

OFFICIALS PRESENT: Danny Dunagan, Ruth Bruner, George Wangemann, Sam Couvillon,
Zack Thompson, Barbara Brooks
STAFF PRESENT: Bryan Lackey, Angela Sheppard, Abb Hayes, Denise Jordan

Mayor Dunagan called the meeting to order at 10:00 AM and served as the presiding officer.

DEPARTMENT ISSUES:

FY2016 Audit Results and Comprehensive Annual Financial Report (CAFR)

Certified Public Accountant Chris Hollifield, Rushton & Company, stated the audit process was smooth and complimented staff for their assistance with preparing the CAFR. The following statements were noted:

- The audit is prepared to generate opinion letters regarding the city's financial status.
- There was an increase in the total net position as well as the total revenues over expenses.
- The unassigned fund balance contains three months in reserves.
- The report on Internal Controls and Compliance had no deficiencies.

Mr. Hollifield provided a brief review of the new Governmental Accounting Standards Board (GASB) requirements that will require changes to future audit reports.

Resolution: Fourth Quarter Budget Adjustments for Fiscal Year 2016

Budget and Purchasing Manager Matt Hamby presented a resolution to make several budget adjustments.

Placed on December 20, 2016 Council Meeting Consent Agenda

Resolution: Mapping/GIS System Upgrade Project

Water Resources Director Linda MacGregor stated the proposed resolution allowed the purchase of Geographic Information Systems (GIS) mapping software. The department recommended upgrading to the state of the art mapping software.

GIS Coordinator Jill Graham discussed how GIS will help the department locate assets, track the status of the assets and would be the foundation for a comprehensive asset management program. The software would coordinate with the County and other City software applications.

Ms. MacGregor stated this request allows the department to enter into contracts for a license to use the software, management of data in the cloud, data conversion and training.

Placed on December 20, 2016 Council Meeting Consent Agenda

Gainesville 2030 Comprehensive Plan Five-Year Update

Community Development Director Rusty Ligon stated the rules and regulations of the Department of Community Affairs (DCA) require a Comprehensive Plan update every five years. The next update is due to DCA in June 2017. A public hearing was advertised for the upcoming Council Meeting at which time Consultant Jerry Weitz would present what will be addressed during this update.

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CITY MANAGER ISSUES:

Resolution: Lake Lanier Olympic Park Master Plan Implementation

City Manager Bryan Lackey stated Gainesville Hall '96 Roundtable, Incorporated was pursuing a grant for Phase II improvements to the park. An environmental assessment is to be reviewed by the Army Corp of Engineers prior to applying for the grant. The city has been asked to cover half of the cost for the assessment and half of the administrative fee. The proposed resolution authorizes the expenditure of \$11,275 from contingency and authorizes execution of documents including but not limited to an intergovernmental agreement.

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Resolution: Funding for Chattahoochee Golf Course Golf Carts

City Manager Lackey reported there's an urgent need to replace golf carts. Staff was present to discuss the details.

Chief Financial Services Officer Jeremy Perry stated the proposed resolution authorizes (1) the transfer of \$21,000 from the general fund to the golf course fund, (2) a lease agreement for golf carts and (3) the increase of golf cart fees. The plan was to trade in 60 carts for a new fleet of 65 carts through a 60-month lease.

Golf Course Director Rodger Hogan stated the department keeps a fleet of 65 golf carts. He stated the existing electric carts (7 years old) have a life expectancy of 3 to 4 years. The fleet is experiencing maintenance problems. The proposal includes changing to gas carts which have a longer life expectancy. Several cars were evaluated and Advisory Committee members participated in the selection process. The group unanimously selected the proposed carts.

There was a brief discussion about the location of the gas tank.

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Breakfield Swearing In Event

City Manager Lackey reminded the group of the Swearing-In Ceremony of Judge Breakfield on December 16, 2016 in Roosevelt Square at 4:00 PM.

CITY CLERK ISSUES:

Resolution: 2017 Work Session/Council Meeting Calendar (January through June)

City Clerk Denise Jordan stated the proposed 2017 meeting calendar addresses the first six months of the year. Holidays were considered when selecting the second and fourth Tuesday in January for the Council Meeting dates. The remaining Council Meetings are on the first and third Tuesday in each month. All Council Meetings are scheduled to begin at 5:30 PM. All work sessions are scheduled on Thursday preceding the Work Session at 9:00 AM. There will be an opportunity at the Council Retreat to discuss the meeting schedule for July through December.

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Mrs. Jordan stated Council secured the minister to deliver the invocation at regular scheduled Council Meetings in past years and was being asked to do the same in 2017. A sign-up sheet was available to eliminate duplication. Council Members would be reminded of their selections.

2017 Organizational Meeting Discussion

City Clerk Denise Jordan stated the next few items would be addressed during the January 10, 2017 organizational meeting.

- Emergency Interim Successors Resolution: This resolution is addressed annually and establishes the order of succession. The current order went into effect this past January. Historically, the order rotates every two years at the discretion of the Council.

There was consensus to continue the current order of succession.

- Appointment of Administrative Hearing Officer: This appointment is addressed annually. Judge Hammond Law currently serves in this capacity.

There was consensus to reappoint Judge Law.

- Appointment of Georgia Mountains Regional Commission Representative: This appointment is addressed annually.

There was consensus to reappoint Council Member Wangemann.

- Appointment of Legal Organ: This appointment is addressed annually.

There was consensus to reappoint The Times.

- Board/Committee Ex-Officio Appointments: A list was provided showing the 2016 appointments.

There was consensus to reappoint the existing ex-officio appointments for 2017.

MAYOR/COUNCIL ISSUES:

Council Member Bruner

1. Inquired about the Hall '96 Ex Officio appointment. It was noted that Council Member Bruner serves a three-year term.
2. Presented a Main Street Advisory Board ex-officio report.

Council Member Wangemann

Presented the Planning and Appeals Board ex-officio report.

Council Member Couvillon

Presented the Parks & Recreation Board Meeting ex-officio report.

Appointment(s): Historic Preservation Commission

Asked to table the Historic Preservation Commission discussion until the next work session.

EXECUTIVE SESSION:

Mayor Dunagan requested an Executive Session to discuss personnel matters and asked all staff to leave except the Administrative Services Director and the City Clerk.

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

Motion made by Council Member Wangemann
Motion seconded by Council Member Couvillon

Votes favoring the motion: Bruner, Wangemann, Couvillon, Thompson, Brooks

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The following individuals attended portions of the Executive Session: Council Member Bruner, City Manager Bryan Lackey, Administrative Services Director Janeann Allison and City Clerk Denise Jordan.

Motion to close the Executive Session at 11:37 AM to continue the Work Session.

Motion made by Council Member Wangemann
Motion seconded by Council Member Couvillon

Votes favoring the motion: Bruner, Wangemann, Couvillon, Thompson, Brooks

OTHER BUSINESS:

Housing Sweep

Community Development Director Rusty Ligon shared the results of a recent housing sweep noting 63 violations would be distributed on January 3, 2017. The property owners would have 60 days to obtain permits and make repairs. He anticipated most would not be able to complete the work and would subsequently receive citations to appear in court.

Assistant City Manager Angela Sheppard reported the City Attorney and Solicitor helped staff navigate through this process. She commended Code Enforcement Officer Sara Wilson-Britt for a job well done and for helping families needing assistance.

ADJOURNMENT: 11:46 AM

/dj

C. Danny Dunagan, Jr., Mayor

Denise O. Jordan, City Clerk