



Tyrone Town Council

Eric Dial
Mayor
Gloria Furr
Mayor Pro Tem, Post 4
Linda Howard
Post 1
Ryan Housley
Post 2
Ken Matthews
Post 3

Staff

Kyle Hood - Town Manager
Dennis Davenport - Town Attorney
Dee Baker - Town Clerk

Meeting Information

1st and 3rd Thursday of each month
881 Senoia Road
Tyrone, GA 30290
770-487-4038

Web Site

www.tyrone.org

Public Comments

- The first public comment period is reserved for non-agenda items.
- The second public comment is for any issue.
- Comments are limited to three minutes.
- Please state your name and address.
- Comments that require a response may not be answered during this time, Council or staff may respond at a later date.

Tyrone Town Council Retreat

Action Agenda

Thursday, March 6, 2014

9:00 AM – 3:30 PM

Call to Order and Invocation

Approval of Agenda

Public Comments

OLD BUSINESS:

1. Consideration of the sale of former PW Building, *Ken Matthews*
Council Member Howard made a motion to place the former public works building on Craig's List for sell for 30 days and a 30 day window for removal. Council Member Matthews seconded. Motion was approved 4-0.
2. Discussion of combining Parks and Recreation Departments, *Ken Matthews*

NEW BUSINESS:

Recreation – 9:15

1. Annual Report on Events and Programs, *Jennifer Patton Frey*
2. Class Schedule and Requests for new offerings, *Jennifer Patton Frey*
3. Founder's Day Festival, *Jennifer Patton Frey and Ken Matthews*

Public Works – 9:45

1. Tree Plantings and Park Improvements, *Renee Holt and Ken Matthews*
Council Member Furr made a motion to make the necessary improvements to the Parks as discussed.
Council Member Matthews seconded the motion. Motion was approved 4-0.
2. Consideration of the RFP for ROW Maintenance Activities, *Renee Holt and Kyle Hood*

Council Member Howard made a motion to approve the right of way mowing and landscape list of 32 streets at a cost of \$104,360.
Council Member Housley seconded the motion. Motion was approved 4-0.

Planning and Zoning – 10:30

1. Discussion of Fee Schedules, *Dina Rimi*
Council Member Matthews made a motion to increase our building fees per the International Building Code Construction Valuation method at 50%.
Council Member Furr seconded the motion.

Council Member Matthews amended his motion to reflect the building fee increase at 75% per the International Building Code Construction Valuation method.

Council Member Furr amended her second. Motion was approved 4-0.

Council Member Housley made a motion to make the increase effective on July 1, 2014.
Council Member Howard seconded the motion. Motion was approved 4-0.

Library – 10:40

1. Annual Update and Departmental Report, *Patty Newland*

Municipal Court – 10:55

1. Annual Report and Implementation of yearly goals, *Kathy Bright*

2. Request for safety upgrades in Courtroom, *Kathy Bright*

Council Member Matthews made a motion to move forward with the budget process for the court bench upgrade the purchase of a water cooler.

Council Member Furr seconded the motion. Motion was approved 4-0.

Police Department – 11:20

1. Annual Report and five-year plan update, *Brandon Perkins*

2. Consideration of financing plan to secure tag reader units, *Brandon Perkins*

Council Member Housley made a motion to secure the purchase of four secure tag reader units from Vigilant Solutions for two year annual payments of \$32,382.

Council Member Mathews seconded the motion. Motion was approved 4-0.

3. Speed Bump installation and HOA speed concerns, *Brandon Perkins*

Lunch Break from 12:15 – 12:55

Environmental Planning – 1:00

1. Storm Water (MS4S) and SPLOST project update, *Beth Vaughn*

2. Sewer System needs assessment and PTC WASA agreement, *Beth Vaughn and Nathan Brooks*

3. Sewer Extension/Expansion, *Ken Matthews and Kyle Hood*

Finance – 1:40

1. Transition of accounts to a local banking institution, *Sandy Beach*

Council Member Matthews made a motion to move the Town's checking accounts and money market account from the Bank of North Georgia to South Crest Bank.

Council Member Howard seconded the motion. Motion was approved 4-0.

2. Reserve Policy and Audit Opinion, *Sandy Beach and Kyle Hood*

Council Member Housley made a motion to maintain a ten month reserve.

Council Member Matthews seconded the motion. Motion was approved 4-0.

3. Personnel Manual updates to time accrual formula, *Sandy Beach*

Council Member Housley made a motion to approve the change to the vacation leave accrual chart to reflect months not years.

Council Member Howard seconded the motion. Motion was approved 3-0. Council Member Matthews was absent for the vote.

Administration – 2:15

1. Georgia Cities Week Events, Dee Baker
2. Update on Tyrone Elementary School and other vacant properties, Eric Dial, Ken Matthews and *Kyle Hood*
3. Update on Grant Applications and Project Management, *Kyle Hood*
4. Surplus of Crown Vic/Travel Policy, *Kyle Hood*

Council Member Matthews made a motion to surplus the green Crown Victoria.

Council Member Housley seconded the motion. Motion was approved 4-0.

Human Resources/Personnel – 2:45

1. Public Works Staffing Level, *Renee Holt and Kyle Hood*
2. Library Supervisor Employee Status, *Kyle Hood*

Council Member Matthews made a motion to place Patty Newland into a full-time position.

Council Member Furr seconded the motion. Motion was approved 4-0.

3. Consideration for the budgeting of a Cost of Living Adjustment for FY15, *Brandon Perkins, Sandy Beach and Kyle Hood*

Council Member Matthews made a motion to approve a 3% Cost of Living Adjustment for all Town employees to take effect on July 1, 2014.

Council Member Furr seconded the motion. Motion was approved 4-0.

Council Member Howard made a motion to approve a performance based pool of \$27,752.82 for the committee to use in making their determination of performance based raises, with no one person to make over 2%.

Council Member Matthews seconded the motion. Motion was approved 4-0.

At the discretion of the Mayor, the following items will be considered, time dependent:

Public Comments

Staff Comments

Council Comments

Executive Session

Adjournment

Council Member Howard made a motion to adjourn.