WORK SESSION SUMMARY
Mayor and City Council Work Session
January 28, 2015
4:30 P.M.

Public Safety Complex, Court/Council Chambers, 115 West Center Street, Carrollton, Georgia

ATTENDANCE

The Mayor and City Council held a Work Session on Wednesday, January 28, 2015 at 4:30 p.m. in the Public Safety Annex Building, 115 West Center Street, Carrollton, Georgia. Members present: Councilmember Mike Patterson, and Councilmember Jim Watters. Members absent: Mayor Wayne Garner, Councilmember Gerald Byrd and Councilmember Mandy Maierhofer.

PURPOSE

The purpose of the Work Session was to discuss issues regarding city related business and projects. No action was taken. Minutes to a Work Session are not required by law. However, a brief summary of the general discussion are noted and presentation slides that were shared are inserted by the Clerk for reference purposes, as well as to provide information to the public.

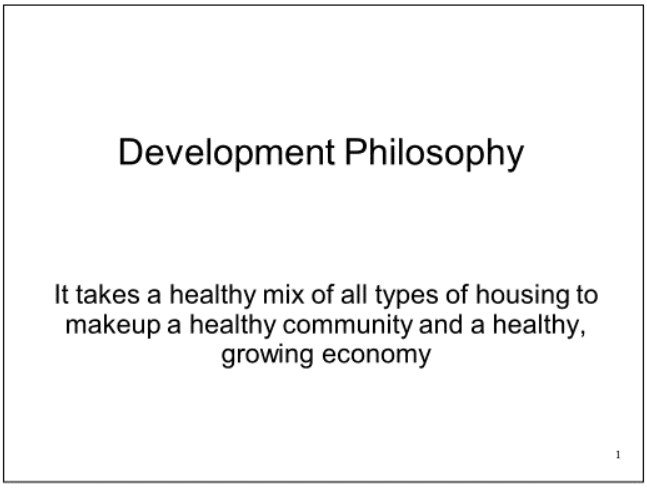
DISCUSSION

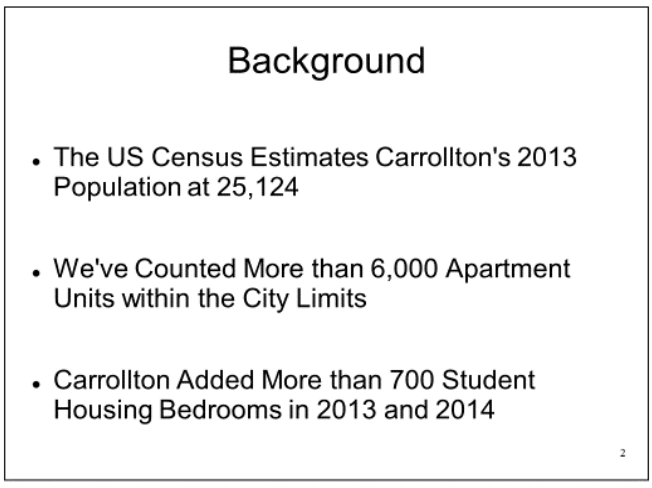
1. City Development Philosophy

Assistant City Manager Tim Grizzard reported that last summer the City had adopted a new zoning map.. While the new zoning map corrected a portion of the problem, the City continues to have an unhealthy balance of housing. Specifically, high density, low end development.

Assistant City Manager Grizzard noted that Carrollton has an abundance of apartment units, including student hoursing, and stressed the need for lower density developments and single family residences. Currently the City has more than 6,000 apartment units and that number does not include bedrooms.

The following slides were presented and discussed in detail by Assistant City Manager Grizzard:





2010 Census Data

- The 2010 Census Indicates that 42.5% of Carrollton Residents Live in Multifamily Developments
- 15% Live in Single Family Rental Houses
- Only 42.4% of Carrollton Residents Own Their Homes

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Assistant City Manager Grizzard shared photos of multi housing developments constructed within the last 10 years.

HAVEN WEST

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Haven West Apartments on Lovvorn Road opened in late 2013

The Village on Cunningham Drive

The Village on Cunnigham Drive opened in 2014

Magnolia Lake Apartments

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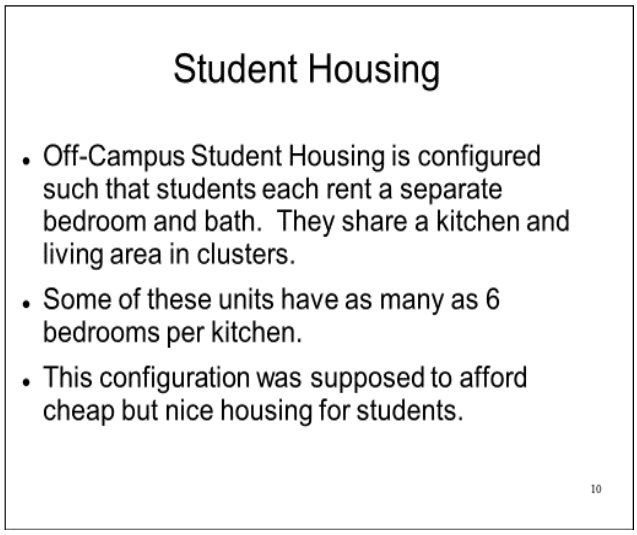
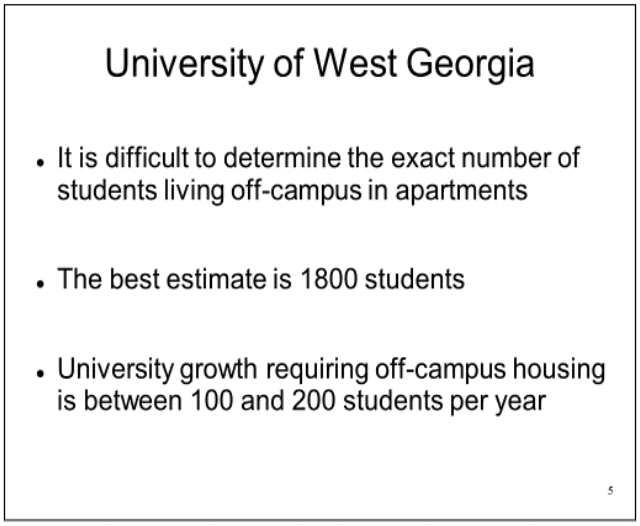
The Magnolia Lake Aparments opened in 2005

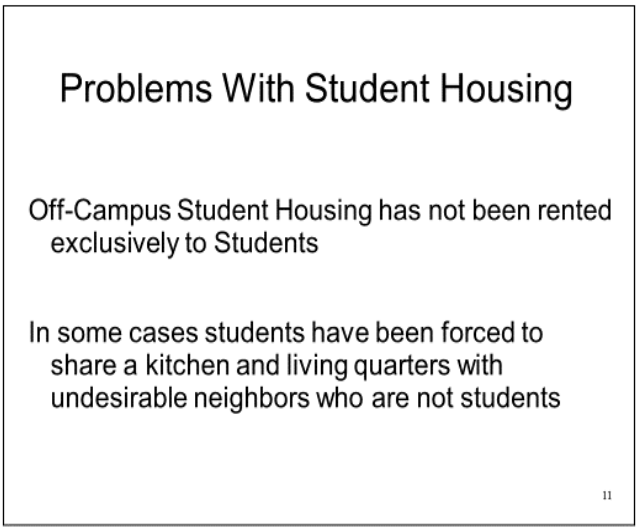
Assistant City Manager Grizzard emphasized the fact that in 2013 and 2014, more than 700 "student housing" units were built in Carrollton while the University of West Georgia (UWG) reported a growth of 100-200 students per year.

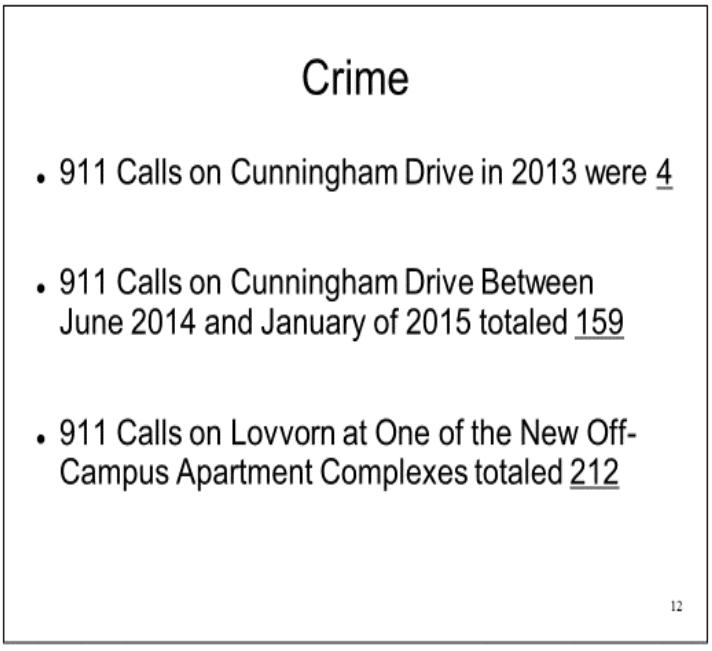




Assistant City Manager Grizzard reported it was difficult to determine the number of students living off campus, but it is believed to be about 1,800 students.

A large majority of the recently constructed multi-unit complexes have up to six bedrooms that share a kitchen and common area. Problems arise when students living in an off campus apartment are sharing housing with the general public. The UWG has no control over these individuals and cannot suspend or evict them for misbehavior.





Students living off campus with undesirable roommates and neighbors find it hard to relocate because of apartment lease agreements and apartment managers must follow lengthy eviction laws to evict a problem leaseholder.

The growing number of multifamily complexes is demanding on our Public Safety departments. Assistant City Manager Grizzard pointed out that the City had four 911 calls in 2013 on Cunningham Drive. The complex opened on Cunningham in June 2014 and there had been 159 calls to date. (January 2015).

Assistant City Manager Grizzard pointed out that the heavy demands on Public Safety by the multi-unit complexes are not supported by the tax dollars they generate. Assistant City Manager Grizzard shared information regarding the 20 million dollar General Fund revenue requirements, with 11 million in expenses for Public Safety.

General Fund Revenue Requirements

- There are Approximately 10,000 Residential Dwellings in Carrollton
- Of the $20 Million per year Required for the General Fund, $11 Million is for Public Safety
- 19% or $3.9 Million of the Required Revenue comes from Ad-Valorem Taxes

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General Fund Revenue Requirements

GENERAL FUND REVENUE SUMMARY		
REVENUE SOURCE	% OF BUDGET	AMOUNT
Ad-Valorem Taxes	19%	$3,900,000.00
Sales Tax	19%	$3,800,000.00
Franchise Fees	11%	$2,300,000.00
Intergovernmental Revenue	24%	$4,905,820.00
Fines & Forfeitures	4%	$850,000.00
Insurance Premium Tax	6%	$1,275,000.00
Occupation License Tax	5%	$975,000.00
Miscellaneous	2%	$320,000.00
Other Tax Revenues	4%	$730,000.00
Licenses and Permits	2%	$300,000.00
Charges for Service	4%	$821,500.00
TOTAL	**100%**	**$20,177,320.00**

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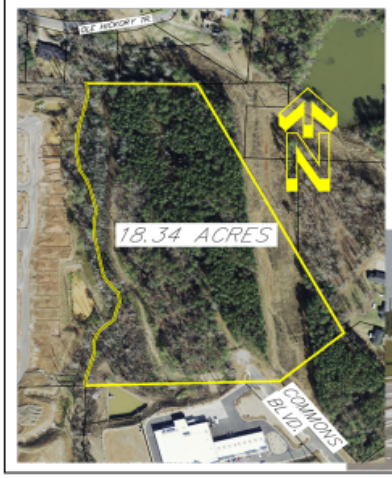
Assistant City Manager Grizzard advised there were currently several potential development areas that were (prior to the adoption of the new Zoning Map) high density zoning that would permit more multi unit developments. Today the zoning is lower density and the property owner/developers are inquiring as to what can be developed on the properties. Assistant City Manager Grizzard offered the example of the Maple Street Commons property as an example. Developers would prefer high density development but the City does not need more high density. Assistant City Manager Grizzard stated he preferred to leave the properties in 3 acre lots or give them 25% for high density development and require the remainder be reserved for greenspace.

Potential Development Areas



Maple Street Commons

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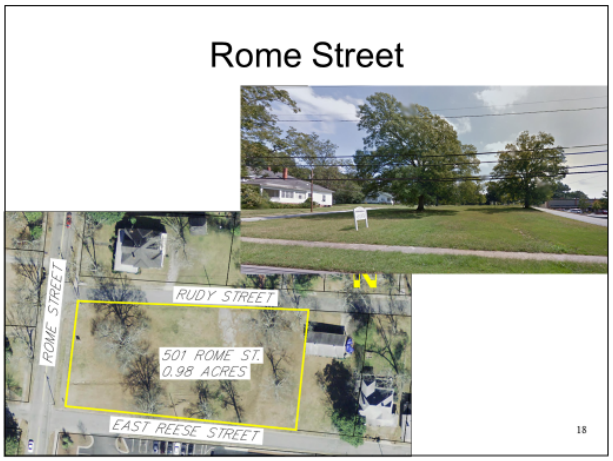
Assistant City Manager Grizzard pointed out that Maple Street Commons deveopment suffered when the economy bottomed out a few years ago. The development today now has roads that are incomplete and substandard.

Assistant City Manager Grizzard expressed issues of similar concern with property on Old Airport Road, pointing out that the property could not be served by City Water because it was already served by Carroll County Water Authority. In addition, to provide sewer to the development would require the City to build another lift station, which is not practical. Assistant City Manager Grizzard gave examples of City services to properties developed in high density projects that were similar and not cost effective.

Assistant City Manager Grizzard also gave an example of a potential balanced housing development on Rome Street.



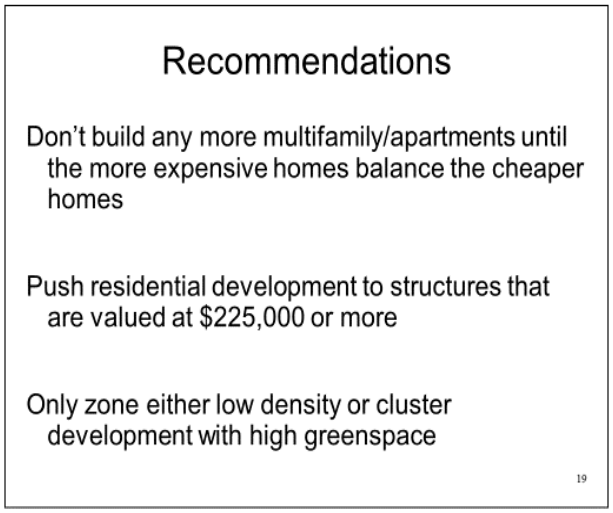
Assistant City Manager Grizzard offered solutions to resolve the density issues including:

- Limit apartments until a healthier balance of housing is achieved.
- Zone either low density or cluster developments with large greenspace.
- Encourage residential structure development of $225,000 or more.

Councilmember Patterson stated he had concerns with limiting high density developments and low-end housing construction. Councilmember Patterson stated that he felt the City did not need to issue a moratorium as has been done in the past.

Assistant City Manager Grizzard advised a moratorium was usually issued for temporary periods of time. City Attorney Chuck Conerly confirmed and advised that moratorium are issued for short periods of time to allow a municipality to assess services and infrastructure for future developments.

Councilmember Patterson requested City staff to keep a close eye on occupancy levels of existing multi family housing.



2. Business Occupation Taxes

Assistant City Manager Grizzard reported, that it had been brought to his attention while studying the services the City provides to multifamily developments and the revenues received from the same, that the City's Business Occupation Tax (BOT) collection needs a thorough analysis. Assistant City Manager Grizzard stated there were 20 (twenty) apartment complexes that were not purchasing a BOT Certificate. Assistant City Manager Grizzard advised

that he had requested the Utility Billing Manager, Wanda Johnson, and Tina Laney, Business Occupation Tax Coordinator to research the BOT Ordinance and how it applies currently.

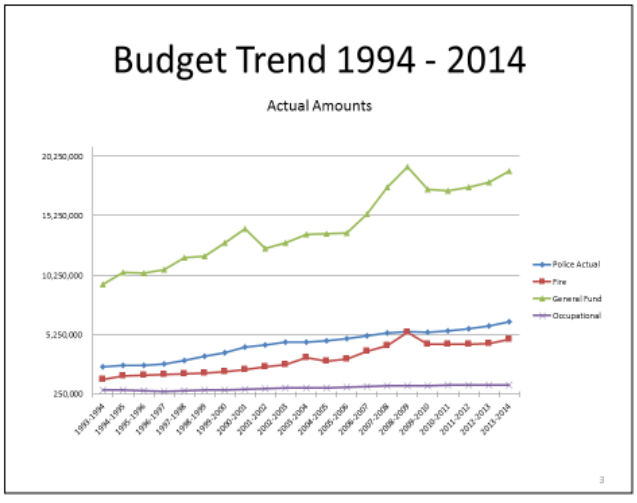
Assistant City Manager Grizzard advised that since the BOT Ordinance was adopted in 1994, there had been a number of employees in the position and the BOT Ordinance was complicated and easily misinterpreted. Currently, the City utilizes the gross receipts/ profitability ratio with tax classes applied to determine the tax to charge a business to operate in the City of Carrollton. Assistant City Manager Grizzard reported that the Mayor and Council in 1994 adopted a "grandfather" type of amendment to offer financial relief to businesses whom raised concern at the time. This "grandfather" passage in the Ordinance stated businesses would pay no more than the previous year's BOT plus the Consumer Price Index from the previous year. This amendment further complicated a confusing methodology for computing the BOT. As Coordinators in the position interpreted the BOT Ordinance, the clause changed throughout the years. Today, the interpretation of the "grandfather has evolved to be applied to all businesses in existence for two or more years, which is not in compliance, nor is it fair.

Assistant City Manager Grizzard advised that manufacturing businesses such as Southwire, paid a BOT based on number of employees and certain types of professionals could opt to pay a set fee rather than provide gross receipts to generate their BOT. The methodology used for generating the BOT Certificate for these types of businesses are clear in the BOT Ordinance. However, the City will want to take re-visit the per employee BOT charge for manufacturers.

1994-2014	Business Occupation Tax		General Fund	Public Safety		
	Budget	Actual	Budget	Police	Fire	Total
2013 - 2014	975,000	962,291	19,030,148	6,337,594	4,868,248	11,205,842
2012 - 2013	1,000,000	967,865	18,061,802	5,986,182	4,517,788	10,503,970
2011 - 2012	1,000,000	968,005	17,633,349	5,738,581	4,434,494	10,173,075
2010 - 2011	1,000,000	948,088	17,152,138	5,543,303	4,438,458	9,981,761
2009 - 2010	950,000	906,481	17,482,829	5,417,428	4,446,587	9,864,015
2008 - 2009	950,000	1,032,051	19,350,218	5,481,559	5,424,940	10,906,499
2007 - 2008	930,000	967,890	17,632,845	5,358,017	4,319,100	9,677,117
2006 - 2007	900,000	947,083	15,412,631	5,130,216	3,823,391	8,953,607
2005 - 2006	800,000	930,692	13,817,225	4,909,894	3,182,206	8,092,100
2004 - 2005	775,000	838,849	13,748,195	4,718,370	3,017,012	7,735,382
2003 - 2004	750,000	766,310	13,666,553	4,590,074	3,324,468	7,914,542
2002 - 2003	750,000	713,212	12,951,047	4,621,421	2,721,294	7,342,715
2001 - 2002	690,000	770,758	12,477,696	4,389,628	2,523,241	6,912,869
2000 - 2001	650,000	728,801	14,149,317	4,218,145	2,296,495	6,514,640
1999 - 2000	600,000	678,548	12,992,172	3,725,411	2,102,504	5,827,915
1998 - 1999	590,000	642,543	11,841,278	3,448,095	2,015,796	5,463,891
1997 - 1998	540,000	606,757	11,728,755	3,100,758	1,959,497	5,060,255
1996 - 1997	485,000	566,917	10,700,882	2,773,113	1,864,213	4,637,326
1995 - 1996	550,000	606,357	10,412,441	2,678,727	1,829,353	4,508,080
1994 - 1995	600,000	608,772	10,492,115	2,688,034	1,760,936	4,448,970
1993 - 1994	600,000	691,697	9,467,186	2,561,901	1,465,976	4,027,877

City Manager Coleman confirmed the BOT Ordinance was confusing and recalled years back when the City was implementing the BOT billing and collection software (Incode), the programmers advised management that the City of Carrollton had the most complicated BOT Ordinance they had ever seen.

Assistant City Manager Grizzard reported that the City needs to take a hard look at the matter and may want to contact the University of Georgia (Carl Vinson Institute of Government) to perform a study of the City of Carrollton BOT Ordinance, the methodologies used and tax classes to determine the best approach to the problem. Assistant City Manager Grizzard shared revenue information of twenty years of BOT revenues, pointing out that revenues had not increased as compared to the expenditures which indicated an increase in demand on Public Safety Departments. Every year, money is allocated from the Water and Sanitation Funds to supplement the General Fund. If the BOT Ordinance is amended to produce a fairer methodology in determining certificate fees and the City addressed multi housing developments not currently paying a BOT; the City may very well increase revenues for the General Fund, causing less funds to be re-allocated from the Water and Sanitation Funds. If the BOT amendments were fair and equitable, businesses in Carrollton will not argue the issue about paying their part.



Assistant City Manager Grizzard stated it was too late this year to address the problem for the 2015 BOT billing and collection cycle, but it could be resolved prior to the 2016 BOT cycle. Assistant City Manager Grizzard stated that the issue would come back to the Mayor and Council with changes proposed to the BOT Ordinance. Assistant City Manager Grizzard advised that it would take some time and effort to clean up the BOT Ordinance, but it would be done fairly.

3. West Georgia Regional Library Rehab and Funding Level

Councilmember Patterson introduced Library Director Roni Tewksbury and informed everyone he had invited Ms. Tewksbury to give an update on the progress made on the Library Board's plans in regards to renovations, and expansions of the West Georgia Regional Library.

Ms. Tewksbury stated the Library Board had renovation plans for the existing library with an estimated construction cost of 3.7 million dollars. Ms. Tewksbury advised that before the Library Board goes to the State to request funding, the State will want to know how much the City of Carrollton and Carroll County will contribute towards the 3.7 million dollar project.

Ms. Tewksbury advised that she has met with Senator Dugan, who will approach the State on the Library's behalf. Ms. Tewksbury stated again that she will need to get a commitment from the City and County on the funding each could contribute to the project. City Manager Coleman inquired to the renovation plans and requested Ms. Tewksbury to meet with him to share the renovation plans and discuss what the Library needs and wants from the City.

4. Project Updates from Sewer, Water and Streets (Re-Stripping Newnan Street, etc.)

Assistant City Manager shared photographs of projects in process.

The **Lakeshore Recreation Center Renovation** is progressing well. Assistant City Manager Grizzard advised that the prision work crews and the work crew guard are doing a great job on the project. The project anticipation completion date is in September 2015 and under budget.

The **Public Safety Evidence Building** construction bids were opened in December. The apparent low bidder is not recommended for consideration due to lack of licensure the City wanted on the project. The 2nd low bidder being Latimer Hughes Construction. The matter will go before the Mayor and Council at the March meeting for awarding the bid on the project.

Paving

- Newnan Rd
- Kingsbridge Rd
- Austin Ave
- Oak Mt. Park

Total Cost: $694,110.16

Assistant City Manager Grizzard advised that the weather had caused delays in completing **paving projects**. Assitant City Manager Grizzard noted that the City would need to spend $94,000 for sidewalks from Bristol Lakes to Carrollton City Schools.

Assistant City Manager Grizzard reported that the **Newnan/Bankhead Intersection** which was initally projected to end in December, will be stretched out to April to inlude reducing that portion of Bankhead from a four (4) lane to three (3) lanes.

Sidewalk

Spent $441,526.50 to date on Sidewalk repairs in the City

Newnan / Bankhead Intersection

Assistant City Manager Grizzard reported receiving several positive comments about the **sidewalk** repairs and improvements.

Assistant City Manager Grizzard reported the **Perry/Sims Street** Water and Sewer improvement project had had some major waterline issues. The project is now at 98% completion.

Perry Sims

Project began on 11/21/2014

Bid Amount $357,924.94

Project is 98% complete

*Last 2% is Project Cleanup

Pavement Replacement is not part of the contract.

Pavement repair is subject to favorable weather conditions

Assistant City Manager Grizzard reported on the **Martin Cemetery Road lift station** which picks up the sanitary sewer from the entire south side of the City. The City has experienced numerous issues with the lift station pumps for several years.

Assistant City Manager Grizzard introduced City Project Engineer, Randy Williams and reported that Randy was instrumental in resolving the lift station pump issues and saving the City money, and man hours.

Martin Cemetery Road

Martin Cemetery Road

Martin Cemetery Road

Assistant City Manager Grizzard advised plans are underway to upgrade the **Trident Seafood Lift Station** building

COMMENTS
Councilmember Patterson inquired to the latest on the Greenbelt. Assistant City Manager Grizzard advised that right now the goal is to just finish the loop. Councilmember Patterson stated that he would like to see an estimate for the by-pass area Greenbelt spur.

Unknown citizen thanked the City for the Greenbelt but stated there wee safey issues where the Greenbelt crosses the Ben Scott Boulevard and crosses Highway 61. Requested measures be taken to educate everyone.

Unknown citizen advised the underpass portion on Hays Mill Road of the Greenbelt becomes slick with mud after rainy weather.

ADJOURN
There being no other items to discuss, the Work Session was closed at 5:50 p.m.