

CITY OF PEACHTREE CORNERS
WORK SESSION SUMMARY
September 25, 2012 @ 7:30PM

The Mayor and Council of the City of Peachtree Corners held a Work Session on Tuesday, September 25, 2012 at 7:30pm. After proper public notice, the time of this Work Session was rescheduled from 6:00pm to 7:30pm in order for a quorum of council to attend a 5:00pm Gwinnett County Board of Commissioners Meeting regarding Energy Excise Tax. The Work Session 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 - Absent
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
City Manager	Julian Jackson
Consultants	John McDonough, John Kachmar

PLEDGE OF ALLEGIANCE was led by Mayor Mason.

OPENING REMARKS: Mayor Mason thanked everyone for attending and asked council to keep Council Member Sadd and his family in their thoughts on the loss of his father. He reviewed the need for the work session agenda items; remarked briefly on the meeting with Gwinnett County Board of Commissioners and explained it will be discussed further tonight.

REPORTS & PRESENTATIONS: Consultant John McDonough reviewed the draft **Financial and Procurement Policies** for the City of Peachtree Corners. He reminded council it is the same draft he had sent them earlier for their review. Mr. McDonough outlined the procurement process, explaining how to use the state vendors list, reviewed the sealed bid procedure. During review of the monetary amounts for informal/formal bids, there was discussion regarding the monetary limit for City Manager authorization which is will be set at 10K at this time for non-budgeted items. In addition, the policy outlines the nuts and bolts on the responsibilities of the city manager, steps that need to be followed when getting verbal, written or sealed bids. There was discussion on holding a bidders conference, what disqualifies a bidder/contractor and how to handle emergency purchases.

There was council discussion on the various **Franchise Agreements** and state tax laws which ones may pertain to the City of Peachtree Corners, such as Atlanta Gas Light, Hotel/Motel Tax, Alcohol Sales Tax, Insurance Premiums, etc. Attorney Riley explained this would include companies that may utilize the cities rights of way and there will be agreements on the agenda

for council to consider. Mayor Mason asked for list of possible sources for this type of revenue. City Manager Jackson provided a verbal report on the meeting held earlier this afternoon regarding the Energy Excise Tax, explaining this is a change in the law and if the county imposes the tax and the city decides not to adopt an Intergovernmental Agreement with Gwinnett County, the city would not get any of these tax dollars. There was discussion on the dollar amount, but the county has to file for the exemption before any dollars can be considered and it is phased in over a four year period.

Council held a discussion on the **Gwinnett Village Capital Improvement District (CID)**. Attorney Riley explained legal has gone through the agreement; there are some language concerns that need further review. Consultant Kachmar advised a CID can be a good thing and a not so good thing; it can cost the city money and affects the borders of other properties, but is best to have a voice in the process.

City Manager Jackson explained he will have a City Clerk Job Description for council to consider at their next meeting and advised council he will be attending the IIMCA Conference from October 8-10th in Phoenix.

There was brief discussion on the upcoming Gwinnett Municipal Association meeting on October 9th, the tentative date for the City Hall Open House on November 11th and when the city logo will be launched.

MAYOR'S COMMENTS: Mayor Mason commented with the City Manager coming on board, we need to have the Financial Policy on the next agenda so the various vendors and now the staff can be paid.

EXECUTIVE SESSION No Executive Session held.

Council Member Christopher motioned, seconded by Council Member Wright to adjourn. There be no further discussion, the meeting was adjourned.

Approved:

Mike Mason, Mayor

Attest:

Joan Jones, Acting City Clerk