve. She added that if all three programs discussed today are approved, the approximate, total cost will be \$3.3 million, leaving \$1.2 million on the table, which will be used with the aggressive revenue projections. She recommended approval, adding that the programs will go a long way in demonstrating to employees that they are valued.

Mayor Pro Tem Coleman asked if employees 'selling' their vacation time back are paid at their current rate of pay or at the rate they were paid when hired. Ms. Subadan replied it will be at their current rate of pay.

Commissioner Fletcher moved to approve, seconded by Commissioner Postell.

Commissioner Postell asked Ms. Subadan the approximate percentage of savings Tampa realized with the program she instituted. Ms. Subadan explained that they estimated 85% of employees would take advantage of the program, but approximately 95% opted in. The bottom line is that it offsets future liabilities. She stated that the City would have to project when employees will separate, the cost at that time and look at the difference between the cost then and now; vacation is a property right belonging to employees. In response to Commissioner Postell, she discussed employees realizing the amount of their accrued leave at the end-of-the year, which is when the City loses many employees, resulting in having to replace those positions and paying overtime; which usually affects the police and fire departments and dispatchers. She discussed cost reduction this program affords the City.

Commissioner Marietta asked if this will be an annual or a one-time deal; Ms. Subadan replied that every year the Commission will have the opportunity to continue or suspend the program in the event it becomes unfeasible.

Hearing no further comments, the motion unanimously carried.

Commissioner Marietta asked what types of benefits are offered to part-time employees. Ms. Subadan replied that part-time employees do not receive benefits. Commissioner Marietta asked if Commissioners are considered part-time employees; Mr. Davis replied that the IRS considers them full-time, adding that a state statute refers to health care benefits for all elected officials as long as the City offers the same to all employees.

ITEM(S) FOR FUTURE AGENDA

Commissioner Postell asked if a study has been conducted to determine the amount of clogging and/or water backing up when grass cuttings/debris is blown into the street, eventually ending up in our sewage system. He said he will recommend a stipulation once he gets a report from Public Works.

EXECUTIVE SESSION

Mayor Hubbard stated that a brief executive session is needed to discuss a personnel matter.

At 9:41 a.m., Commissioner Howard moved to enter into executive session, seconded by Commissioner Postell; the motion unanimously carried as follows:

Ward I	yes
Ward II	yes

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Ward III	yes
Ward IV	yes
Ward V	yes
Ward VI	yes
Mayor	yes

At 10:20 a.m., Commissioner Postell moved to exit executive session, seconded by Commissioner Langstaff, the motion unanimously carried as follows:

Ward I	yes
Ward II	yes
Ward III	yes
Ward IV	yes
Ward V	yes
Ward VI	yes
Mayor	yes

There being no further business, the meeting adjourned at 10:20 a.m.

SONJA TOLBERT
CITY CLERK