

COUNCIL PRESENT: Figueras, Bruner, Wangemann, Segars
COUNCIL ABSENT: Hamrick
STAFF PRESENT: Padgett, Sheppard, Palmour, Jordan

The Mayor position was vacated upon the resignation of the Ward 1 Council Member in August. Per the Charter, the Mayor Pro Tem has the rights and privileges of the Mayor in his absence. Council Member Figueras called the meeting to order in the absence of the Mayor Pro Tem.

DEVELOPMENT AUTHORITY ISSUES:

Business Resolution: Regarding Gainesville Business Park

Attorney Tread Syfan presented a resolution to extend the maturity date on a bond involving Gainesville Business Park for an additional twelve months (from February 2014 to February 2015). The purpose of the extension was to complete the sale of the spec building. The monies from the sale would be used to pay the bond. Hall County Government will address this matter at their meeting tonight. The Chief Financial Services Officer was aware of the details.

Placed on the December 17, 2013 Council Meeting Consent Agenda

RETIREMENT PLAN A ISSUES:

FY2013 Actuarial Valuation Report

Actuary Rocky Joyner, the Segal Company, commented the funding for Retirement Plan A. The Plan was meeting and in some cases exceeding all state requirements. The recommended funding increased in percentage but the actual dollar amount decreased. The Plan has a \$2 million credit balance that can be used as needed to offset increases to the contributions from the employee and employer. The amortization period was at 15 years with a funding plan of 19 years. Mr. Joyner stated the funding level will remain in the 60% range until the 2008 losses are absorbed. In 10 years, he expected to see the funding level increase into the 70% range. He also indicated the Comprehensive Annual Financial Reports (CAFR) will change in 2015 for pension reporting based upon new requirements of the Governmental Accounting Standards Board (GASB). In closing, Mr. Joyner stated he also prepares the Retirement Plan B valuation report and reported it met all state requirements as well.

Business Resolution: Retirement Plan A Plan Document Amendment

Board Chairman David Frazier stated the proposed resolution amended the Plan Document to include changes to receive a favorable determination letter from the IRS. These changes were recommended by the attorney. They are definition in nature and do not change the benefits of the plan.

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COMMUNITY SERVICE CENTER ISSUES:

Mayor's Motorcade

Community Service Center Director Phillippa Lewis Moss reported presenting a check to Avita for more than \$1,000 along with a room full of gifts to donate.

Community Trust Fund

Community Service Center Director Phillippa Lewis Moss stated this program had been in place for over 15 years and allowed employees to make financial contributions to help others in need. This year, the fund raised \$51,000. She named the agencies that receive the majority of the donations and recognized employees that served on the committee supporting this effort.

PUBLIC UTILITIES ISSUES:

Business Resolution: Intergovernmental Agreement Between the City of Gainesville and the City of Oakwood

Assistant Public Utilities Director Don Dye stated this is a separate and stand-alone agreement with the City of Oakwood that allows the collection of an additional fee for each unit of wastewater collected. The fee will be remitted to Oakwood less a two percent management fee. Oakwood will contact the customers to be affected and has already approved the agreement.

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PUBLIC WORKS ISSUES:

Discussion: Installation of Stop Signs

Traffic Engineer Dee Taylor discussed the evaluation process for installing stop signs indicating there are two manuals that provide guidance on this subject. After an area has been evaluated, action must be taken as deemed appropriate and necessary to avoid liability issues. It was noted that a stop sign was not a traffic control device.

Council Member Wangemann asked for an evaluation of the Nix Drive and Sunset Boulevard intersection.

Business Resolution: Adoption of A Facility Naming Policy

Public Works Director David Dockery presented a resolution indicating there were no written guidelines to direct staff on what to consider when naming a facility. As such, staff drafted a policy that establishes a committee to address these matters. After some discussion, there was consensus to edit the language in the section entitled Qualifying Names.

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ADMINISTRATIVE SERVICES ISSUES:

FY2013 Comprehensive Annual Financial Report (CAFR)

Certified Public Accountant Chris Hollifield presented the CAFR and called attention to some terminology changes. Highlights from the report were noted as follows:

- The financial position of the City at close of FY2013 was
 - Net Investment in Capital Assets = \$356,984,031
 - Restricted Net Position = \$41,274,183
 - Unrestricted net Position = \$38,848,808
 - Total net Position = \$437,107,022
 - Revenues over Expenses = \$12,621,758
- The General Fund had a \$1,813,649 (7.9%) increase in revenues and a \$523,857 (2.3%) decrease in expenditures.
- The Public Utilities Fund had a \$673,475 (1.2%) decrease in operating revenue and a \$544,697 (1.4%) decrease in operating expenses.
- The expenditure pie chart has a new entry to represent the public safety building labeled as "judicial".
- Reporting changes are forthcoming as required by the Governmental Accounting Standards Board (GASB).
 - GASB 68 will add liability for FY2015 and will decrease the city's net position.
 - GASB 70 becomes effective for FY 2014 and is not expected to create significant changes.

PUBLIC SAFETY ISSUES:

Project Resolution: Milton Martin Toyota Utility Donation

Police Chief Brian Kelly stated the resolution would allow the acceptance of a trailer from Milton Martin Toyota and the purchase of an awning for the trailer. The trailer would be assigned to the Community Relations Unit to transport materials.

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CITY MANAGER'S ISSUES:

City Manager Kip Padgett announced changes to the City Manager's Office indicating Terri Kapetanis was promoted to fill the position vacated by Office Coordinator Jill Young.

Business Resolution: Designation of an Open Records Officer and Adoption of an Open Records Policy

Assistant City Manager Angela Sheppard presented a resolution naming the Records Specialist as the recipient of all open records requests on the City's behalf and indicated Jesica Zapata was serving in that capacity. The resolution also adopts a policy defining the process to be followed. Amendments to the policy are to be approved through the City Manager.

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Proposed Ordinance: Amend Chapter 10-1 Entitled Municipal Court Fees

Assistant City Manager Angela Sheppard stated the proposed ordinance was a companion for the Open Records Policy. The ordinance establishes fees (1) for releasing records through Municipal Court and (2) to certify records.

Placed on the December 17, 2013 Council Meeting Agenda

Business Resolution: Adoption of the Gainesville-Hall '96 Olympic Venue Service and Lease Agreements

City Manager Kip Padgett stated the City and the Parks & Recreation Agency contributed funding for the Olympic Venue site. The proposed resolution establishes a service and lease agreement to be handled like all other service contracts. Gainesville-Hall '96 will be responsible for raising capital funds.

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Discussion: Gainesville Parks and Recreation Property Swap

Deputy Director of Parks and Recreation Agency Michael Graham commented on a request to transfer Ivey Watson field to the Board of Education (BOE) in exchange for the Middle School athletic field to use for Parks and Recreation programs. The BOE attorney was preparing the paperwork which will be reviewed by the City Attorney. An aerial diagram was shown. It was noted that the Corp of Engineers prefers a sublease with the BOE. The Parks and Recreation Agency can make improvements to the athletic fields to make them more usable. The school will continue to use the field during school hours. Parks and Recreation will use the fields from 5:30 to 8:30. Mr. Graham stated there was a desire to present this issue to Council for general consensus before moving forward.

Upon inquiry from Council, Mr. Graham stated cost for improvements was around \$500,000.

CITY CLERK ISSUES:

Proposed Ordinance: Amend Chapter 1-6 Regarding Mayor and Council Salary

City Clerk Denise Jordan stated the Charter allows compensation of the Mayor and Council to be established by ordinance. The proposed ordinance adds compensation language to the Code Book exactly as it appeared in the old Charter.

Placed on the December 17, 2013 Council Meeting Agenda

Meeting Schedule

City Clerk Denise Jordan shared information regarding the December 17 Council Meeting, the December 19 Called Work Session and the December 27 Called Council Meeting.

EXECUTIVE SESSION:

City Manager Padgett requested an Executive Session to discuss real estate matters.

Motion to close the Work Session at 11:07 AM to enter an Executive Session to discuss real estate matters.

Motion made by Council Member Bruner

Motion seconded by Council Member Wangemann

Votes favoring the motion: Figueras, Bruner, Wangemann, Segars

Council Absent: Hamrick

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Motion to close the Executive Session at 11:44 Am and to continue the Work Session.

Motion made by Council Member Wangemann
Motion seconded by Council Member Bruner

Votes favoring the motion: Figueras, Bruner, Wangemann, Segars
Council Absent: Hamrick

OTHER BUSINESS:

Hotel Motel Tax

Chief Financial Services Officer Melody Marlowe commented on the state requirements for hotel motel tax. The Auditor has recommended language for submission to the local legislative delegation in regards to authorities to better clarify the City's ability to use hotel motel tax. It was hoped that the language could be approved during the next General Session.

City Manager Kip Padgett stated a resolution would be needed to formally present this item to the legislative delegation for action. A meeting was scheduled with representative Carl Rogers to discuss the city's intent.

ADJOURNMENT: 11:55 AM

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