

CITY OF DAHLONEGA

WORK SESSION MINUTES

The Dahlonega City Council held a Work Session on Thursday, April 18, 2013 at City Hall. Members present were Gerald Lord, Bruce Hoffman, Sam Norton, Johnny Ariemma, Terry Peters and Ralph Prescott. Also present were City Manager Ron Thomas and City Attorney Doug Parks. Mayor Gary McCullough called the Work Session to order at 4:00 p.m.

Mayor McCullough informed that agenda item #1 – Discussion to Amend Alcohol Ordinance to Allow Licensees to Provide Alcohol for Offsite-Catered Events has been removed.

DISCUSSION OF CHAMBER OF COMMERCE EVENT GUIDELINE HANDBOOK:

Chamber President Amy Booker informed Council that the Chamber has begun a program of work to produce an Event Guideline Handbook. She further informed that many groups come to the Chamber for information on how to get started and who they should contact for the process to hold an event. The Chamber has met with major event producers and representatives and asked what type of information would be helpful to include in the handbook. Ms. Booker informed that Planning Director Chris Head and City Clerk Lou Stewart have offered to be a part of this process and asked Council if they might want to have a part also. At this time, Mayor McCullough asked Councilman Ariemma if he would agree to serve on the committee. Councilman Ariemma responded that he would be glad to serve. Councilman Norton informed that people go to the Chamber to get information concerning festivals and the Chamber is not funded for this responsibility. Mr. Jay Markwalter Chamber Tourism Director informed that the handbook will save time for the Chamber and Planning Director Chris Head. The handbook will be put together well and will have information for event planners to know how to start and will avoid a lot of questions in the process. Councilman Peters questioned if the Chamber would consider implementing a master calendar of all events, in order for new event planners to be able to plan more accordingly. Ms. Booker informed they have two separate calendars in which the events are posted however; they rely on event holders to give the Chamber the information to post for the community as a whole. She further informed that the handbook will include the calendar for all events. Mayor McCullough requested that Ms. Booker hold the first committee meeting at City Hall and to inform everyone of the date for the meeting to be held.

DISCUSSION OF DOWNTOWN SQUARE LANDSCAPING AND BUDGET AMENDMENT TO FUND PURCHASES:

Public Works Director Ricky Stewart informed Council the landscaping budget for materials was not all allocated in the current budget. He further informed that the fall flowers were purchased and he was now requesting a budget amendment for funding the purchase of the spring flowers and mulch for the downtown square area. Councilman Peters questioned if the funds will be taken from fund balance or contingency. City Manager Ron Thomas informed that the funds can be taken from either fund therefore; contingency will be fine if that is Council preference. Mr. Stewart also requested that he be allowed to order the flowers now so the delivery date will be

directly after the May Council meeting approval. After further discussion it was the consensus for the flowers to be ordered and Mayor McCullough requested that this budget amendment be added to the May Council meeting agenda for approval.

DISCUSSION OF CEMETERY INVENTORY & MAPPING AGREEMENT WITH GMRDC AND BUDGET AMENDMENT TO FUND PROJECT:

City Manager Ron Thomas informed Council that the cemetery inventory and mapping project was not included in the current budget and the grant funding for the project was denied. The contract with GMRDC has already been executed and Rebecca Shirley, DDA Projects Coordinator was informed due to the contractor being identified, the grant could not be awarded. Councilman Lord informed that the Council had already approved the process and felt that we needed to proceed with the project. Councilman Prescott also informed there were valid and justifiable reasons for this project and should proceed. After further discussion, Mayor McCullough requested that the fund balance transfer to cover the contract expense be added to the May Council meeting agenda for approval.

DISCUSSION OF COUNCIL LAPTOP PURCHASES:

City Manager Ron Thomas informed Council that this item was brought to Council last month for guidance for Council preference and the consensus was to purchase laptops for each member. Councilman Prescott informed that his understanding was to put together information on which laptop would be best and present back to Council. Mr. Thomas informed that the laptops were more practical for larger documents and also the cost difference for the tablets, which required additional accessories. After further discussion, Mr. Thomas took a verbal request from members and a total of four (4) laptops are to be purchased for Council use to replace paper packets.

The Work Session was adjourned at 4:55 p.m.