



## Meeting Minutes - Final Committee of the Whole

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Thursday, April 30, 2020

6:00 PM

TELECONFERENCED - GoToMeeting

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**JOIN THE MEETING:** <https://global.gotomeeting.com/join/699165405>  
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### Roll Call

**Present** 8 - Derek Norton, Glenn Pickens, Austin Wagner, Travis Lindley, Charles Welch, Susan Wilkinson, Tim Gould, and Lewis Wheaton

**Also Present** 1 - Scott Cochran

**Staff** 16 - Tammi Saddler Jones, Heather Peacon-Corn, Tom Boland, Mary Arvin, Jennifer Bennett, Joe Bennett, Richard Garland, Russell Martin, Tina Monaghan, Kevin Moore, Penny Mocer, Landon O'Neal, Kristin Robinson, Carol Sicard, Jered Sigmon, and Christy Ullman

### 1. Call to Order

*Mayor Derek Norton called the April 30, 2020 Meeting of the Committee of the Whole to Order at 6:00pm.*

### 2. New Business

#### A. UCB Fee Waiver Request - Tom Boland and Rusty Martin

*Community Development Director Rusty Martin reviewed the power point presentation regarding the request to waive fees for the expansion of UCB Pharmaceuticals current campus in the City of Smyrna.*

*In attendance from UCB are Jospesh Zorzoli, Scott Sanford, Jenée' Burke and Duane Barnes.*

- UCB is a global pharmaceutical company based in Belgium.*
- It is the largest pharmaceutical company in the State of Georgia.*
- The U.S. Headquarters has been based in Smyrna for the last 20 years.*
- The corporate campus is situated on 47 acres located on Lake Park Drive.*
- It currently has 110,000 square feet of workspace.*
- The Smyrna location is currently home to over 400 employees.*
- UCB is one of Smyrna's largest employers.*

*Phase 1 of this project will re-purpose an existing structure and provide an additional 60K square feet of quality workspace and an additional parking area.*

*This cutting edge facility will be the first WELL (office design for human health and well*

being) and LEED (building design for environmental efficiency) certified structure in the State of Georgia.

The Phase 1 project cost is estimated to be \$23.5 Million.

It will allow the UCB campus to accommodate 100 additional employees at an average annual salary of more than \$100,000.

The project is scheduled to break ground this Summer and be completed in approximately 18 months. Plans are currently under review for permitting.

Phases 2 & 3 of this corporate campus expansion will add an additional \$24M In construction and infrastructure investment (no time frame for the next phases has been established).

The estimated project cost for purposes of calculating Building Permit and Recording Fees is: \$23.5M

The Building Permit Fees (\$7/\$1000) will be: \$164,500

Recording Fees (10% of Building Permit Fee) will be: \$16,450

The Total Fee Waiver Request (Building Permit + Recording Fees) is: \$180,950

The cost of the incentives will be recaptured in 26 months (based on the additional property taxes collected due to the increased value of the property).

The incentive/job is \$1810.

The fee waiver request is being made under the City Incentive Program outlined in Chapter 79 - Planning and Development; Economic Development Program; Article II Section 79-28 (b.8).

The request for waiver of Building Permit Fees and related Records Fees is authorized under the aforementioned ordinance.

Building Permit Fees are assessed at \$7/\$1000 of estimated construction cost.

Records Fees are calculated based on 10% of estimated Building Permit fees.

Community Development and Economic Development are recommending approval of the request to waive the building permit and record fees for the UCB improvement project.

Mayor Norton and several Councilmembers thanked UCB participants for their wanting to expand in the City and provide the job base and technology to the citizens both locally and globally.

## **B. Discuss Proposed FY 2021 Budget - Kristin Robinson and Jered**

### **Sigmon**

Budget Manager Jered Sigmon and Finance Director Kristin Robinson began the FY21 Budget Presentation and reviewed the documents provided.

Jered spoke about the budget process with departments and the process for coming to the presentation. Additionally he remarked that budget books are available at City Hall for Mayor and Council and the budget in its entirety is always available at the City website.

The total proposed budget of \$105,915,472 and reviewed the breakdown by funds.

The comparison chart was shown from FY20 to FY21. There is an increase of 5.1% from the previous budget.

Jered spoke about the unpredictability of this upcoming budget because of COVID19 and what that means for the current fiscal year as well as the next fiscal year. We remain cautiously optimistic and have done our due diligence with reaching out to multiple jurisdictions to get a comparison of what other cities/ counties are looking at as well.

COVID-19 Estimated Impacts

20% reductions in key revenues

- Title Ad Valorem Tax
- Alcohol (licenses, excise tax, 3% mixed drink tax)
- Parks Programs and Facility Rentals

- Hotel/Motel Tax
- Auto Rental Tax
- General Business License
- Real Property Tax
  - Flat millage rate (8.99 mills) since FY 2008
  - 7% increase in tax digest
  - Collection rate reduced from 98.5% to 96.5%
- 2016 SPLOST
  - Receipts averaging 19% over original projection
  - Budgeted the original projection instead
- Budgeted revenue losses
  - \$1.8M in the General Fund
  - \$327K in the Hotel/Motel Fund
  - \$1.7M in 2016 SPLOST Fund
- Use of cash reserves
  - \$500K in the General Fund
  - \$134K in the Hotel/Motel Fund
- Noteworthy:
  - 497K General Fund contingency
  - 495K increase (9.0%) to health insurance
  - 185K for traffic signal optimization
  - 46K for repairs to Market Village fountain and arbor
  - 40K for class and compensation study
  - 40K for new fats-oils-grease program
  - 38K for Police Officer retention bonuses
  - 37K for new Culture & Spirit community event
  - 8K for new exercise equipment at Wolfe Center
  - 15K for miscellaneous public art projects
  - 10K for more frequent playground cleaning
  - 10K for LED lighting retrofit at Library
- Debt Obligations:
  - \$66,671,768 total outstanding bond debt
  - New 2019 Series to fulfill TAD obligations
- \$12,427,537 scheduled for FY21
  - 541,468 from TAD Fund
  - 3,948,532 from the General Fund
  - 100,000 from previously committed funds
  - 237,538 from TAVT (interest on 2016 Series)
  - 7,600,000 from SPLOST
- General Fund CIP Projects
- General Government:
  - Automation of Inspection Scheduling \$67,000
  - Electronic Plan Review \$150,000
  - Desktop Computer Upgrades \$46,000
  - Youth Services Remodel @ Library \$60,000
  - Adult Services Remodel @ Library \$80,000
- Parks & Recreation:
  - Park Signage System-Wide \$20,000
  - Playground for 2-5 Year-Olds @ Tolleson \$30,000
  - Maint. Areas @ Tolleson/Chuck Camp \$50,000
  - Pond Bank Stabilization \$100,000
- Public Safety:
  - Fire Training Conex Boxes \$75,000
  - Structural Firefighting Gear \$159,000

- Water Pipe Replacement @ Jail \$40,500
- Police Laptop Computer Refresh \$42,500
- Police Station Improvements \$75,000

*Public Works:*

- Miscellaneous Carpet Replacement \$20,000
- HVAC Replacement \$106,000
- Brawner Hall Improvements \$100,000
- Detention Pond Maintenance \$100,000
- Replace Underground Sanitation Can \$30,750
- Sanitation Carts \$56,200

*FY 2021 General Fund CIP Total: \$1,407,950*

*Mayor Norton noted that we continue to utilize all means to get available funding for replacement of all the COVID19 expenses incurred by the City.*

*City Administrator Tammi Saddler Jones acknowledged the hard work done by the Finance team in preparation for the FY2021 budget process.*

### **g3. Review of the May 4, 2020 Mayor and Council Agenda**

*The Mayor reviewed the items on the upcoming Mayor and Council Agenda.*

*Public Works Director Frank Martin spoke about the storm drainpipe replacement item and we received 11 bids for this project. The company chosen has previously worked with the City of Marietta.*

*Mary Arvin explained the difference between the Subrecipient Agreement and the Cooperation Agreement for Councilmember Susan Wilkinson. The Subrecipient Agreement allows us to accept the funds from CDBG.*

*Consent Agenda:*

*Minutes to be approved*

*Cyber Security liability and security coverage to bring us up to \$1,000,000 of coverage.*

### **4. Other Business (as needed)**

*Mayor Norton reviewed the Shelter in Place for the medically fragile through June 12 as well as the State of Emergency through the same date.*

*We are working on Phases of reinstatement of staff and we are watching the state numbers and not seeing the 14 consecutive days of decline and he wants to be cautious and thoughtful to the reopening of the City.*

*Ms. Saddler Jones has been working with Emergency Manager, Fire Chief Roy Acree in regards to sanitation protocols as well procedures for reopening.*

*Many businesses are still being cautious about reopening and we want to follow the lead of remaining thoughtful to the process.*

*Councilmember Susan Wilkinson remarked about the gentleman from Del Taco that was being handled by the Smyrna Police Department.*

*Mayor Norton noted over \$100,000 has been raised for Support Smyrna with over 1100 signs all over the City. The Hot Meals program continues to make 1200 meals a week.*

*The details of the funeral for Officer Chris Ewing were discussed by Special Projects Coordinator Penny Moceri.*

*Glenn Pickens has received a few calls regarding the Campbell Road/Spring Road development and they expressed concerns about the next Planning and Zoning*

meeting on May 11, 2020.

Rusty Martin discussed the concerns with holding a public hearing for items virtually.

The applicant is not expecting to present at the May 11th meeting.

Austin Wagner spoke about the continuity of upcoming meetings to be held virtually vs. in person.

Also all items coming forward to the License and Variance meetings will be held off until they can be held in public. City Attorney Scott Cochran also reiterated the need for public hearings to be held in person.

Mayor Norton and Scott Cochran noted they preferred to have the Planning and Zoning and License and Variance Board meeting canceled and posted.

Travis Lindley is going to meet with the City Administrator regarding traffic calming.

Corkey Welch had no report.

Susan Wilkinson wanted to discuss Code Enforcement and she wanted Council to agree to identify better communication with Code Enforcement and get the concerns to Tammi Saddler Jones to review. She also asked about the Lead Marshall's position that is still open.

Mayor Norton wanted to take this conversation offline, however, Councilmember Wilkinson still wants the other Councilmembers to report the things they are seeing in their wards where there are gaps and breakdowns and get them to Ms. Saddler Jones for further discussion.

Mayor Norton does not think with the current situation that reviewing Code Enforcement issues when we are not enforcing them under normal circumstances.

Ms. Wilkinson says all the same issues still exist especially in her Ward and she feels these are not being taken care of in a timely manner.

Rusty Martin noted he would be happy to drive her Ward to see issues she is still experiences. He feels attacked because she is continuing to say they are not responding and not doing their job.

Tim Gould spoke about a meeting for the Education Committee to review the plans for Campbell High School that he felt was productive.

He asked about the Belmont Parking lot and wanted Greg Teague from Croy and Kevin Moore to schedule an additional meeting regarding same.

Lewis Wheaton had no report.

Scott Cochran noted a condemnation case that affirmed that the Court of Appeals case on Windy Hill (FatBoy) restaurant that the case is finalized.

No additional staff had reports.

## 5. Adjournment

Mayor Norton adjourned the meeting at 9:25pm.