



CITY OF DAHLONEGA

Council Work Session Minutes

June 15, 2020, 4:00 p.m.

Zoom Platform, Dahlonega City Hall

<p>PRESENT Mayor Sam Norton Council Member Roman Gaddis Council Member Mitchell Ridley Council Member Ron Larson Council Member JoAnne Taylor Council Member Helen Hardman Council Member Johnny Ariemma</p>	<p>PRESENT City Clerk Mary Csukas City Manager Bill Schmid Director Melody Marlowe Director Mark Buchanan Director Kevin Herrit Superintendent John Jarrard</p>	<p>PRESENT City Attorney Doug Parks Director Shannon Ferguson DDA Program Assistant Cari McDuffie Chamber President Robb Nichols Tourism Director Sam McDuffie Mike Miller, Chairperson Hal Williams, DDA</p>
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Mayor Norton opened the Work Session a 4:04 p.m.

TOURISM:

1. Tourism - May 2020, Sam McDuffie, Director
 - o 75,000 Visitors Guides are available for distribution.
 - o The new tourism website prototype is complete - Discover Dahlonega.
 - o The Visitors Center has extended hours starting this week.
 - o We have had over 8000 visitors to Dahlonega in May.
 - o Mayor and Council volunteered to assist at the Visitors Center.
 - o The new tourism logo will require a change in some signage.
 - o The Council appreciates the work completed by everyone at the Visitors Center this past year.

DEPARTMENT REPORTS:

2. City Marshal's - May 2020, Jeff Branyon, Chief Marshal
 - o Events this past weekend were without incident.
 - o Council recognized the hard work of the Marshal's Office this past year.
3. Community Development – May 2020, Kevin Herrit, Director
 - o A review of the tax accessors database is ongoing.
 - o Frequently asked questions and a project list will soon be available on our Website.
4. Financial Services – May 2020, Melody Marlowe, Finance Director
 - o Brittany Lee is the new customer service associate at the front area.
5. Public Works Department – May 2020, Mark Buchanan, PW Director/City Engineer
 - o The additional parking lot at City Hall is open.
 - o The bathroom remodeling at the City Park will begin this week.
 - o A joint recycling effort with Lumpkin County is still in the discussion stage. City Manager Schmid will keep the Council informed on a final decision for recycling.
 - o Executors of Conner Garden will rectify noticeable maintenance and upkeep issues, pointed out by Council. The City is interested in acquiring Conner Garden Property.
6. Water & Wastewater Treatment Department - May 2020, John Jarrard, Water/Wastewater Treatment Director
 - o The Achasta Lift Station project is on track as required.

BOARDS & COMMITTEES:

7. Cemetery Committee Report May 2020, Mark Buchanan, PWD
 - Mayor and Council instructed Staff to research placement of a columbarium at Mt. Hope Cemetery for Veterans.
8. Downtown Development Authority - May 2020, Shannon Ferguson, Director
 - The Historic Designation pre-application submission is Friday, June 19, 2020.
9. Main Street- May 2020, Carolyn McDuffie, Main Street Project Coordinator
 - Pre-event meetings, press releases, video, and film productions are in the works for upcoming Events in Dahlenega.
 - Main Street is searching for a presenter to read the US Constitution during our July 4th celebration.
 - Farmers Market meeting will take place on June 25 with an official kickoff to happen with the July 4th celebration.
 - The artwork recently completed at the All-Abilities Playground in Hancock Park will feature the benches on our Website.

COMMENTS – PLEASE LIMIT TO THREE MINUTES

ITEMS FOR DISCUSSION:

10. Ordinance 2020-11 Special Events and Demonstrations, Bill Schmid, City Manager
 - Amendment One of Ordinance 2020-11 will modify the conduct of events and procedures; it will allow the City Manager and City Clerk authority to appoint a designee, someone other than themselves, to perform various functions specific to the event process.
 - Mayor Norton approves of Main Street as designees for events in Dahlenega.
 - Council Ariemma expressed concern with the wording and application of Ordinance 2020-11 Special Events and Demonstrations.
 - Manager Schmid reminded Council that no thought to the content of any event would be part of his process to approve an event application because there is a constitutional right for free expression of public speech.
 - Mayor Norton reminded Council that we have constitutional requirements to ensure all types of events can apply without being priced out of reach due to the insurance requirements. Mayor Norton believes that the City Manager and Main Street have a working relationship that allows for Council interaction as needed with all events.
11. Intergovernmental Agreement for the sale, Financing, and Redevelopment of Certain Owned Properties, Shannon Ferguson, Director
 - Director Ferguson stated that under this agreement, the City would retain title to the Head House property while the Downtown Development Authority explores the best use of the property, financing options, and arrangements.
 - Under this agreement, there is a reasonable assurance that both parties will operate based on the timeline of the project and find the highest and best use of the Head House property.
 - Chairman Miller agrees that this a profitable venture for the City and Downtown Development Authority.
12. Dahlenega Stormwater Utility User Fee Credit Manual, Bill Schmid, City Manager
 - City Manager Schmid informed Council that the Fee Credit Manual is the next step in the Stormwater Utility process, it is for general information only.

13. Award Recommendation-Wimpy Mill Pedestrian Bridge and Kayak Launch Construction Tasks, Mark Buchanan, PWD

- Director Buchanan requested Council reaffirm the City's acceptance of the terms of the Recreational Trails Program grant associated with the Wimpy Mill project.

Clerk Comments – no comments

City Manager Comments

- The new BS&A software implementation has facilitated budget preparation as we have started the first round of staff team meetings today.
- APP Jam will resume on June 20 with Jim O'Conner and Jim White as organizers.

City Attorney Comments

- Doug Parks will continue to research best practices and insurance requirements for events in Dahlonega.

City Council Comments

- Council Member Hardman thanked Staff for all the hard work completed during this COVID-19 environment.
- Council Member Taylor and Ridley believe City Hall should use social media to keep the public informed of all the City's good works.
- Council Member Ariemma was excited to see the hospitality industry return with guests back in town.
- Council Member Gaddis reminded Council of the importance of the Principles of Public Service Ethics that all Council Members signed when they took office.
- Council Member Larson believes that it is essential that interaction through social media communication is straightforward.

Mayor Comments

- Mayor Norton believes State Officials should adhere to the framework of state mandated rules to be the example for City and County Officials.
- The City of Dahlonega has moved forward with the intergovernmental agreement with the Downtown Development Authority. The City has a great partnership with the Lumpkin County Chamber and Tourism Board.

Mayor Norton adjourned the Work Session at 5:27 p.m.