



CITY OF MORROW

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Work Session Agenda



CITY OF MORROW, GEORGIA
MAYOR AND CITY COUNCIL MEMBERS

Mayor Jeffrey A. DeTar
Mayor Pro Tem Jeanell Bridges
Councilwoman Hang Tran
Councilman Larry Ferguson
Councilman Christopher Mills

February 9, 2016

Work Session

5:30 pm

General Discussions

1. Public Works Discussion
 - Interstate Lights
 - Marquee digital signs
2. Art Projects with Clayton State
3. Billboard Agreement
4. Morrow Center
 - Fee Schedule
 - Incentive Plan
 - Booking Guidelines
 - HVAC
5. Olde Town Morrow
6. CCMA Meeting locations
7. Public Comments during Council Meetings
8. Draft Ordinance- Cancelling Meetings
9. Ordinance Discussion- Christmas Lights
10. Attorney Invoices-
 1. Fincher Denmark & Minnifield invoice # 2886 dated January 13, 2016 in the amount of \$3,479.94 for period December 1, 2015- December 31, 2015 for Aviation Fuel Tax



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2. Fincher Denmark & Minnifield invoice # 2892 dated January 14, 2016 in the amount of \$18,160.73 for period November 30, 2015- December 31, 2015

Discussion of Business Items on the Agenda

1. **NEW BUSINESS:**

1. Resolution- Position Classification Plan and Pay Scale Recommendation

A RESOLUTION TO AMEND THE CITY OF MORROW POSITION CLASSIFICATION PLAN AND PAY SCALE.

(Presented by Accounting Manager Emory McHugh)

2. **OLD BUSINESS:**

1. Second Reading of Ordinance

AN ORDINANCE AMENDING THE CITY BUDGET FOR FINANCIAL YEAR 2015-2016 FOR THE CITY OF MORROW; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES

(Presented by Accounting Manager Emory McHugh)

2. Second Reading of Ordinance

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF MORROW, GEORGIA; TO AMEND TITLE 2, GENERAL GOVERNMENT, CHAPTER 1, GOVERNING BODY, SECTION 2-1-1, REGULAR MEETINGS, SPECIAL MEETINGS TO ALLOW FOR ADDITIONAL MEETING TIMES FOR THE COUNCIL TO CONDUCT OFFICIAL BUSINESS; TO PROVIDE FOR CODIFICATION; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN ADOPTION DATE; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES

(Presented by City Manager Sylvia Redic)

3. Resolution E-911

A RESOLUTION TO STUDY KEEPING E-911 WITHIN THE CITY OF MORROW.

(Presented by City Manager Sylvia Redic)



CITY OF MORROW

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Meeting Agenda



CITY OF MORROW, GEORGIA
MAYOR AND CITY COUNCIL MEMBERS

Mayor Jeffrey A. DeTar
Mayor Pro Tem Jeanell Bridges
Councilwoman Hang Tran
Councilman Larry Ferguson
Councilman Christopher Mills

Regular Meeting

February 9, 2016

Agenda

7:30 pm

CALL TO ORDER: Mayor Jeffrey A. Detar
PLEDGE OF ALLEGIANCE: All
MOMENT OF SILENCE: Mayor Jeffrey A. Detar

1. ROLL CALL:

2. CONSENT AGENDA:

1. Approval of January 26, 2016 Regular Meeting Minutes

3. MEETING AGENDA:

1. Approval of February 9, 2016 Meeting Agenda.

4. PUBLIC COMMENTS ON AGENDA ITEMS:

Public Comments on Agenda Items are limited to only the discussion of new business items on tonight's Agenda. Please fill out a comment card and turn it into the City Clerk if you wish to make a comment.

5. NEW BUSINESS:

1. Resolution

**A RESOLUTION TO AMEND THE CITY OF MORROW POSITION
CLASSIFICATION PLAN AND PAY SCALE.**

(Presented by City Manager Sylvia Redic)

2. Resolution- 2016-02 Local Maintenance Improvement Grant



6. **OLD BUSINESS:**

1. Second Reading of Ordinance

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(Presented by Accounting Manager Emory McHugh)

2. Second Reading of Ordinance

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF MORROW, GEORGIA; TO AMEND TITLE 2, GENERAL GOVERNMENT, CHAPTER 1, GOVERNING BODY, SECTION 2-1-1, REGULAR MEETINGS, SPECIAL MEETINGS TO ALLOW FOR ADDITIONAL MEETING TIMES FOR THE COUNCIL TO CONDUCT OFFICIAL BUSINESS; TO PROVIDE FOR CODIFICATION; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN ADOPTION DATE; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES

(Presented by City Manager Sylvia Redic)

3. Resolution E-911

A RESOLUTION TO STUDY KEEPING E-911 WITHIN THE CITY OF MORROW.

(Presented by City Manager Sylvia Redic)

7. **GENERAL COMMENTS:**

General Comments are any comment that you want to make during Council Meeting. Please fill out a comment card and turn it into the City Clerk if you wish to make a comment.

8. **ADJOURNMENT:**



CITY OF MORROW

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Position Classification Plan and Pay Scale Recommendations

State of Georgia
County of Clayton

Resolution 2016-

**A RESOLUTION TO AMEND THE CITY OF MORROW POSITION
CLASSIFICATION PLAN AND PAY SCALE.**

WHEREAS The City of Morrow (hereinafter “City”) is governed by the Mayor and Council;

WHEREAS: The City's daily operations are the responsibility of the City Manager;

WHEREAS: From time to time, the City Manager will recommend amendments to the Position Classification Plan and Pay Scale for approval from the City Council in accordance with Policy No. 5.01;

WHEREAS: All reclassifications must be approved by vote from the Council.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of Morrow, Georgia that Exhibit “A” of this Resolution be approved as 2016 Position Classification Plan and Pay Scale City of Morrow.

Be it resolved this ___th day of February 2016.

Jeffrey A. DeTar, Mayor

Attest:

Yasmin Julio
Interim City Clerk
(Seal)



CITY OF MORROW

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Budget Amendment Ordinance

**CITY OF MORROW
STATE OF GEORGIA**

ORDINANCE NO. 2016-01

AN ORDINANCE AMENDING THE CITY BUDGET FOR FISCAL YEAR 2015-2016 FOR THE CITY OF MORROW; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES

WHEREAS, the City of Morrow, Georgia (“City”) is a municipal corporation duly organized and existing under the laws of the State of Georgia and is charged with providing public services to residents located within the corporate limits of the City;

WHEREAS, the governing authority of the City are the Mayor and Council thereof;

WHEREAS, the City has adopted its final operating budget for fiscal year 2015-2016;

WHEREAS, Article VI, Section 6.28 of the City’s Charter provides that all changes in the appropriations contained in the current operating budget shall be made by ordinance; and

WHEREAS, the City Council wishes to amend the fiscal year 2015-2016 budget with the budget amendment marked accordingly and attached hereto.

THEREFORE, BE IT, AND IT IS HEREBY ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF MORROW:

SECTION 1. Adoption by Reference. The document attached hereto as Exhibit “A” is incorporated herein by reference and is hereby adopted as an amendment to the Budget for Fiscal Year 2015-2016 for the City of Morrow, Georgia.

SECTION 2. Public Record. This document shall be maintained as a public record by the City Clerk and shall be accessible to the public during all normal business hours of the City of Morrow.

SECTION 3. Approval of Execution. The Mayor is hereby authorized to sign all documents necessary to effectuate this Ordinance.

SECTION 4. Attestation. The City Clerk is authorized to execute, attest to, and seal any documents which may be necessary to effectuate this Ordinance, subject to approval as to form by the City Attorney.

SECTION 5. Codification and Severability.

(a) It is hereby declared to be the intention of the Mayor and Council that all sections, paragraphs, sentences, clauses and phrases of this Ordinance are and were upon their enactment believed by the Mayor and Council to be fully valid, enforceable and constitutional.

(b) It is hereby declared to be the intention of the Mayor and Council that to the greatest extent allowed by law each and every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. It is hereby further declared to be the intention of the Mayor and Council that to the greatest extent allowed by law, no section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this ordinance.

(c) In the event that any section, paragraph, sentence, clause or phrase of this Ordinance shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the Mayor and Council that such invalidity, unconstitutionality or unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the remaining sections, paragraphs, sentences, clauses, or phrases of the Ordinance and that to the greatest extent allowed by law all remaining sections, paragraphs, sentences, clauses, or phrases of the Ordinance shall remain valid, constitutional, enforceable, and of full force and effect.

SECTION 6. Repeal of Conflicting Provisions. Except as otherwise provided herein, all ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed.

SECTION 7. Effective Date. This Ordinance shall become effective immediately upon its adoption unless otherwise stated herein.

ORDAINED this ____ day of _____, 2016.

CITY OF MORROW, GEORGIA

JEFFREY A. DETAR, Mayor

ATTEST:

YASMIN JULIO, Interim City Clerk

(SEAL)

APPROVED AS TO FORM:

STEVEN FINCHER, City Attorney

EXHIBIT "A"

**CITY OF MORROW, GEORGIA
PROPOSED BUDGET ADJUSTMENTS
FISCAL YEAR ENDED JUNE 30, 2016**

						<u>ORIGINAL</u>	<u>PROJECTED</u>	<u>INCR (DECR)</u>
						<u>BUDGET</u>	<u>ACTIVITY</u>	<u>NEEDED</u>
						<u>ADJUSTMENT</u>		
FUND 100 - GENERAL FUND								
1) To provide funding for electricity, phone, security and other expenses at Tourist Center no longer paid by MBTA								
EXPENDITURES								
100	100	01500	00057	571075	Tourism Center Expenses	\$ -	\$ 30,000	\$ 30,000
2) To recognize Federal Grant Revenues and Project Expenditures (Personal Protective Equipment) for Fire Department								
REVENUES								
100	033	33100	03311	331110	Direct Federal Grant	\$ -	\$ 370,296	\$ 370,296
EXPENDITURES								
100	300	03500	00051	511100	Full-Time Salaries	\$ -	\$ 30,254	\$ 30,254
100	300	03500	00054	542100	Machinery and Equipment	-	340,042	340,042
						<u>\$ -</u>	<u>\$ 370,296</u>	<u>\$ 370,296</u>



CITY OF MORROW

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Additional Work Session Ordinance

CITY OF MORROW
STATE OF GEORGIA

ORDINANCE 2016-02
CITY OF MORROW, GEORGIA
PREAMBLE AND FINDINGS

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF MORROW, GEORGIA; TO AMEND TITLE 2, GENERAL GOVERNMENT, CHAPTER 1, GOVERNING BODY, SECTION 2-1-1, REGULAR MEETINGS, SPECIAL MEETINGS TO ALLOW FOR ADDITIONAL MEETING TIMES FOR THE COUNCIL TO CONDUCT OFFICIAL BUSINESS; TO PROVIDE FOR CODIFICATION; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN ADOPTION DATE; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES ALLOWED BY LAW.

WHEREAS, the governing authority of the City of Morrow, Georgia (the "City") are the Mayor and Council thereof; and

WHEREAS, the City has determined that to serve the needs of the community certain amendments are needed in the Governing Body Ordinance; and

WHEREAS, the City has determined that such amendments to the Governing Body Ordinance will provide additional meeting times for the Mayor and Council to conduct official business;

WHEREAS, these amendments are necessary to further accommodate the Mayor and Council in carrying out the business of the citizens of the City of Morrow; and

NOW THEREFORE, BE IT AND IT IS HEREBY ORDAINED BY THE GOVERNING AUTHORITY OF THE CITY OF MORROW, GEORGIA:

Section One.

That Section 2-1-1 of Chapter 1, Title 2 of the Code of Ordinances of the City of Morrow, Georgia is hereby amended to read as follows:

"Sec. 2-1-1. Regular meetings; special meetings.

- (a) ***Regular meetings of the mayor and council shall be held at the Morrow Municipal Complex on the second and fourth Tuesday of each month at 7:30 p.m. Work sessions which precede regular meetings shall begin at 6:30 p.m., except on the second Tuesday of each month when the work session may begin at 5:30 p.m. A stand-alone work session shall be held on the first Tuesday of each month at 6:00 pm.***

- (b) Where the day for a regular meeting falls upon a day which is a legal holiday in this state, the meeting may be held upon a day and at an hour to be designated by the mayor at least four days before the legal holiday, at which meeting all matters shall be taken up which might have come before the meeting as regularly set.*
- (c) Special meetings of the mayor and council may be held on call as provided in the city charter.*
- (d) Only business stated in the call may be transacted at a special meeting.*
- (e) Notice of any special meeting may be waived by a council member in writing before or after a special meeting, and attendance at the meeting shall also constitute a waiver of notice on any business transacted in the council member's presence.*
- (f) Any meeting of the mayor and council may be continued or adjourned from day to day, or for more than one day, but no adjournment shall be for a longer period than until the next regular meeting thereafter.”*

Section Two.

(a) It is hereby declared to be the intention of the Mayor and Council that all sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the Mayor and Council to be fully valid, enforceable and constitutional.

(b) It is hereby declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, each and every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. It is hereby further declared to be the intention of the Mayor and Council that, to the greatest extent allowed by law, no section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.

(c) In the event that any phrase, clause, sentence, paragraph or section of this Ordinance shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the Mayor and Council that such invalidity, unconstitutionality or unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or sections of this Ordinance and that, to the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance shall remain valid, constitutional, enforceable, and of full force and effect.

Section Three. All ordinances and parts of ordinances in conflict herewith are hereby expressly repealed.

Section Four. The effective date of this Ordinance shall be the date of adoption unless otherwise stated herein.

ORDAINED this _____ day of _____, 2016.

	CITY OF MORROW, GEORGIA _____ Mayor
ATTEST: _____ Interim City Clerk	AGREED AS TO FORM: _____ City Attorney

MARKED CHANGES TO ORDINANCE

Section One.

That Section 2-1-1 of Chapter 1, Title 2 of the Code of Ordinances of the City of Morrow, Georgia is hereby amended to read as follows:

“Sec. 2-1-1. Regular meetings; special meetings.

- (a) Regular meetings of the mayor and council shall be held at the Morrow Municipal Complex on the second and fourth Tuesday of each month at 7:30 p.m. Work sessions shall begin at 6:30 p.m. preceding the regular meetings, except on the second Tuesday of each month when the work session may begin at 5:30 p.m.***
- (b) Where the day for a regular meeting falls upon a day which is a legal holiday in this state, the meeting may be held upon a day and at an hour to be designated by the mayor at least four days before the legal holiday, at which meeting all matters shall be taken up which might have come before the meeting as regularly set.***
- (c) Special meetings of the mayor and council may be held on call as provided in the city charter.***
- (d) Only business stated in the call may be transacted at a special meeting.***
- (e) Notice of any special meeting may be waived by a council member in writing before or after a special meeting, and attendance at the meeting shall also constitute a waiver of notice on any business transacted in the council member's presence.***
- (f) Any meeting of the mayor and council may be continued or adjourned from day to day, or for more than one day, but no adjournment shall be for a longer period than until the next regular meeting thereafter.”***