

JUNE 27, 2018
COMMITTEE OF THE WHOLE
GOVT. CTR. – RM. 100

PRESENT: Mayor Dorothy Hubbard
Mayor Pro Tem Bob Langstaff, Jr.
City Commissioners: Jon Howard, Matt Fuller, BJ Fletcher, Roger Marietta and
Tommie Postell
City Manager: Sharon D. Subadan
City Attorney: C. Nathan Davis

Mayor Hubbard called the meeting to order at 6:00 p.m., and reminded the audience of the process to address the Commission (Citizen Comments/Speaker Appearance Forms).

APPOINTMENTS

1. Appointments to Community Development Council for one-year term expiring June, 2019

Mayor Hubbard stated that one person resigned and there are a few other vacancies; the Clerk agreed that advertisements are ongoing.

2. One appointment (Mayor's appointment) to Albany Housing Authority for five-year term expiring June, 2023

Mayor Hubbard stated that these appointments will be made in the regular meeting.

TRAVEL

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

1. City Manager S. Subadan; MEAG Power Annual Meeting; Amelia Island, FL; July 8-11, 2018
2. City Manager S. Subadan, ICMA Annual Conference, Baltimore, Maryland; Sept. 22-26, 2018
3. City Clerk S. Tolbert; IIMC Training Conference; Norfolk, VA; May 17-24, 2018; \$2,478.85

HOTEL/MOTEL TAX AGREEMENT – CVB & CITY OF ALBANY

Mr. Davis discussed information as noted (copy on file) regarding approval of the Hotel-Motel Tax Agreement between the City of Albany and Albany Convention & Visitors Bureau, Inc.

There were no questions/comments on this item.

EASEMENT AGREEMENT & MOU – A. WEST ENTERPRISE & CITY OF ALBANY

Mr. Davis discussed information as noted (copy on file), regarding approval of the Easement

Agreement and Memorandum of Understanding between the City of Albany and A. West Enterprise, LLC. He discussed the benefits of this agreement and explained the process regarding training and the safety factor regarding high voltage.

Mayor Hubbard clarified that use of the facility will be at no cost; Mr. Davis agreed and added that the transformer and electricity will be paid according to the agreement as noted.

Commissioner Postell clarified that there is no cost, with Mr. Davis stating that the training costs nothing; the only cost being to put in the high voltage line to the transformer to the establishment. Jimmy Norman, Director of Utility Construction, explained that typically the Utility is in the business of selling power; however, in this case, the sales of electricity will be nominal; it will mainly be for training purposes. Therefore, the agreement made with A. West includes training for utility employees at no cost. In reply to Commissioner Postell, he advised that there is minimal cost to the City, mainly the meter and equipment, with A. West providing the transformer.

PUBLIC SAFETY MATTERS

ALCOHOL LICENSE APPLICATION – TRANSFER OF OWNERSHIP

1. Havmor Corner LLC, d/b/a Havmor Food Mart; 2200 W. Gordon Avenue; V. Patel/Agent; Beer and Wine Package; Transfer of Ownership from N. Dave. WARD 4

Commissioner Marietta stated that he spoke with the owner, who has upgraded security cameras and will be selling gas in the future. In reply to Commissioner Postell, he gave the location and the distance from the school.

PUBLIC WORKS MATTERS

SANITARY SEWER EXTENSION

Asst. City Manager Phil Roberson discussed information as noted (copy on file) pertaining to the execution of sanitary sewer extensions to residents in the 800 block of S. Shadowlawn Dr., and the 800 block of 16th Ave., in Wards 4 and 6. He asked the Commission to allow using Sales Tax VI residual funds to pay for the extension of the sewer, with residents paying a tap fee to connect

Leroy Smith, 807 S. Shadowlawn Dr., spoke in support of the need for sewer extension which is favorable to the residents in the area who are mainly seniors. He asked the Commission to approve.

Commissioner Marietta clarified that the bordering wards are 3, 4 and 6.

In reply to Commissioner Fuller, Mr. Roberson explained that the fee is set by ordinance; there is an assessment; if an alley is the appropriate route, the tap fee is \$300 to connect and if it is in the street

the fee is \$500.00; the estimated cost is \$250-260,000. He added that no engineering impediments were identified to cause concern about moving forward with this, with there being more than adequate capacity to handle this addition.

In reply to Commissioner Postell, Mr. Roberson stated that it is primarily in wards 4 and 6 and advised that the Town Hall meeting on June 23 was well represented by citizens in both wards who spoke in favor of the extension. It was explained that once they connected they would begin paying the fee, adding that it is the choice of the homeowner to continue using a septic tank until their system was compromised, then it would become mandatory to connect to City sewer.

In reply to Commissioner Howard, Mr. Roberson stated that payments can be extended in hardship cases.

Commissioner Fletcher also commented on working with citizens having hardships. Mr. Roberson explained the benefits citizens will see by being connected as well as the fact that it will be paid through SPLOST funds.

Commissioner Postell asked when construction will begin if approved. Mr. Roberson explained the process, adding that it will be brought back to the Commission after the bidding process, with the hope being this year.

Regarding 16th Ave., Mr. Roberson discussed information as noted regarding the request from Habitat for Humanity.

Scooter Cortney, Ex. Director for Flint River Habitat for Humanity discussed the home on 16th Ave. that was donated, but did not have a sewer line. He thanked the Commission for their support and staff's assistance.

In reply to Commissioner Howard, Mr. Roberson stated that there is approximately \$545,000 SPLOST VI funds available; he discussed the cost of the two areas and the remaining monies, adding that the information he gives is an estimation.

PUBLIC FUNCTION MATTERS

ZONING/SPECIAL APPROVAL APPLICATION

1. Special Approval Case #18-023 - LaShava Lamar/Applicant; Deborah W. Liggett/Owner; request Special Approval for property located at 1004 W. 3rd Avenue; to establish a Child Caring Institution (CCI) residence for up to six residents in the R-2 (Single-Family Residential) District

There were no questions/comments on this item.

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TRANSPORTATION AND TRANSIT PLANNING FUNDING

Kerrie Davis, Transportation Planner, discussed information (copy on file) regarding the request for approval of the receipt of grant funding for the purpose of transit and transportation study funding.

There were no questions/comments on this item.

DOUGHERTY AREA REGIONAL TRANSPORTATION STUDY (DARTS)

Ms. Davis discussed information as noted (copy on file) pertaining to the (DARTS) Metropolitan Planning Organization (MPO) that provides transportation planning services to the City of Albany, the City of Leesburg, Dougherty County, and the southern portion of Lee County. Federal law requires that every urbanized area be represented by an MPO. Currently, the City of Albany acts as the host/fiscal agent for DARTS MPO. In reply to Commissioner Postell, she gave the percentage of all those involved, adding that the City of Albany contributes 64.3%, which is based on population and is the 20% match. .

There were no additional questions/comments on this item.

PUBLIC ADMINISTRATION AND FINANCE MATTERS

FISCAL YEAR 2019 BUDGET ADOPTION

Derrick Brown, Finance Director, commented on the FY 19 proposed budget, which is unchanged from the May meeting when it was presented. He mentioned the millage rate rollback that has been certified and will not change (current rate 9.804). In reply to Commissioner Postell, he stated that the \$272.9 million budget is proposed, which is based on expenditures and revenues that will be collected. Commissioner Postell asked how much is spent monthly with Mr. Brown stating that approximately \$20-22.0 million per month is spent on expenditures. Continuing with the presentation, Mr. Brown advised that Dougherty County passed a millage rate increase, which will impact all city residents. Regarding rolling stock, he explained that many of the vehicles will not be in place by June 30th and that a budget amendment may be coming during the upcoming fiscal year.

Mayor Hubbard commented on not having many, if any, budget amendments, with Mr. Brown explaining the fiscal responsibility staff exercises, etc., which reduces the need for budget amendments.

Commissioner Fletcher commented on the County having the millage rate increase and citizens realizing that this is not something the City of Albany is responsible.

Commissioner Marietta mentioned professional services in the legislative department and City Manager's department, with Mr. Brown stating that he can provide the information regarding federal and state lobbyist, which is under the City Manager's budget.

Mayor Hubbard questioned changes for Municipal Court, with her concern of the Commission not having a discussion on whether to move to a full-time municipal court; there has been no information from the Municipal Court Judge, etc., and this is a policy making decision that requires discussion. She asked for information from the Judge, i.e., increase in number of cases, etc., and recommended that this not be/ put in the budget at this time.

Commissioner Postell asked for clarification to remove the money for Municipal Court from the budget with Mayor Hubbard explaining that the issue is Municipal Court going from part-time to full-time and she feels that it was proposed in the budget without Commission discussion/approval.

Commissioner Langstaff stated that it can be budgeted and if it is not approved then it will be a cost savings. He commented on the process, with Mayor Hubbard stating that there has been no written information regarding Municipal Court. Commissioner Langstaff suggested that the City always budget positions that are not filled, i.e., APD officers, and asked how the budget will be adjusted. Mr. Brown explained that the easiest way is to adopt the budget as is and if the Commission decides to not do anything [regarding municipal court], nothing happens. If it is decided to remove it today, and then approved later, another action is required; leaving it in is the least cumbersome way to handle the issue.

Commissioner Fletcher asked Mayor Hubbard if she will feel assured that nothing will be done without Commission approval, i.e., who will be full-time judge, etc.

Ms. Subadan stated that funding was put in the budget with no intent of making the change until/unless the Commission approved it; it was included so that the Commission could have the opportunity to have Municipal Court move full-time if the decision was made to take that action. She explained that she was given direction to fix the ticket issue, with her proposal being to include a court administrator, funding to carryout responsibilities, correcting the disconnect regarding tickets, etc., with funding collected and closed in Municipal Court. She said that these measures are incorporated into the budget and proposed in a way that will work.

Commissioner Howard said he will vote against the budget, adding that he agrees a full-time judge is needed, but it should be discussed further by the Commission since the Commission appoints the Judge. He agreed that more information should have been discussed by the Commission.

Commissioner Langstaff stated that he accepts that a full-time judge is needed, adding that everyone knew this was in the budget and asked why discussion was not held prior to this meeting when the budget is scheduled to be adopted tonight.

Judge Willie Weaver asked to know what exactly will be taken out of the budget so that they will know what they are working with. He stated that the issue is not whether Willie Weaver will be the full time judge. He commented on how municipal court is run, which does not include lunch and includes having an evening schedule, etc. He agreed that this will be a Charter Change and that includes discussion by the Commission. He commented on the way the court operates, i.e., tickets, etc., today as opposed to the way it was set up to run in the 1970's and suggested that a full-time person is needed to keep up with court cases, adding that the court has to change to be functional for the citizens of Albany.

Commissioner Postell commented on the municipal court’s budget and suggested leaving the budget as it is for now and make any changes later.

Judge Weaver discussed when he has been before the Commission in the past regarding the Municipal Court Budget and the varying disagreements between himself and the City Manager at that time. Today, there is no disagreement between himself and Ms. Subadan and this is where we are now. Mayor Hubbard said she is in agreement with it being done to include discussions with the Commission.

Commissioner Howard commented on the intent to put Code Enforcement under APD and asked for the rationale. Ms. Subadan explained the process to include effectiveness as part of her responsibilities in the day to day operations as it pertains to Code Enforcement. She said she feels this will put a strong presence in the community and that it is a good fit with APD, adding that there is no additional cost to make this change. In reply to Commissioner Postell, she advised that code enforcement officers will not be taking on police duties, and that department will be better suited housed under APD.

Commissioner Howard commented on changing demographics and asked that the APD Chief continue to fight crime, etc., adding that blighted property increases crime; however, he said he did not think this was a step in the right direction. APD already fights crime non-stop and he said he would hate to burden that department with additional duties.

Commissioner Fletcher commented on blighted property and crime, using the example of Ms. Lula Davis and her business, adding that code enforcement did not do a good job of following-up, especially with all the crime currently in the area. She gave another example on Highland whereby both Code and APD were at the scene and the problem was remedied immediately.

There were no additional questions/comments on this item.

PURCHASES:

Yvette Fields, Central Services Director, discussed the following (copy on file):

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|----|---|--------------|
| 1. | Janitorial Services, RL Commercial Systems - Norcross, GA | |
| | Total expenditure | \$144,309.96 |

Rob Landers, Owner, said he is headquartered in Norcross and services many municipalities in Georgia.

In reply to Commissioner Howard, Mr. Landers said this is his first time doing business in Dougherty County and that he will have staff onsite, adding that their prices were competitive, etc. In reply to Commissioner Howard, Ms. Fields stated that nine properties were bid out and they are trying something different at this time. She explained the bidding process, references being checked, etc., which resulted in RL Commercial Systems being awarded the bid; two other bids were lower, but the results of having worked with those vendors in the past were unfavorable.

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There were no additional questions/comments on this item.

Ms. Fields, discussed the following (copy on file):

2. Police Equipment Packages - Mobile Communications, Albany, GA
Total expenditure \$151,413.00

Ms. Fields discussed the following (copy on file): (there were no questions/comments on this item)

3. Network Mapping Solution – ConvergeOne, Alpharetta, GA
Total expenditure \$118,390.00

FTA SECTION 5307 CAPITAL/OPERATING – URBANIZED AREA FORMULA GRANTS

Tennasha Gresham, Customer Service Manager/Transit Planner, discussed information as noted (copy on file) regarding the FY 2019 Section 5307 Urbanized Area Formula Grants in the amount of \$4,271,258.00.

HAZARD MITIGATION GRANT REQUIRED MATCH

Paul Forgey, Planning Director, discussed information as noted (copy on file) regarding the request to apply for a federal grant (\$517,000) and use City matching funds in the amount of \$77,620. He explained the purchase of four backup generators and 11 switches for water-wells.

CITY OF ALBANY/ALBANY STATE UNIVERSITY TRANSPORTATION AGREEMENT

Ms. Gresham discussed information as noted (copy on file) regarding the request for approval to authorize the City Manager to renew the City's transportation agreement with Albany State University and gave statistics on the progress of the program as noted.

Mayor Pro Tem Langstaff questioned the rationale for the City Manager signing the MOU for future years and asked that it be brought back to the Commission yearly since it is a large amount. He stated that Commissioners Howard and Fletcher seem to be agreeing with his comments; Ms. Subadan agreeing that it can be brought back yearly.

There were no additional questions/comments on this item.

RAILROAD CROSSING IMPROVEMENTS – SPLOST VII

Bruce Maples, Director of Engineering, discussed information as noted (copy on file) regarding payment to Norfolk Southern Railway Company and GA/FL Railroad crossing improvements with use of SPLOST VII funds; the total cost is \$590,165.

Mayor Pro Tem Langstaff questioned the average age of existing crossings and how long they are expected to last. Mr. Maples said he does not know the last time the crossings were improved and

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discussed the process of repairs/improvements, etc. Regarding how long it should last, he advised that the useful life is more like 15-20 years.

In reply to Mayor Hubbard, Mr. Maples said that Norfolk Southern is providing some labor.

Commissioner Howard questioned having a model to show what we want, with Mr. Maples explaining that the federal government governs them with limited abilities with GDOT.

In reply to Commissioner Marietta, Mr. Maples explained that panels are still sitting at the Mock Road site, adding that once the contract was approved, their intent was to have their contractors install all of the panels rather than doing just one at a time and having to come back each time. He advised that Georgia/Florida opted to hold off in anticipation of approval tonight and have indicated that between July 13th and 17th they will begin the crossing improvements. They were advised that the City would like to do Mock Road first since school is out [for the summer], adding that there will be detours and hopefully traffic will not be as bad. In the proposal they requested that the road be completely closed. Commissioner Marietta asked about S. Westover with Mr. Maples briefly discussing the City's request to bypass that crossing in an effort to save money and then install concrete panels there. Choosing to ignore the City's request, some slight improvements were made and they decided that was all the City would get from them. He said that the City is in constant discussion with the railroads with the hope of changing their minds about S. Westover.

Mayor Hubbard mentioned Barkley and Swift with Mr. Maples stating that Barkley is not on the list yet; Swift and Don Cutler are being repaired at this time.

There were no further questions/comments on this item.

FINANCIAL MANAGEMENT POLICY

Derrick Brown, Finance Director, discussed information as noted (copy on file) regarding the current Financial Management Policy that was adopted in December, 2010, which did not include Albany Utilities (formerly Water, Gas & Light). He summarized the changes as noted on page 94.

In reply to Commissioner Howard, he advised that a hard copy of the policy can be provided.

Commissioner Marietta asked the name of the financial advisor with Mr. Brown stating that it is Davenport & Co., who provided a presentation to the Commission.

There were no additional questions/comments on this item.

CITY MANAGER'S UPDATE

Ms. Subadan commented on a grant for sidewalk improvements/installations with the deadline being in July and asked for consent to submit the application, which has a 20% match that will be used from SPLOST. The grant awards are a minimum of \$5.0 million. She advised that there is one

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Commission meeting in July and the recommendation from the Utility Board on EMI and the LED lights, will be brought back to the Commission. Also, Steven Carter will give a presentation on the Georgia Tech Grant that the City was awarded. She then congratulated Steven Collier and presented a service pin for his 35 years of service to the City of Albany.

There being no further business, Mayor Hubbard adjourned the meeting at 7:52 pm.

SONJA TOLBERT
CITY CLERK