



**City of Flowery Branch
City Council Meeting
Thursday, July 15, 2021, 6:00 PM
City of Flowery Branch City Hall
5410 W. Pine Street, Flowery Branch, GA 30542**



CALL PUBLIC HEARING TO ORDER:

Mayor Mike Miller called the council meeting to order at 6:10 pm.

Present Mayor Miller and Council Members Joe Anglin, Ed Asbridge, Amy Farah, Leslie Jarchow and Chris Mundy

Also present were Vickie Short, City Manager, Shelia Cooper, Assistant City Clerk, Angela Couch, City Attorney, Alisha Gamble, Finance Director, Rich Atkinson, City Planner, Bill Whidden, Public Works Director and Chris Hulsey, Police Chief.

PLEDGE OF ALLEGIANCE:

Boy Scout Troup #534 led the Pledge of Allegiance.

PUBLIC HEARING:

A rezoning request from JPC Design and Construction, LLC. to rezone a 2.08 +/- acre tract of land identified as 5512 McEver Road, tax parcel number 08099 000009, from NS (Neighborhood Shopping) to HB (Highway Business).

Rich Atkinson presented the request by JPC Design and Construction, LLC. The proposal consists of rezoning 2.08 +/- acres from NS (Neighborhood Shopping) to HB (Highway Business). Applicant wishes to rezone 5512 McEver Road, parcel #08099 000009. The intent is to construct a fast-food restaurant with a drive thru. The zoning ordinance allows this type of establishment in HB but not in NS.



**Concept
Plan**

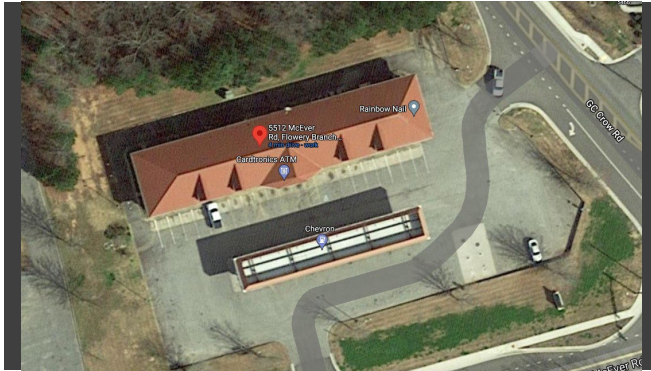
The pumps will remain as well the primary structure.

The end unit will be demolished, and the restaurant built.

The remaining suites will be renovated inside and out.

Landscaping will be enhanced, and new signage will be installed





Schedule for this proposal is as follows:

- July 15 – Work Session, Public Hearing
- August 5 – Work Session, if requested
- August 19 – First Vote
- September 2 – Work Session, if requested
- September 16 – Final Vote

Council person Anglin inquired about the septic tank for the service station and the car wash. He also wanted to know if it was possible to have two entrances instead of the current one entrance. Mr. Atkinson replied that two entrances are being considered.

Council person Jarchow questioned if it would be specifically Hardee's that has been displayed on the rendering or if it would be another fast-food chain. Mr. Atkinson replied that it is intended to be a Hardee's Restaurant. Mr. Anglin questioned if the entire building would get a face lift and have professional landscaping. Mr. Atkinson confirmed the redesign and landscaping. Council person Asbridge questioned if a turn lane would be needed for the entrance on G.C. Crow Road and McEver.

A representative from Jones Petroleum gave a brief history of the site and information on the sewer easement. Mr. Anglin wanted to reiterate that a turn lane might be warranted and would like to have a traffic study done regarding a turn lane at the intersection. The representative from Jones Petroleum stated they would consider a traffic study.

PUBLIC COMMENTS:

There were no public comments.

NEW BUSINESS -WORK SESSION:

Consider Clark, Patterson, and Lee proposal for the management services of the construction of the City's wastewater treatment plant.

Ms. Short presented this proposal and explained that the Wastewater Treatment Plant expansion will be the largest and most complex project in the City's history. Due to the size and complexity of the project, staff requests that Clark, Patterson, and Lee represent the city during periodic Owner, Architect, Contractor meetings. CPL will manage the project schedule and budget and will be updating staff as well as Mayor and Council throughout the completion of the project, which could last approximately 26 months.

Consider Black and Veatch Proposal for Capacity Study of Wastewater Treatment Facility

Ms. Short presented the proposal and explained that the Wastewater Treatment Plant needs interim improvements to increase capacity prior to the construction of the planned plant expansion. Black and Veatch will provide written preliminary reports and sketches that will allow the procurement of construction services for the improvements.

Consider Resolution 21-009 - Mercer Group Professional Services Contract and Budget Amendment

Mr. Anglin presented this resolution and explained the Mercer Group is a research firm that recruits administrators, police chiefs and financial directors. They have many years of experience with municipalities and have a deep understanding for hiring the city manager positions. Mr. Anglin explained that this process will take several months to search applicant and to be qualified for this open city manager position. This cost will be \$17,500.00 with an additional cost of up to \$4,200.00 for expenses. This contract will have a one-year warranty.

Woodfield Conservation Easement

Ms. Short presented and explained that a condition of the Woodfield zoning required the Developer to execute and provide the City with a Uniform Deed of Conservation and Trail Easement. The acquisition of this easement will allow for interconnectivity of Flowery Branch Middle School to the north and the Hickman and Stonebridge Village properties to the south and facilitate the overall development of the South Hall portion of the Highlands to Islands Trail System. Staff recommends authorizing the mayor to sign the Uniform Deed of Conservation and Trail Easement.

Consider Resolution 21-010: Local Recovery Assistance Funds Under the American Rescue Plan Act of 2021.

Alisha presented this resolution and explained that on March 11, 2021, the American Rescue Plan Act of 2021 was signed into law by President Biden. Three hundred fifty billion dollars (\$350,000,000,000) is now available to assist state, local, territorial, and tribal governments to address the negative impacts of COVID-19. Flowery Branch is considered a "Non-Entitlement Unit" meaning we have a current population of less than 50,000 and we will receive our funding directly through the state. The City of Flowery Branch has been awarded a total of \$3,108,858. The 50% was deposited on July 12, 2021 (FY2022) in the amount of \$1,554,429. The remaining 50% will be deposited in one year (FY2023). Staff is currently reviewing the plan requirements in comparison with our FY2022 budget and 5-year capital improvement plan for eligible

projects. Staff plans to present a list of proposed projects to Council for consideration and approval during one of the scheduled August work sessions.

A rezoning request from JPC Design and Construction, LLC. to rezone a 2.08 +/- acre tract of land identified as 5512 McEver Road, tax parcel number 08099 000009, from NS (Neighborhood Shopping) to HB (Highway Business).

No additional comments on the rezoning request.

Consider Ordinance #646 Salary Increase for Mayor and Council

Mr. Anglin presented this ordinance and explained that the last increase was in the year 1995. The proposal would increase the mayor's salary from \$500 to \$750 and council members salary would increase from \$400 to \$600. He stated that their workload has increased over the years.

Mayor Miller advised that this ordinance must be passed before qualifying for the election that will take place in November of this year and it will not go into effect until January 1, 2022. Mayor Miller stated that he was not running for reelection for mayor and that this salary increase will not be in his favor but that this position needs to have an increase in salary.

DEPARTMENT REPORTS:

Retirement Plan Valuation Update as of January 1, 2021

Mrs. Gamble presented this plan valuation and explained the main purpose of valuation report is:

- Provide the City recommended rates of contribution.
- Provide summary of participant data as of snapshot valuation date.
- List all Assumptions and Methods that went into developing contributions and liabilities.

Retirement Valuation Update as of 1/1/2021:



- Where is the City with funding?
 - As of 1/1/2021, we have 83.20% funded market value of assets. This funded percentage is low because we started the plan in 2014 (which created the unfunded liability).
 - Funded percentage increased 6.21% from 2020 -2021(62.83% to 69.04%)

Valuation Date:	Administrative Expenses	Annual Minimum Contribution Amount	Percent of Expense/ Contribution Amount	Annual Contribution Percentage	Funded Ratio to Market Value
1/1/2021	\$ 6,744	\$ 175,172	3.85%	10.57%	69.04%
1/1/2020	\$ 6,963	\$ 188,657	3.69%	9.18%	62.83%
1/1/2019	\$ 6,323	\$ 169,444	3.73%	10.19%	64.91%
1/1/2018	\$ 5,954	\$ 146,847	4.05%	9.52%	56.57%
1/1/2017	\$ 5,934	\$ 157,500	3.77%	9.58%	39.60%
1/1/2016	\$ 5,843	\$ 147,319	3.97%	9.26%	10.07%

Retirement Valuation Update as of 1/1/2021:



- Why did administrative fees decrease and the contribution percentage and funded percentage increase?
 - From 1/1/2020 to 1/1/2021, our demographics for our plan changed significantly.
 - Retired participants, vested former employees increased and number of active employees in the plan decreased (paying out more)
 - Valuation of payroll increased due to COLA increases and STEP adjustments increased payroll for all employees city -wide

Demographic data as of valuation date:	2021	2020	2019
Number of retired participants & beneficiaries:	4	2	1
Number of vested former participants:	9	6	4
Number of active employees:	30	43	35
Total valuation payroll:	\$ 1,638,190	\$ 2,031,478	\$ 1,639,971
Average valuation payroll:	\$ 54,606	\$ 47,244	\$ 46,856

- When will the City be fully funded?
 - Full funding is set for a 30-year amortization from the start of the fund. Funding target levels are between 125% - 150% for ongoing mature plans. Our goal is to be fully funded by 2044. We are trending closer to this goal each year.
- How will hiring new employees affect the funding?
 - Valuation of the minimum annual contribution is updated annually with the Retirement Census Report. Any new employees hired in the future will not be a part of the valuation of the year they are hired. The recommended annual contribution will increase by the valuation percentage per new employee added in year two of employment. Right now, our percentage is 10.57% annual contribution of payroll (\$175,172).
- How is our plan different from all the other plans outside of Georgia that are having trouble with funding?
 - State Funding Standards (Georgia Code Section 47-20-10)
 - Each year, all participants are required to make at least the minimum contribution, which is \$160,700, to ensure the plan is well funded.
 - Other plans outside of Georgia failed because of reallocation of resources or failed economies
 - GA state minimum assures funding and GMA has stricter funding guidelines than the state to be able to help cities during an economic downturn such as in 2008 and the current pandemic with COVID-19.

ADJOURNMENT WORK SESSION:

Mayor Miller adjourned the work session at 7:05 pm.

VOTING SESSION AGENDA

CALL VOTING SESSION TO ORDER:

Mayor Miller called the voting session to order at 7:05 pm.

PUBLIC COMMENTS:

John Watson, 5234 Church Street, 5238 Church Street, 5308 Spring Street, 5509 Gainesville Street, Flowery Branch, GA 30542

Mr. Watson is concerned with the lack of sidewalks at his properties, he would like to see more speed control, and safety improvements throughout the City. He would like to see clean up of some properties in the City.

Ray Stanjevich, 5627 Church Street, Flowery Branch, GA 30542

Mr. Stanjevich is opposed to the rezoning for the townhome development that is proposed for Church Street.

Suzanne Stanjevich, 5627 Church Street, Flowery Branch, GA 30542

Mrs. Stanjevich is opposed to the rezoning for the townhome development that is proposed for Church Street.

Darcy Douglas, 4715 Deer Crossing Court, Flowery Branch, GA 30542

Ms. Douglas is opposed to the rezoning on Church Street.

Janet Upchurch, Sample Pleasures, 5504 Main Street, Flowery Branch, GA 30542

Mrs. Upchurch owns the property at 5605 Church Street. She is concerned about the sidewalk drainage and flooding issues.

Gail Russell, 5633 Church Street, Flowery Branch, GA 30542

Ms. Russell is opposed to the rezoning on Church Street. She has safety concerns and would like cleanup in the City.

Megan & Kelly McLincha, 5628 Church Street, Flowery Branch, GA 30542

Mr. and Mrs. McLincha are concerned about the rezoning on Church Street. Mrs. McLincha is in favor of Mayor and Council salary increases. Mrs. McLincha would like to see speed bumps installed.

Scot & Donna Chalmers, 5926 Mitchell Street, Flowery Branch, GA 30542

Mr. Chalmers opposes the townhomes proposed on Church Street.

Kathy Forte, 6363 Green Oak Ridge, Flowery Branch, GA 30542

Ms. Forte is opposed to the rezoning on Church Street. Ms. Forte supports Mayor and Council salary increase.

Faith Hays, 6905 Hopscotch Court, Flowery Branch, GA 30542

Mrs. Hays is in favor of the Mayor and Council salary increases and she does not feel that a 50% increase is not enough of an increase.

CONSENT AGENDA:

- Consider June 3, 2021, Meeting Minutes
- Consider June 10, 2021, Meeting Minutes 9 am
- Consider June 10, 2021, Meeting Minutes 6 pm
- Consider June 17, 2021, Meeting Minutes

There was a motion made to approve Consent Agenda:

MOTION: Leslie Jarchow

SECOND: Chris Mundy

AYES: Joe Anglin, Ed Asbridge, Amy Farah, Leslie Jarchow, Chris Mundy

NAYS: None

Motion carried

NEW BUSINESS - VOTING SESSION:

Consider Clark, Patterson, and Lee proposal for the management services of the construction of the City's wastewater treatment plant.

There was a motion made to Clark, Patterson, and Lee proposal for the management services of the construction of the City's wastewater treatment plant.

MOTION: Ed Asbridge

SECOND: Leslie Jarchow

AYES: Joe Anglin, Ed Asbridge, Amy Farah, Leslie Jarchow, Chris Mundy

NAYS: None

Motion carried

Consider Black and Veatch Proposal for Capacity Study of Wastewater Treatment Facility

There was a motion made to approve Black and Veatch Proposal for Capacity Study of Wastewater Treatment Facility.

MOTION: Chris Mundy

SECOND: Leslie Jarchow

AYES: Joe Anglin, Ed Asbridge, Amy Farah, Leslie Jarchow, Chris Mundy

NAYS: None

Motion carried

Consider Resolution 21-009 - Mercer Group Professional Services Contract and Budget Amendment

City Attorney, Angela Couch, read the caption.

There was a motion made to approve Resolution 21-009 - Mercer Group Professional Services Contract and Budget Amendment.

MOTION: Amy Farah

SECOND: Chris Mundy

AYES: Joe Anglin, Ed Asbridge, Amy Farah, Leslie Jarchow, Chris Mundy

NAYS: None

Motion carried

Woodfield Conservation Easement

There was a motion made to approve Woodfield Conservation Easement.

MOTION: Joe Anglin

SECOND: Amy Farah

AYES: Joe Anglin, Ed Asbridge, Amy Farah, Leslie Jarchow, Chris Mundy

NAYS: None

Motion carried

Consider Resolution 21-010: Local Recovery Assistance Funds Under the American Rescue Plan Act of 2021.

City Attorney, Angela Couch, read the caption.

There was a motion made to approve Resolution 21-010 approving and authorizing the Finance Director, Interim City Manager and Mayor to execute certain documents required to apply for and accept local recovery assistance funds under the American Rescue Plan Act of 2021; providing an effective date; and for other purposes.

MOTION: Amy Farah
SECOND: Leslie Jarchow
AYES: Joe Anglin, Ed Asbridge, Amy Farah, Leslie Jarchow, Chris Mundy
NAYS: None
Motion carried

Consider Ordinance #646 Salary Increase for Mayor and Council

City Attorney, Angela Couch, read the caption.

There was a motion made to approve Consider Ordinance #646 Salary Increase for Mayor and Council.

MOTION: Joe Anglin
SECOND: Amy Farah
AYES: Joe Anglin, Ed Asbridge, Amy Farah, Leslie Jarchow, Chris Mundy
NAYS: None
Motion carried

EXECUTIVE SESSION:

There was a motion made to enter executive session at 8:00 pm.

MOTION: Amy Farah
SECOND: Chris Mundy
AYES: Joe Anglin, Ed Asbridge, Amy Farah, Leslie Jarchow, Chris Mundy
NAYS: None
Motion carried

There was a motion made to reconvene open session at 9:51 pm.

MOTION: Leslie Jarchow
SECOND: Amy Farah
AYES: Joe Anglin, Ed Asbridge, Amy Farah, Leslie Jarchow, Chris Mundy
NAYS: None
Motion carried

ADJOURNMENT:

There was a motion made to adjourn at 9:51 pm.

MOTION: Joe Anglin
SECOND: Amy Farah
AYES: Joe Anglin, Ed Asbridge, Amy Farah, Leslie Jarchow, Chris Mundy
NAYS: None
Motion carried

Mayor – Mike Miller

Date

Assistant City Clerk – Shelia Cooper