



**CITY OF FAIRBURN
CITY HALL
56 Malone Street
Fairburn, GA 30213
March 14, 2016
7:00 P.M.**

The Honorable Mayor Mario Avery

The Honorable Lydia Glaize
The Honorable Elizabeth Hurst
The Honorable Hattie Portis-Jones

The Honorable Alex Heath
The Honorable Pat Pallend
The Honorable James Whitmore

Tom Barber
Stephanie Tigner
William Randy Turner

City Administrator
Assistant City Clerk
City Attorney

- I. MEETING CALLED TO ORDER: Honorable Mayor Mario Avery**
- II. ROLL CALL:** All members were present which constituted a quorum.
- III. INVOCATION:** was provided by Mayor Mario Avery.
- IV. PLEDGE OF ALLEGIANCE:** was recited in unison.
- V. PRESENTATION:** Battalion Chief Charles J. Potts

Fire Chief Hood said Battalion Chief Charles J. Potts is retiring after 32 years of service. Chief Hood said there will be a void when he leaves but we are losing Chief Potts to the ministry. He said there is nothing that we can buy that will equate to 32 years. He then read the inscription "Congratulations to Battalion Chief Charles J. Potts for 32 years of loyal service, your exemplary dedication has been a blessing to all you have touch", God speed.

Battalion Chief Charles J. Potts said coming to the City of Fairburn was a part of God's plan. He thanked Mayor and Council, Fire Chief Hood and the entire Fire department.

VI. PUBLIC COMMENTS:

1. Honi Williams, 75 Clay Street, said on last Saturday evening about 9:00pm she received a call stating there were police in front of her home. The police departments

of Union City, Fairburn and Chattahoochee Hills responded to gun shots in the area. She said the police told her what was going on and asked her to go back inside of her home. Mrs. Williams said the police were very professional and organized. She said there was a false alarm of a child killed and residents were ushered from the homes to another area. She said it was handled amazingly and she is very thankful for a great job of protection and service.

2. Dr. Danny Allen, 230 Misty Walk, thanked Dr. Parks for the Black History Museum at the Youth Center. He thanked the Mayor and Council for the use of the fields at Duncan Park. He said Opening Day will begin on April 2, 2016 and requested the Mayor to throw the first pitch. He asked all the City Council members to attend. He also announced that Pre Tee Ball 3 and 4 year olds and 14-18 year old Girls Softball has been added. He said we are working diligently to meet the needs of the community.
3. John Childs, 7820 Larry Drive, Founder of Mental Fitness 21st Century Learning, which is an academic enrichment company founded on principles of S.T.E.A.M. (Science, Technology, Engineering, Arts and Mathematics) 21st Century learning skills like innovation and creativity, critical thinking which all students K-12 should have instilled in them. He said when they become adult citizens they are qualified for high paying and high yielding S.T.E.M. and S.T.E.A.M. related jobs. Our contribution to make this happen is to expose the children to these concepts as early as possible. Mr. Childs said we are currently in the Atlanta area. He said his mother and teaching team mate Michelle McDaniel are residents of Fairburn. Mr. Childs said First Lady Cee Cee Dickson of Saint Mark United Methodist Church is now here in Fairburn. He said he is looking forward to have more conversation about his organization.
4. Jeanette Snead, 7240 Magnolia Lane, spoke on the high utility bills. She said clean air coal was named as a reason why residence electric bills are so high. Mrs. Snead said her last month utility bill was higher than the total month bill for the previous month. She said she called to get an explanation but was told that these were federal regulated charges that were being added to the bill. She requested the Council to look into this matter.

VII. ADOPTION OF THE COUNCIL AGENDA:

Council Member Whitmore made a motion to adopt the Council Agenda items #1 through #21 with Council Member Hurst providing the second. **The motion carried.**

Council Member Portis-Jones made a motion to add #22 Discussion of 2016 Fairburn Farmers Market Discussion and #23 Management Audit of Police Department to the Council Agenda with Council Member Glaize providing the second. **The motion**

carried.

Council Member Glaize made a motion to add item #24 Charter Revisions and #25 Council's Standard Operation Manual to the Council Agenda with Council Member Hurst providing the second. **The motion carried.**

Council Member Whitmore made a motion to add #26 S.T.E.A.M. Program to the Council Agenda with Council Member Portis-Jones providing the second. **The motion carried.**

VIII. APPROVAL OF CITY COUNCIL MINUTES: Special Called Minutes of February 18, 2016 and City Council Minutes of February 22, 2016.

Council Member Glaize made a motion to approve the Special Called Minutes of February 18, 2016 with Council Member Hurst providing the second.

Council Member Portis-Jones said the minutes do not reflect the corrections to the February 8th minutes pertaining to the motion that was on the table for the Economic Development Plan.

Assistant City Clerk Stephanie Tigner asked if she was referring to the February 8th or 18th City Council Minutes.

Council Member Portis-Jones said 18th. **The motion carried.**

Council Member Glaize made a motion to approve the minutes of February 22, 2016 with Council Member Hurst providing the second.

Council Member Glaize said on page (9) under Council Comments for Council Member Portis Jones. The students that were recognized were Stockton McGuire, Camden Cusamano and Thomas McMurrain. **The motion carried.**

City Attorney Randy Turner said "the City Council Minutes that were previously corrected are of the February 22, 2016 City Council meeting and not the February 18, 2016 Special Called Meeting minutes. All of the corrections that were noted are from the February 22, 2016. He said "I don't think that was the way it was voted on".

IX. AGENDA ITEMS:

1. Discussion on Transcription Services

Discussed in Workshop; no action.

2. Discussion on Live Streaming of City Council Meetings

Discussed in Workshop; no action.

3. Discussion of Strategic Plan's Outline Of Work

Discussed in Workshop; no action.

4. Discussion of Body Cameras For Police

Council Member Hurst presented Mayor and Council with a presentation on Body Worn Cameras for Police Officers in the City of Fairburn.

Mayor Avery said he had an extensive discussion with Captain Mundy about body cameras.

Interim Police Chief Randy Mundy said he participated in a 13 week research project with Body-Worn Cameras in Louisville. He said we wanted to identify vendors, products, pricing and storage capabilities. Chief Mundy said we will not need 39 cameras, but 20.

Sergeant Bazydlo reviewed the Top 5 body cameras. He reviewed the Taser body camera and explained the capabilities of the equipment.

Council Member Glaize said there is an assumption in reference to when you say turning on the body camera. Are we assuming that the camera is off and the officer will turn it on?

Sergeant Bazydlo said "the equipment will be on, but not recording".

Council Member Whitmore asked if there were back up batteries that can be placed in the units.

Sergeant Bazydlo said there are no back up batteries. He said with the (20) units in theory we will have enough to switch out the cameras.

Council Member Whitmore wanted to know if there is an indicator on the camera to notify you when the battery is going dead.

Interim Police Chief Randy Mundy said "I am willing to bet the product does, but we will get back to you".

Council Member Portis-Jones requested a spreadsheet of the five products suggested with the pros and cons of the equipment. She said the Standard Operating Procedures is the crux of it. She requested the first step be to draft the

Standard Operating Procedures. Council Member Portis-Jones said the pilot will allow us to test the S.O.P.'s we develop.

Council Member Hurst said she has the Top 5 Body-Worn cameras and the specifications.

Council Member Portis-Jones asked to review the Standard Operating Procedures and approve the draft of S.O.P.'s prior to implementing the pilot.

Council Member Hurst said "sure".

Council Member Heath asked if you can transfer the battery.

Sergeant Bazydlo said "no, you cannot take the unit apart".

Council Member Heath said HB976 deals with storage and data from the police body cameras. He wanted to know is there anything that would prevent a person from obtaining a copy of the video when people are dressed inappropriately.

Sergeant Bazydlo said as part of SB94 the new paragraph addresses privacy.

Interim Police Chief Randy Mundy said "yes, we will have the ability to blur out certain parts".

After some discussion, Council Member Hurst said instead of the adhoc committee she will go with Council Member Portis-Jones's suggestion and look at the Top 5 Body Worn cameras, get a Standard Operating Procedure and come back to the Council, but that is only if we make a decision tonight to go with the body cameras.

Council Member Whitmore said having a son that is in law enforcement and knowing of a recent incident where a state trooper in New Jersey had to perform his duties and the incident was recorded; the recording went up the chain. They reviewed the video and now that particular clip is being used as a training tool for cadets in New Jersey and could also be used in the Fairburn Police Department as well.

Sergeant Bazydlo said each time we hire a new recruit with prior law enforcement experience or none we have to go through the field office program. Our F.T.O training officers can review the footage with their trainees and go over simple things.

Mayor Avery said this will have an impact on personnel; you will have to have an administrative person to deal with the Open Records Request.

Interim Police Chief Mundy said we will have to ask for an administrative position.

Mayor Avery said if we move forward, this will fall in line with the midyear budget review. If you are going to execute it, you have to execute it properly. Are you able to come up with a cost estimate for the pilot program?

Interim Police Chief Mundy said "I believe that we will be able to give you a cost estimate with the officers that will be using it".

Council Member Whitmore made a motion to approve Body-Worn Cameras for the Police with Council Member Glaize providing the second.

Council Member Portis-Jones asked if the language should include that it is a pilot program.

Mayor Avery asked if the motion should be amended.

Council Member Whitmore made a motion to approve Body-Worn Cameras for the Police Pilot Program with Council Member Glaize providing the second. **The motion carried.**

5. Discussion of Sign Content Recognizing Eric Berry

Council Member Hurst said the Welcome Signs are in honor of Eric Berry. She said she spoke with the Berry Family and they have decided to go with the wording "NFL Comeback Player of the Year". Council Member Hurst said the Berry's do not have an issue with not using a date on the signs.

Council Member Hurst made a motion to place the Eric Berry Signs under the Welcome Signs and to include the text "Home of Eric Berry NFL Comeback Player of the Year" with Council Member Whitmore providing the second. **The motion carried.**

6. Discussion of Several Items in the City's Personnel Guidelines

Human Resources Director David Johnson said Council Member Hurst has requested several items to be discussed dealing with personnel policy. He said I was tasked by the City Administrator to research and replace the previous Personnel Policy. The previous policy was last updated on February 28, 2011. The policy failed to address certain contemporary areas of employment practices and

was not in compliance with law in some cases. He said the policy eliminated unnecessary and confusing wording in comparison to the new policy. David Johnson said the new policy was a collaborative effort of the City's department heads, Human Resources Director, Employment Practice Attorney, E.E.O.C. Training Institute and Freeman Mathis and Gary Attorney's and City Attorney Randy Turner.

Council Member Hurst said with all due respect, I do appreciate you providing a synopsis of our current personnel policy. I requested several areas to be discussed and I am asking for discussion because I feel there should be some changes. She said the first area is **2.52.8 Job Descriptions: The City may maintain job descriptions for some positions which may include information such as general purpose supervision and exercised, examples of duties, and minimum qualifications. Not all positions may have an associated job description.** She said the last paragraph reads: *Job descriptions may be reviewed at the request of the employee or department head.* Council Member Hurst said there is a conflict. All employees should have a job description like our personnel policy calls for. She wanted to know how you can do a performance evaluation if there is no job description. She said I am requesting this item be changed to reflect all employees have a job description.

Human Resources David Johnson said the assumption is incorrect. He said I can produce a job description for every employee. However, I produce those job descriptions as they are needed. He said the way the language is in the personnel policy is best practices so the City is not handcuffed because of the language in the personnel policy. The exception is the Human Resources Director. When I was hired there was no job description.

Council Member Hurst said "you should have one".

Human Resources Director David Johnson said "I will write a job description for myself.

Council Member Glaize asked what positions do not have an active job description.

Human Resources Director David Johnson said "I am 99.9% sure that I am the only one that does not have a job description".

Council Member Glaize said the only thing lacking is one job description and it is yours. If we create a new position you are able to move forward. Everyone is operating from a job description and understands what they are supposed to be doing. Sounds like you have done that in every job. She thanked him for the work

that he has done.

Human Resources Director David Johnson said where we moved from, to where we are currently, so we have \$500K that we have stemmed the trim of losses going out of the window". He said this is because of the shift in personnel policy. Mr. Johnson said the directive from the City Administrator was "replace personnel policy". That is what I did and received input from all the experts. The policy that we have is designed as "best practices". I agree with Council Member Hurst and what you are saying that everyone needs to have a job description. Mr. Johnson said "the policy as it is written safeguards the City".

Council Member Portis-Jones wanted to know those safeguards.

Human Resources Director David Johnson said for some reason if the City does not follow personnel policy then that is the basis that they use to say "the City did not follow their own policy". Mr. Johnson provided an example and said when you have the flexibility in the policy it gives the City the ability to do what needs to be done.

Council Member Portis-Jones said we should all have a job description. She said God forbids something happens and you are the only person without a job description. She said the City will be left scrambling trying to define exactly what it is that you did. She said "I am not understanding the explanation you are providing. She said but to not have it in place because we do not want to have to explain it, it does not make sense to me".

Human Resources Director David Johnson said respectfully ma'am, "I am not suggesting the practice not be in place. I agree with Council Member Hurst and Glaize that the practice should be in place". I am committed to do that; everyone should have a job description in place including myself. Mr. Johnson said what I am suggesting is "respectfully, you are not an H.R. professional". I get it that you do not necessarily understand the fact that when you have a policy that locks you in to something and for some reason the organization fails to adhere to that, now the organization is responsible and locked in to it opposed to the "practice", however the policy gives us some flexibility. That is why the policy is written the way that it is.

Council Member Portis-Jones said yes, you are correct, "I am not an H.R. professional however I have implemented H.R. policy. Nonetheless, I am a policy maker here and the goal always should be to institutionalize what it is that each of us here does. I believe you were brought on to institutionalize personnel policies and procedures for this City. She said this is why you are able to tout the successes that you have had and the cost savings that the City has enjoyed because

you have institutionalized those policies and procedures. She said to exclude yourself and if you are the only one that does not have a job description then the language should not say maintain, it should say all employees should have a job description”.

Mayor Avery said “the part Mr. Johnson is trying to make us understand as a “body” and I have a federal certification in this area “the standard market practice as it relates to when we were going through this particular policy. He said the City Attorney’s office was a part of the process as well as David Cole the Labor Attorney we had experts write the policy and it is standard market practice. I am not questioning that it should be rock solid, but we need flexibility in the policy or you will be locked in a lawsuit”.

Council Member Hurst asked what are standard market practices. She then referred to item ***Section 2.52.15 Performance Reviews***. So, how will you evaluate me if I do not know what I am supposed to be doing? Council Member Hurst asked if the receptionist had a job description.

Human Resources Director David Johnson stated that everyone has a job description except for me; the receptionist has a job description.

Council Member Hurst referred to ***Section 2.52.16 Notice of Resignation***. We asked once employees resign they are given an opportunity to do a brief exit interview prior to leaving; was that initiated?

Human Resources Director David Johnson said an exit interview form was produced and with each departure the individual is giving an opportunity to complete; it is not mandatory.

Council Member Hurst wanted to know why the personnel policy had to be returned.

Council Member Glaize asked if the policies we are reviewing are on the floor to be changed.

Council Member Hurst said I am asking that some of these things be removed; it is unfair to the employee.

City Attorney Randy Turner said the policy was written to provide the upmost protection to the City. In the recent 5 years it is considered not to be best practices to have too much clarity in your personnel policy to deter employment action against you. He said I am not sure coming back to amend these policies would be the best way to do it. City Attorney Randy Turner asked to be allowed to amend the sections and bring back to the Council.

Mayor Avery asked if Council Member Hurst is amenable to that option.

Council Member Hurst she said “yes”. She then referred to **Sections 2.54.1 Outside Employment**: *If you seek or accept an outside position, you must notify the Human Resources Director in writing and receive written permission.* Council Member Hurst requested this language to be deleted. She said I do not understand why an employee needs permission from the H.R. Director if the job does not interfere with the City.

City Attorney Randy Turner said “I know we have a policy in the public safety arena where you do have to get permission to do outside employment. We need to continue to do this for that aspect. He said police officers who routinely work outside jobs generally security, so we need to continue to have this.

Council Member Hurst said I understand police officers or even fire fighters, but not someone here in City Hall such as the receptionist, the Clerk or the Tax person. I don’t know why that person would need to get approval from the H.R. Director to have outside employment.

Human Resources Director David Johnson said although it comes to me the department head is the one that approves it. There are jobs that we certainly do not want anyone such as law enforcement or public safety otherwise working. We also make sure that there are no conflicts in the schedule.

Council Member Hurst said there were no changes to **Section 2-54.2 Standards of Conduct**: however I wanted to highlight that employees need to know what they are supposed to be doing. She then went on to express her concerns with **2-54.21 Employee Official interaction with City Officials**: She said it is wrong for our department heads to tell employees not to interact with City Officials. I am not trying to come in and govern the City, but I am a councilperson in Fairburn. If there is an employee who works for the City of Fairburn and also lives in the City of Fairburn, then I am their council person. So, they should feel comfortable coming to talk to me. We are supposed to have a transparent government here. She said there was an employee that stole over \$100K and it was because an employee told me.

Human Resources Director David Johnson said that is a misrepresentation. He said employees have freedom of speech. Mr. Johnson said you know why this policy was implemented and it was implemented because of inappropriate City business.

Mayor Avery said Attorney Anita Thomas provided a report and recommended

this language to reduce liability in this area. He said he respectfully disagrees with modifying the area.

Council Member Glaize asked for a point of order. She then spoke on the agenda item addressing the Rules of Decorum and Standard Operating Procedures for City Council.

City Attorney Randy Turner said the provision was a recommendation which had a companion part. He said the Council approved the City's Code of Ethics which mirrors this language.

Council Member Whitmore said "since coming on the Council I have communicated with a lot of employees at the City of Fairburn as well as staff that are in supervisory positions. Immediately, the next day after I won the election, the first comments from the people that I communicated with in the City of Fairburn and the employees stated now that you are going to become a city official, I can't talk to you anymore. I looked at them and I said wait a minute" the policy reads that I cannot direct you". But information filtered down to the employee is thus "we cannot communicate with you period", if we do and we're found out, we will get fired. So, it sounds to me that wherever this information is coming from; upper management coming down, that is the perception of the employees in the City of Fairburn". If that is the case, it is wrong. He said during the Christmas Party that we had at the Youth Center and I made it my business to speak to every single employee and I was speaking to one employee that had a recommendation and I told him I would talk to him after the fact and he looked at me and said I can't talk to you. I said why? If I do I am going to be fired because I was told that we cannot communicate with elected officials. Even though I explained to him what the policy was he looked over his right shoulder and saw you "Mr. Mayor" watching us communicate and after I left he had a conversation with you and I haven't spoke to that employee since; He is scared to speak to me. That is the impression that the employees have and it is wrong".

Council Member Hurst said to leave *Section 2-56.4 Operating City or Privately Owned Vehicles*. She said in *Section 2-57 Disclaimer and Acknowledgement* if anything in the policy is changed the employee should be notified.

Council Member Portis-Jones referred to the statement made by Human Resources Director David Johnson not having a job description. She said that is a problem. She said maybe we need additional Standard Operating Procedures.

7. Discussion of City Letterhead

Discussed in Workshop; no action.

8. Appointment of Interim City Clerk

Council Member Glaize made a motion to appoint Stephanie Tigner as Interim City Clerk with Council Member Hurst providing the second. **The motion carried.**

9. Appointment of Interim Chief of Police

Council Member Glaize made a motion to appoint Randy Mundy as Interim Police Chief with Council Member Whitmore providing the second. **The motion carried.**

10. Discussion of Staffing in the Police Department

This item will be discussed in Executive Session.

11. Appointments to the Board of Zoning Appeals

Council Member Glaize read the four new appointees to the Board of Zoning Appeals.

Mayor Avery	Tony Smith
Council Member Hurst	Ellen Samuels
Council Member Glaize	Chuck Cusamano
Council Member Whitmore	Rufus Wells
Council Member Portis-Jones	Thomas Cochran

Council Member Glaize made a motion to approve the Appointments to the Board of Zoning Appeals with Council Member Whitmore providing the second. **The motion carried.**

Council Member Glaize stated for the record there will be two additional appointments made by the remaining council members.

12. Appointments to the Recreation Committee

Council Member Glaize made a motion to approve Appointments to the Recreation Committee with Council Member Heath providing the second. **The motion carried.**

Mayor Avery	Jerry Williams
Council Member Hurst	Carol Berry

Council Member Whitmore	Sharon Mitchell
Council Member Heath	Debbie Mullis
Council Member Portis-Jones	Tammy Lipsey
Council Member Glaize	Barbara Parham

13. Sign Permit Application Moratorium

Meredith Germain provided an overview of the Sign Permit Application Moratorium. She said it is a 90-day moratorium and at the least it would be for 90 days. She said we would have to go through the advertising, Planning & Zoning Commission and back before this Council. She said if it is adopted before the 90 days, the moratorium would end at that point. She said any sign applications that have been submitted prior to the adoption of the Ordinance would be processed in the normal course. They would go through and be able to put up their signs. Meredith Germain said anyone that would come during the moratorium period would be able to apply for a temporary sign in the meantime.

Council Member Glaize made a motion to approve a 90-Day Sign Permit Application Moratorium with Council Member Heath providing the second.

Council Member Hurst asked would they have to pay two fees.

Meredith Germain said she did not believe so.

Council Member Portis-Jones wanted to know why 90 days?

Meredith Germain said we have to advertise, bring before Planning & Zoning Commission and before the Council. We do not expect it will take 90-days, but just in case we have enough time.

Council Member Glaize asked if they pay the fee for the temporary sign can we can come back after the moratorium and waive the fees.

City Attorney Randy Turner said we can modify the resolution to add that they will be credited when they come back for a permanent sign. He asked the maker of the motion to amend to include the language.

Council Member Glaize amended her motion to include fees for signs paid during the 90-day moratorium will be credited with Council Member Whitmore providing the second. **The motion carried.**

14. ICMA-RC Payroll Deducted Roth IRA

Human Resources Director David Johnson provided Mayor and Council with an overview of the ICMA-RC Payroll Deducted Roth IRA.

Council Member Hurst made a motion to approve the ICMA-RC Payroll Deducted Roth IRA with Council Member Heath providing the second. Council Member Heath wanted to know if the City would match funds.

Human Resources Director David Johnson said “no”.

Council Member Glaize thanked Human Resources Director David Johnson for bringing this item. She said this is great benefit to attract great staff to the City.

Council Member Portis-Jones wanted to know if Council can participate.

Human Resources Director David Johnson said “yes”. **The motion carried.**

15. Resolution to Adopt Fiscal Year 2015 Final Budget Adjustments

Finance Director David Smith provided an overview of the Resolution to Adopt Fiscal Year 2015 Final Budget Adjustments.

Council Member Glaize made a motion to hold the Resolution to Adopt Fiscal Year 2015 Final Budget Adjustments to a Special Workshop with Council Member Portis-Jones providing the second. **The motion carried.**

16. Service Agreement with Honey McGhee

Dr. ‘D’Avante Parks provided an overview of the service agreement with Honey McGhee.

Council Member Heath made a motion to approve the Service Agreement with Honey McGhee in the amount of \$ 1,700.00 with Council Member Glaize providing the second. **The motion carried.**

Council Member Glaize wanted to know what type of band.

Dr. D’Avante Parks said they are an R&B band.

17. Approval of 2016 LMIG Road Improvements Project List

Lester Thompson provided an overview of the Approval of 2016 LMIG Road

Improvements Project List.

Council Member Heath made a motion to approve the 2016 LMIG Road Improvements Project List. **The motion died** for lack of a second.

Council Member Glaize made a motion to hold to the Special Workshop with Council Member Portis-Jones providing the second. **The motion carried.**

18. Approval of Proposal with Uretek USA, Inc. for Bridge Approach Slab and Sidewalk Repair

Lester Thompson provided an overview of the Proposal with Uretek USA, Inc. for Bridge Approach Slab and Sidewalk Repair.

Council Member Pallend made a motion to approve the Proposal with Uretek USA, Inc. for Bridge Approach Slab and Sidewalk Repair with Council Member Glaize providing the second.

Council Member Whitmore wanted Mr. Thompson to explain the silt fence and the filter sock process.

Council Member Whitmore wanted to know if he knew of any other municipalities that used this process.

Lester Thompson said several municipalities used the process and this approach was highly recommended.

Council Member Whitmore thanked Lester Thompson for the information.

Lester Thompson asked if the Council wanted to do both the sidewalk and the bridge.

Council Member Whitmore asked Harvey Stokes what is the cost to replace the sidewalk of that size.

Harvey Stokes said approximately \$115 a yard. He said I would recommend that the company repair the sidewalks. After some discussion, **the motion carried.**

19. Approve MAAI Task Order 15-Design, Bidding, CEI and Testing Services for the Widening & Reconstruction of Bohannon Road Project

Council Member Pallend made a motion to approve the Approve MAAI Task Order 15-Design, Bidding, CEI and Testing Services for the Widening & Reconstruction of

Bohannon Road Project with Council Member Heath providing the second.

Lester Thompson provided an overview of the design and additional work.

Council Member Portis-Jones made a substitute motion to hold to the Special Workshop Meeting with Council Member Hurst providing the second.

20. Extension of Storm Drain in Autumn Green Subdivision

Tom Ridgway provided an overview of the Extension of Storm Drain in Autumn Green Subdivision.

Council Member Heath made a motion to approve the Extension of Storm Drain in Autumn Green Subdivision in the amount of \$17,800 with Council Member Glaize providing the second.

Council Member Heath wanted to know if the work has been started at 58 Mullis Street.

Tom Ridgway said “yes”.

Council Member Hurst wanted to know the status with the issue at Cross Wind Walk.

Tom Ridgway said he has been in contact with the person trying to trap the beaver. He said he will extend his effort as he will be working on the Bohannon Road project. Mr. Ridgway said he has been breaking down the dams.

Council Member Glaize asked about the storm drain at the Driskell property. She said a remedy is needed. After some discussion, **the motion carried.**

21. Task Order FDC 2016.16-Renovation Plans and Construction Oversight of Baseball Field at Duncan Park

City Administrator Tom Barber provided an overview of the Task Order FDC 2016.16-Renovation Plans and Construction Oversight of Baseball Field at Duncan Park

Council Member Portis-Jones made a motion to approve the Task Order FDC 2016.16-Renovation Plans and Construction Oversight of Baseball Field at Duncan Park with Council Member Pallend providing the second.

Council Member Hurst made a substitute motion to hold to the Special Workshop Meeting with Council Member Whitmore providing the second.

Council Member Portis-Jones wanted to know about the source of funding. She asked if this was a part of the bond issuance.

City Administrator Tom Barber said we budgeted this in the General Fund for the design, and the construction would be the GO Bond. The design was \$25K and the oversight was \$21K. **The motion carried.**

22. Discussion on 2016 Farmers Market

Council Member Portis-Jones provided an overview of the 2016 Farmers Market. She said she wanted to talk specifically about the venue. She said we had some concerns about people trying to cross Highway 29 to get to the restrooms. Council Member Portis-Jones is asking to move the market to the Amphitheatre.

Mayor Avery wanted to know the hours of operation.

Council Member Portis-Jones said Fridays 4:00pm to 7:00pm beginning Memorial Day Weekend and going through mid-August prior to school opening. We will provide a detail budget as well as operating procedures.

Mayor Avery said if a vendor wanted to use the venue for a wedding on a Friday is there an alternate location.

Council Member Portis-Jones said the alternate would be the parking lot.

Council Member Glaize suggested using the parking area at the education center or the pocket park at the old Campbell High School.

23. Management Audit of Police Department

Council Member Portis-Jones said Chief McCarthy has left us and he left a footprint on the department; we applaud that. It gives us an opportunity to review police operations for us to know what the issues and concerns are. What we as the governing body need to do to help enhance police operations. I am calling for a management audit to assist the Interim Chief and the new Chief that may come in.

Mayor Avery said I would assume the first thing that would be done is to evaluate resources, budget and protocol. I think what you are asking will be done.

Council Member Portis-Jones said this would enhance the right questions and get a handle on what is going on in the department. The new individual that comes in would do their own assessment they would either confirm what we already know or make suggestions on what else should be done.

Mayor Avery asked Council Member Portis-Jones if she wanted the applicant to do this. He said we have an acting Chief.

Council Member Portis-Jones said I am calling for an outside body to do a Management Audit of the Police Department. She said it would serve all of us well to have as much information on police operations as possible.

Council Member Portis-Jones made a motion to obtain an outside body to perform a Management Audit of the Police Department with Council Member Hurst providing the second. **The motion carried.** Council Members Heath and Pallend voting “No”.

24. Charter Revisions

Council Member Glaize made a motion to direct the City Attorney to assemble an RFP for Charter Revisions for the City of Fairburn

Mayor Avery asked City Attorney Randy Turner if he had any experience with Charter Revisions.

City Attorney Randy Turner said “I have written lots of ordinances and Charter Revisions. The feeling is that the Council would like to go outside. He said you should allow Development of an RFP and we can identify some people to send it to”.

Council Member Glaize said we should put the RFP out and in our legal organ.

City Attorney Randy Turner asked if he should develop the RFP.

Council Member Glaize said “yes”. We wanted the City Attorney’s input.

Council Member Glaize made a motion to direct the City Attorney to assemble the RFP for Charter Revisions with Council Member Portis-Jones providing the second. **The motion carried** with Council Member Heath voting “No”.

Council Member Glaize stated for the record our Charter has not been revised since 1925. We have added, added, added and it started in 1854. She said the normal procedure is that city’s will revise their Charter every five years. There are parts of the Charter that are not relevant; we are 100 years overdue.

Mayor Avery said if this goes to the legislature next session, it passes when does the new Charter become effective?

City Attorney Randy Turner said the legislation will say it becomes effective when it is signed by the Governor; July 1st is a typical day. Mr. Turner said we should have discussions about the terms of the RFP and provide the timeframes we would like to hold the person to.

Mayor Avery said one of the major things that has been discussed is converting the strong “Mayor” to a strong “City Council” is it the process to have several public meetings before this is bidded out?

City Attorney Randy Turner said that will happen after you all have selected someone to do the Charter.

Council Member Glaize said there was an assumption that there was going to be a change in government; this is to clean the Charter up. There are so many convoluted areas in the Charter. I am clarifying that there is no form of government change coming. You have to have something to operate by and it should be clear.

Mayor Avery said I am not in opposition of the Charter review.

25. Discussion on Standard Operating Procedures for City Council

Council Member Glaize provided an overview of the Standard Operating Procedures for City Council. She said in the manual will cover decorum, rules, clear lines regarding legislations, nominations, the appointment process and agenda and workshop settings.

Mayor Avery asked for a point of clarity. He said he has conversations with other council members in other municipalities and they use the method of two meetings monthly to have discussion.

Council Member Glaize requested to have the City Attorney to work with at least (3) members of the Council to bring back to the Council.

Mayor Avery said it is only fair to have council members that would like to be involved; be involved.

City Attorney Randy Turner said the first step would be to allow him to draft Discussion items and suggestions for what should be in council procedures and I will send out an email to request a meeting.

Council Member Portis-Jones asked Council Member Glaize to make the agenda setting a priority because we have had long meetings for a long time. We need to make a decision to accomplish a lot effectively.

26. Summer S.T.E.A.M Program

Council Member Whitmore provided Mayor and Council a brief overview of the Summer S.T.E.A.M Program discussed in the Workshop meeting. He said we need to represent the organization. He said in the packet there has been a good budget identified and would really like to move forward with this. Council Member Whitmore said we should look into another site if the Youth Center is occupied. He said we are not asking the Council to fund this, but I would like to reach out to the business owners.

Mayor Avery addressed his concerns with the logistics. He referred to the Recreation Director position.

Human Resources Director David Johnson said there are (17) applicants.

Mayor Avery wanted to know what department would be responsible for the program and the timing to execute.

Council Member Whitmore said I would like to brainstorm as to how to move from A to B and to not let this opportunity ride. We will be in the same position two weeks from now. We need to address this type of program for our children here in the City of Fairburn.

Council Member Heath asked if the after school program that's been there for the last 4 years will be there this year.

City Administrator Tom Barber said "no".

Council Member Glaize said it is important to set what we do in the summer. She said summer programs are on the market as of now. She said anything educational, I will support.

Council Member Whitmore made a motion to engage and accept the budget for the S.T.E.A.M Program to come to the City of Fairburn this coming summer with Council Member Glaize providing the second.

Mayor Avery wanted to know how the funding would be handled because this is an unbudgeted item.

Council Member Whitmore said I am not asking for any money from the General Fund but an introduction to some of our esteem business leaders that may consider investing in the City of Fairburn. The idea is that the parents will have a financial obligation as well scholarships.

Council Member Glaize offered her assistance. **The motion carried.**

X. COMMENTS FROM COUNCIL: There were no comments.

XI. ADJOURN:

Council Member Whitmore made a motion to adjourn into Executive Session for (1) Personnel Matter with Council Member Heath providing the second. **The motion carried.** The meeting adjourned at 11:04pm

Council Member Glaize made a motion to exit Executive Session with Council Member Whitmore providing the second. **The motion carried.**

Council Member Glaize made a motion to return to regular meeting with Council Member Whitmore providing the second. **The motion carried.**

Council Member Whitmore made a motion to adjourn with Council Member Glaize providing the second. **The motion carried.** The meeting adjourned at 12:09pm.

Interim City Clerk, Stephanie Tigner

Mayor, Mario Avery