CITY OF DUNWOODY
July 20, 2009
CITY COUNCIL WORK SESSION MINUTES

The Mayor and Council of the City of Dunwoody held a City Council Work Session on Monday, July 20, 2009 at 7:00 p.m. The Council Meeting was held in the City of Dunwoody City Hall, 41 Perimeter Center East, Dunwoody, Georgia 30346. Present for this meeting were the following:

Mayor	Ken Wright
District 1, Post 1	Denis Shortal, Council Member
District 2, Post 2	Adrian Bonser, Council Member
District 3, Post 3	Tom Taylor, Council Member
At Large, Post 4	Robert Wittenstein, Council Member
At Large, Post 5	Danny Ross, Council Member
At Large, Post 6	John Heneghan, Council Member
Staff Present:	Brian Anderson, City Attorney
	Warren Hutmacher, City Manager
	Karine Roy, Assistant City Clerk
	Bill Grogan, Chief of Police
	Jeff Timler, Community Development
	Chris Pike, Finance Director
	Lenny Felgin, Assistant City Attorney
	Kimberly Greer, Community Development
	Tanya Jackson, Project Manager Office
	Edie Damann, Marketing/Public Relations

Mayor Wright called the Meeting to order.

APPROVAL OF THE MEETING AGENDA: Council Member Shortal motioned to approve the meeting agenda as written. Council Member Taylor seconded. Mayor Wright called for a vote and the motion carried unanimously (7-0).

PUBLIC COMMENT: Mayor Wright requested public comment.

Joe DeVita – thanked everyone for their time spent with the Chamber of Commerce and their input in the structure of the CVB.

Steve Barton – spoke on sanitation and asked that the City keep the same sanitation service that DeKalb County uses.

Mayor Wright closed public comment.

MAYOR AND COUNCIL COMMENT: There was no Mayor and Council comment.

CITY BUSINESS

Boyken update: City Manager Warren Hutmacher reported that Boyken International was paid $15,676 for services conducted in June, bringing the total cumulative cost as of June 30, 2009 to $543,104.

June financial report: Chris Pike, Finance Director, presented the June financial report. He reported that the City has received the tax digest. Mr. Pike reported total revenues collected to date of $2,481,532, and that over $100,000 in Dunwoody business license fees had been collected by DeKalb County and the City is working on retrieving those fees. Council Member Wittenstein asked what the fees are for businesses headquartered in Dunwoody and work on a national level. Mr. Pike replied that they are only taxed on their Georgia revenues. Council Member Wittenstein suggested that the non-departmental expenditures be split out on the published budget. Council Member Shortal asked if the $100,000 that DeKalb County has for the business licenses will be paid directly to the City. City Manager Warren Hutmacher replied that businesses will apply for a refund with DeKalb County and then apply with the City for their business license.

Council Member Shortal asked if the ad valorem tax will come directly to the City. Mr. Pike replied that ad valorem fees currently go to DeKalb County and the County then sends them to the City on a weekly basis. Council Member Shortal asked if the budget numbers are wrong for the alcohol beverage licenses. Mr. Hutmacher replied that the original list provided by DeKalb County was incorrect and we should have budgeted lower.

Council Member Ross requested two columns on the report for hotel/motel tax to indicate the 2% and 3%. Council Member Heneghan asked if the budget was set prior to or after the exemption was put in place for businesses making less than $12,000. Mr. Hutmacher replied that the City would look into that.

Sanitation: Jeff Timler, Community Development, said the City is looking to outsource for sanitation services and the goal is to create a RFP that meets or exceeds DeKalb County's service. Council Member Wittenstein made the following suggestions: 1) public hearings not held on Mondays, and 2) put together a citizen group to look into what the citizens think. Council Member Taylor reiterated that no decisions have been made and recommended moving forward with the idea of the RFP. Council Member Shortal said he isn't sure the pros are good and suggested trash pickups more than once a week. He asked what the legalities were for doing a onetime payment for services. City Attorney Brian Anderson replied that the City has the right to award a franchise agreement and could proceed with a RFP. Council Member Heneghan recommended consideration for expanded services, such as leaf pickup. Mayor Wright suggested using a committee already in place for input. Council Member Bonser agrees with using the Sustainability Commission to gather opinions on outsourcing sanitation services.

Update on city website: Edie Damann, Marketing/Public Relations, presented the new features of the city website that launched on July 1, 2009. She said the website was redesigned, with additional features to come, such as the addition of a color coded district map, a photo gallery, and a zip code search. City Manager Hutmacher said the photo gallery would be monitored and photos will need approval. Council Member Shortal suggested an explanation of the arrows on the calendar and the

addition of a yearly view of the calendar. Mayor Wright suggested a drop down menu instead of arrows for changing months. Council Member Heneghan suggested more RSS feeds and asked when the contract is over and how much it cost. Mr. Hutmacher said $50,000 was allotted for this phase, which is nearing completion. He added that the contract is 80% to 95% complete. Council Member Ross suggested replacing the video of Dunwoody using the original video for better resolution and a revision of the history of the city. Council Member Heneghan said the transparency is good and everything is easy to find.

Grants update: Tanya Jackson, Project Management Officer, stated that DeKalb County is receiving $8.25 million from the MARTA Offset funds and the City will be working our project requests through DeKalb County. The City is requesting DeKalb County fund the Dunwoody Village Parkway TE project for $800,000 to cover the match and grant shortfall, this would be a gain of $200,000 for the City. The City will need to move forward with LARP as it is due on August 1, 2009. We are still awaiting final word on approval from GDOT for the Competitive Surface Transportation Program in regard to the Chamblee-Dunwoody pavement rehabilitation. Council Member Shortal asked if LARP funds are matching or 100%. City Manager Hutmacher replied that LARP funds are 100%.

Street parking at Marcus Jewish Community Center: City Manager Hutmacher said that well attended events at the Marcus Jewish Community Center cannot hold the number of vehicles accessing the event, causing neighbors to be inconvenienced. Staff recommends the installation of no parking signs, which could be a 3 to 4 month process. Council Member Shortal asked that Staff proceed slowly and issue warnings prior to issuing citations.

Reverse 911: Chief Grogan briefly described that Reverse 911 allows the police department to contact a mass number of people in the event of a missing child, neighborhood burglaries, an escaped prisoner and other types of information. He said the costs varies from $50,000-$70,000 depending on the type of service selected. Only listed numbers are called and if a person doesn't have a land line they can opt in their cell phone number. Council Member Bonser asked if this service would be effective to inform the citizens of a tornado. Chief Grogan replied that weather alert service is something people can opt into if they're interested. Council Member Shortal suggested looking at this at the end of the budget year, as well as tornado sirens. Council Member Heneghan also recommended the Neighborhood Watch program Calling Post, which is only paid for when used and is used only for emergencies.

Discussion of Dunwoody Convention and Visitors Bureau: City Attorney Brian Anderson said that he spoke with the Secretary of State's office and they said getting a separate incorporated entity in the name "Convention & Visitor's Bureau of Dunwoody, Inc." would probably not be allowed since it is too similar to the "Dunwoody Convention & Visitors Bureau, Inc." name. Mr. Anderson said they did say it should not be a problem to get the owner of the DCVB, Inc. name to relinquish that name to the City; however the by-laws would have to be tweaked. Council Member Ross said that Brian Anderson is the Dunwoody authorized representative.

Council Member Wittenstein suggested adding something that indicates that the CVB will adhere to the Georgia Open Records requirements and have it included in the by-laws and to one member from a restaurant, not a member from retail. Council Member Ross responded that it would be

inappropriate to exclude a retailer. Mayor Wright asked Mr. Anderson to write in that the board makes the decision on the retailer/restaurant member. Council Member Ross said the City should not dip into the money and therefore he would like to strike the verbiage on the annual budget and have it read "the City will provide a full 2% pursuant to the act of the CVB". Council Member Shortal said Section 1.1L needs to clearly state that the CVB board will provide quarterly reports to the public at City Council meetings on operations and finances and when requested by Council. Council Member Wittenstein suggested the discussion of a Marketing Director be removed from the by-laws and the language on discussion of how hoteliers are represented be cleaned up.

Mid-year vendor contract discussion: City Manager Hutmacher presented the contract amendments for all three vendors and announced that things have been operating well for the past seven months.

Lowe Engineers: Mr. Hutmacher recommended that Lowe Engineers manage the storm water utility program. Their fee for storm water for the following years would be: 2009 is $125,000; 2010 is $250,000; and 2011 is $250,000. Council Member Wittenstein reminded that this new service would have to go through the RFP process since it is over $50,000. Council Member Taylor asked Mr. Hutmacher to research if stormwater utility services were part of the contract. Council Member Heneghan requested an update on the GIS services. Mr. Hutmacher replied that GIS is setup under a different contract.

Calvin, Giordano & Associates: Mr. Hutmacher recommended the addition of one additional court staff for $40,000 and increasing the number of court sessions. Council Member Taylor agreed that something has to be done to improve the court situation. Council Member Heneghan requested an update on the Records Management System. Mr. Hutmacher replied that the final roll out is not anticipated to take place until November, adding that one of the benefits of the system will be the ability to enter citations electronically rather than manually.

Clark Patterson Lee: Mr. Hutmacher recommended the addition of two positions; a Special Projects Planner for $42,000 and a Planning Coordinator for $37,000. Council Member Wittenstein agreed if the City can afford it and asked to see the impact on the budget.

Sustainability Commission Refocus: Jeff Timler, Community Development, spoke on behalf of the Sustainability Commission and said the resolution amends the deadline for achieving Green Communities certification, due to the Comprehensive Plan process and refocusing their approach to working on government-only measures. City Manager Warren Hutmacher reiterated they are only changing the timeframe and not what they would like to accomplish. Council Member Wittenstein spoke in favor and requested a list of what the Sustainability Commission hopes to accomplish.

Discussion of traffic calming policy: Alex Hofelich spoke on behalf of Lowe Engineers and presented the current policy and basic traffic calming concepts and pitfalls. Council Member Wittenstein requested that Lowe Engineers recommend the roads in Dunwoody that need to be re-striped. He asked how the decision is made to determine who the City funds. Council Member Shortal said all must be treated fairly and assessed and reiterated that the City cannot afford traffic calming devices for everyone. Council Member Heneghan recommended offering lower cost items in the event residents do not want speed humps. Council Member Bonser said each situation needs

to be looked at to determine if speed humps are warranted; she added that having a cul-de-sac would only create more traffic. Council Member Heneghan said that every house on Village Creek Drive will pay $325 for speed humps if the vote is passed.

Resolution to approve traffic calming on Village Creek Drive: Mayor Wright voiced his opinion that the citizens on Village Creek Drive should get traffic calming devices, pointing out that they have tried to work with DeKalb County to get them for over eight years. Council Member Shortal said these traffic calming devices would cost $25 per month per household and would be a 13 year pay back to the City.

Update on ADA: City Manager Hutmacher appointed Jennifer Peterson, Community Development Director, as the ADA Coordinator. He said that the focus would be on the roadways and sidewalks. Council Member Heneghan mentioned that the citizens want the police department to enforce illegal parking in handicapped spaces.

Discussion of Taxi Cabs: City Manager Hutmacher stated that the current code prohibits taxi-cabs over six years old, however, the code could be amended to allow antique taxi-cabs.

Chamber of Commerce matters: Council Member Ross reported that he met with Bill Grant of the Chamber of Commerce and that he feels the City should be involved with the Chamber and become a member at the $1,200 level. City Manager Warren Hutmacher mentioned that City Hall has available space for the Chamber to use. The Chamber would pay $500-$1,000 to rent the space. Council Member Ross asked if there was anything in the Charter that would prohibit the City from leasing the space to the Chamber and if is legal for the City to become a member of the Chamber. City Attorney Brian Anderson replied that there could be a gratuity issue, however the city would charge rent for the use of the space. Mr. Anderson said that becoming a member of the Chamber would be just like being a member of any other organization.

Discussion on the elimination of a voting meeting for Mayor and Council: City Manager Hutmacher spoke on the possibility of eliminating one of the two monthly City Council voting meetings and having one voting meeting and one work session meeting per month. Council Member Shortal said he would like to see this down the road, adding that there is too much going on right now to eliminate a meeting. Council Member Wittenstein agreed.

Discussion of public comment periods during meetings: Council Member Wittenstein made the following suggestions regarding public comment periods during meetings: to open public comment without needing to say those in favor and those opposed or to only have public comment if there is an advantage to do so. Council Member Taylor suggested the rules of public comment be posted on the back table in the Council Chambers. Council Member Shortal suggested the Mayor ask if anyone feels the need for public comment.

PUBLIC COMMENT: Mayor Wright requested public comment.

Clayton Coley – spoke in favor of the traffic calming on Village Creek Drive saying it is uniquely dangerous and residents never expected such rapid growth on this street.

Mayor Wright closed public comment.

EXECUTIVE SESSION: Mayor Wright motioned to break into executive session for legal discussions. Council Member Shortal seconded. Mayor Wright called for a vote and the motion carried unanimously (7-0).

ADJOURN

Council Member Wittenstein motioned to adjourn. Council Member Shortal seconded. The vote carried unanimously (7-0). There being no further business the meeting was adjourned.

Approved by:

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Ken Wright, Mayor

Attest:

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Sharon Lowery, City Clerk