

**CITY OF PEACHTREE CORNERS**  
**SPECIAL CALLED WORK SESSION MINUTES**  
**May 22, 2012 @ 7:30PM**

The Mayor and Council of the City of Peachtree Corners held a Special Called Work Session on Tuesday, May 22, 2012 at 7:30pm. This Special Called Meeting was held at Robert D. Fowler YMCA located at 5600 West Jones Bridge Road in Peachtree Corners, Georgia 30092. The following were in attendance:

|                      |                                   |
|----------------------|-----------------------------------|
| Mayor                | Mike Mason                        |
| Council Member       | Phil Sadd, Post 1 - <b>Absent</b> |
| Council Member       | James Lowe, Post 2                |
| Council Member       | Alex Wright, Post 3               |
| Council Member       | Jeanne Aulbach, Post 4            |
| Council Member       | Lorri Christopher, Post 5         |
| Council Member       | Weare Gratwick, Post 6            |
| Acting City Attorney | Bill Riley                        |
| Acting City Clerk    | Joan Jones- <b>Absent</b>         |

**PLEDGE OF ALLEGIANCE** was led by Mayor Mason.

**OPENING REMARKS:** Mayor Mason thanked everyone for attending. He explained the procedure for the Council Work Session, that it is a more informal meeting where the council is presented and discusses agenda issues.

**REPORTS & PRESENTATIONS:** Consultant John McDonough reviewed a PowerPoint outlining the requirements for **City Hall office space**. There was discussion on the timing for locating space, current options available for leasing and finding a suitable location to meet the staffing needs and accessibility requirements for the city at an affordable cost. Mr. McDonough discussed options within the Tech Park development; however, there were concerns about the visibility and costs of the sites that were available. Council suggested looking outside of the Tech Park area for other leasing alternatives. Mr. McDonough will bring back other recommendations to Council.

City Manager Kachmar provided an update on the **Request for Proposal (RFP) for Banking Services**. He reviewed the state law requirements and the specifics outlined in the RFP. Mr. Kachmar suggested establishing a committee to review the proposals, which could include a body of citizens appointed by the Mayor or a combination of city officials and citizens, such as body composed of a citizen, counsel, a consultant and a council member. Mayor Mason commented the later suggestion was preferable and asked for a Council Member to volunteer. Council Member Aulbach volunteered and will work with the consultants on the process. Mr. Kachmar added Council is not obligated to accept any of the banking proposals submitted if they find none suitable for their needs.

Acting City Attorney Bill Riley Reviewed the **Legal Requirements and Timeline for Ad Valorem Tax Billing and Collection**. He discussed the advertising requirements and the timeline and the process for adopting the millage rate. There was council discussion on whether citizens would notice any difference in the appearance of their bill as a result of the incorporation of the City; Attorney Riley responded it would be a seamless transition. Council also discussed the impact of the elimination of the “car tax” and Attorney Riley noted less than 10% of the current tax collection is from the tax but suggested it may take a couple to years to assess any impact .

Mr. McDonough presented a power point outlining a proposed **organizational structure for the city**. He reviewed a draft budget of preliminary expenditures for the city and provided an overview for drafting a budget, including defining the levels of service and staffing needs. Council discussed the proposed expenditures and preliminary staffing needs and the timing for providing some essential staffing. There was discussion on working to secure a TAN (Tax Anticipated Note) to obtain the funds to hire staff, which could include someone for planning/permitting and possibly administrative help to field citizens’ inquiries. Attorney Riley commented his staff spends about two to three hours a day fielding building permit inquiries. Council discussed the kind of qualifications for a Planning and Zoning staff, and Council Member Aulbach suggested it would be helpful to have the County provide the volume of permitting activity for the city to determine the level of staffing that would be needed in the short term. Mr. Kachmar suggested options for providing immediate staff, such as an administrative office staff and possibly outsourcing for planning services.

Mr. Kachmar discussed **neighborhood and business response center services**. He reviewed how services provided by a call center could provide a point of contact for the citizens seeking information during the city’s transition. Council Member Lowe suggested in order to determine the needs for a call center, there should be more discussion on what services the center would provide short term and then long term.

**MAYOR’S COMMENTS:** Mayor Mason thanked everyone for attending.

**EXECUTIVE SESSION:** No Executive Session

**ADJOURNMENT:** Council Member Christopher motioned, seconded by Council Member Aulbach to adjourn. There be no further discussion, the meeting was adjourned.

Approved:

  
Mike Mason, Mayor

Attest:



Corrine Lindo for Joan Jones, Acting City Clerk