

CITY OF SOUTH FULTON, GEORGIA
5600 Stonewall Tell Road, South Fulton, GA 30349
Tuesday, April 9, 2019, 5:00 PM



COUNCIL WORK SESSION MEETING MINUTES

I. Call to Order

Minutes:

The meeting was called to order by Mayor Edwards at 5:07pm.

II. Roll Call

Attendee Name	Title	Status	Arrived
William "Bill" Edwards	Mayor	Present	
Mark Baker	District 7 Councilmember Mayor Pro Tem	Present	
Catherine F. Rowell	District 1 Councilmember	Present	
Carmalitha Gumbs	District 2 Councilmember	Present	5:27pm
Helen Z. Willis	District 3 Councilmember	Present	
Naeema Gilyard	District 4 Councilmember	Present	Via Skype
Rosie Jackson	District 5 Councilmember	Present	5:26pm
Khalid Kamau	District 6 Councilmember	Present	5:32pm

A quorum was present.

III. Presentations

1. Capability Briefing Value Added Accounting Services Professional, LLC (VAAS) (Finance)

Minutes:

CFO, Mr. Milazi, informed Mayor and Council that VAAS Professionals, LLC were running late and would give their presentation following the FY2019 Capital Needs Funding Options.

Mr. Milazi explained this service is necessary to help the finance department for consulting in the areas of internal audit, internal control, audit, etc.

Mr. Steve Julal, President of VAAS Professionals, LLC was introduced by Mr. Milazi and gave

a brief background of his experience and prior clients. He presented the following services offered by VAAS Professionals:

- Business management services
- Information technology support services
- Accounting & financial management services
- Audit and related services
- Reporting & compliance requirements
- Risk and internal controls
- Business process re-engineering and operational transformation
- Investment reviews
- Revenue projections
- Expenditure projections
- Annual Deficits/surpluses
- Reserves/fund balances
- Fiscal Improvement Plan (FIP)
- Stages of the Budget Cycle
 - Budget formulation
 - Budget Audit
 - Budget execution
 - Budget justification
- Identify ways to expand tax base & economic development projects
- Reduce personal service expenditure
- Monitor, measure, and evaluate performance

The presentation was followed by a question and discussion period related to the procurement process and the internal audit services provided by an outside accounting firm.

2. Programs & Performance Activities (City Manager)

Minutes:

Ms. Joy Marshall gave a brief overview of the Programs & Performance Office duties and responsibilities and a history of the office. She introduced, by name, the team working for the office.

Ms. Marshall then outlined the services provided which included but are not limited to the following:

- 24-Hour citizen response center
- Citywide citizen response dashboard
- Developing key performance indicators
- Strategic planning survey
- See Click Fix
- South Fulton 101
- Case studies
- OpenGov
- GIS
- Resource vs. performance impact
- Report Card (for City Council)

Ms. Marshall answered questions and had discussion with Mayor and Council related to the above services provided by the Programs & Performance Office services.

3. Presentation of Grant Writer (Finance)

Minutes:

Ms. Betty Barnad and Ms. Irene Turner of Resurgens Impact Consulting were introduced by Mr. Milazi and began with an overview of the firm and their background in grant writing. They followed with specific goals and objectives for the City of South Fulton as follows:

- **Analyze the City's gaps, areas of growth and areas of success.**
- **Conduct detailed review and assessment of documents and practices related to the entire grant life cycle.**
- **Produce final report with recommendations and implementation plan**
- **Offer templates for documents, policies or procedures.**
- **Align grants strategy with City's current needs, priorities and mayoral/council initiatives.**
- **Develop and update a strategic grants calendar.**
- **Provide project coordination and communication with staff teams.**
- **complete narratives and all required forms.**
- **secure grant funding**
- **Timeline (this will be changed)**
 - Organizational Assessment - April 2019**
 - Grant Services - by February 2020**
 - Ongoing**
 - Biweekly check-in calls**
 - Regular emails**
 - Meetings as needed**

The presentation was followed by a discussion and question period on the selection process by the Procurement Department and Resurgens Impact Consulting's prior awarded grants in the metro Atlanta area.

IV. Previous Agenda Items

4. **Old National Main Street Initiative - Christopher Pike, Economic Development Administrator**

Minutes:

MOVED TO THE REGULAR MEETING AGENDA.

5. **Discussion on a Resolution to Activate a Downtown Development Authority (DDA) (khalid & Jackson)**

Minutes:

MOVED TO THE REGULAR MEETING AGENDA.

V. Agenda Items

6. **Discussion on the Resolution for Approval of DDA Funding (khalid & Jackson)**

Minutes:

MOVED TO THE REGULAR MEETING AGENDA.

7. Discussion on Approval of Procedures of Proclamations Resolution (Edwards)

Minutes:

MOVED TO THE REGULAR MEETING AGENDA.

8. Discussion of the Capital Funding Needs of the City by the Finance Director and the Financial Advisor (Milazi)

Minutes:

AT THE REQUEST OF CFO, FRANK MILAZI, THIS ITEM WAS MOVED UP TO FOLLOW ITEM #3, PRESENTATION OF GRANT WRITER.

Due to VAAS Professionals, LLC running late for the meeting, FY2019 Capital Needs Funding Options was moved to the first item on the work session agenda.

The CFO informed Mayor and Council there were several unbudgeted capital needs remaining in the FY2019 balanced budget and they will be included in the FY2019 midyear budget amendment. All other capital needs that are not urgent will be included in the FY2020 Budget.

He then described options available for funding those capital needs and informed Mayor Council one or more of the options will need approval during the FY2019 midyear Budget Amendment in order to fund capital needs:

1. General Obligation Bonds (GO Bonds)
2. Create Urban Redevelopment Agency, then sell bonds backed by City taxes
3. Use Downtown Development Authority (DDA) or Development Authority
4. Use Tax Anticipation Note (TAN)

Mr. Milazi introduced Mr. Ed Wall, Financial Advisor, to discuss the capital needs of the City for FY2020 in greater detail. He recommended using long-term debt rather than using the general fund to pay for capital needs.

- **GO Bonds - City of South Fulton's tax digest is \$2.9 billion, making the borrowing limit \$290 million. The GO Bonds would be through a voter referendum which could be placed on the November ballot.**
- **City of South Fulton can contract with an outside Authority with the power to do the City's project(s) through an intergovernmental agreement to issue revenue bonds secured by city taxes.**
- **City of South Fulton can create an Urban Redevelopment Agency (URA). No cap on how much other than what the City can afford to repay but the City will need a property tax increase.**
- **DDA or DA cannot issue bonds to fund capital projects, city hall, jail, community center, etc.**
- **The City needs to start saving to build a positive general fund fund balance at \$10-12 million (3 months operating expenses).**
- **Suggest the City issue 20 year bonds to fund capital needs.**

There was discussion on DDA, DA, and Main Street Projects as it relates to the City's Charter millage rate cap.

Mr. Wall ended his presentation by informing the Council, the only tool available to the City at this time to issue bonds without going to the General Assembly is URA's.

VI. Executive Session

When an Executive Session is Required, one will be called for the following issues: 1) Personnel, 2) Litigation or 3) Real Estate

Minutes:

No executive session.

VII. Adjournment

Motion (Close): Councilmember Rowell

Second: Councilmember Gumbs

[Motion Passed]

Yea: 7 Baker, Gilyard, Gumbs, Jackson, khalid , Rowell, Willis

Nay: 0

Abstain: 0

Not Voting: 0

Minutes:

Due to time constraints, Mayor Edwards, the City Manager and the City Attorney along with Council agreed to table Items 4, 5, 6, & 7 and place those 4 items on the Regular Meeting Agenda.

Council recessed at 6:51pm for 10 minutes.

A motion was made to close the work session. The motion carried unanimously.

The work session closed at 7:06pm.



S. Diane White, City Clerk
