

**CITY OF BERKELEY LAKE
COUNCIL MEETING & PUBLIC HEARINGS
4040 SOUTH BERKELEY LAKE ROAD
BERKELEY LAKE, GEORGIA 30096
FULL MINUTES
NOVEMBER 15, 2018**

ATTENDANCE

Mayor: Lois Salter

Council Members: Scott Lee, Chip McDaniel, Bob Smith, Rebecca Spitler

City Officials: Tom Rozier – City Administrator, Pat Chapman – Deputy City Administrator, Amy Cowan – Deputy City Attorney

Members of the Public: 2

Members of the Press: 0

WORK SESSION

The mayor and council reviewed the meeting agenda and materials with staff.

CALL TO ORDER

Salter called the meeting to order at 8:02 PM at 4040 South Berkeley Lake Road. A quorum of council members was in attendance.

AGENDA

Salter solicited motions regarding the agenda.

Smith made a motion to accept the agenda as submitted. McDaniel seconded the motion. All council members were in favor and the motion passed.

PUBLIC HEARINGS

- a) Comprehensive Plan Update

Salter introduced Jared Lombard from the Atlanta Regional Commission who briefly outlined the next steps in the plan update process. Salter then solicited comments from the public. There were no comments.

- b) Increase in Administrative Fee component of Occupational Tax from \$42 to \$52 and use of additional revenue expected to be collected in 2019 for Occupation Tax Certificate issuance costs

Salter solicited comments from the public. There were no comments.

CONSENT AGENDA

Salter noted the following as items on the consent agenda and solicited a motion:

- a) Council Meeting Minutes: October 18, 2018
- b) Operations Activity Report: October 2018
- c) Financial Reports, Unaudited: September 2018
- d) 2018 Audit Engagement – J. Terry Gordon and Company

Lee made a motion to approve all items on the consent agenda. Spitler seconded the motion. All were in favor and the motion passed.

OLD BUSINESS

- a) O-210-18 Budget for 2019

Rozier: O-210-18 is the proposed budget for 2019. The measure as presented anticipates no increase in the real property tax millage rate for 2019 over the rollback rate for 2018. It was introduced in September and advertised in accordance with state law and local ordinances. The citizen finance committee has reviewed and approved it. A public hearing was held on October 18th and it is available for consideration of adoption tonight.

Spitler made a motion to adopt O-210-18, an ordinance to establish the budget for the year 2019, to repeal conflicting ordinances, to provide for an effective date and for other purposes. McDaniel seconded the motion. All were in favor and the motion passed.

NEW BUSINESS

- a) R-02-18: Adopt Schedule of Fees effective January 1, 2019

Chapman: R-02-18 is a resolution to adopt an amended schedule of fees. The City of Berkeley Lake utilizes a standard schedule of fees collected to defray the cost of certain services, permits and licenses provided or issued. Staff has undertaken a review of the city's current schedule of fees and found that adjustments are warranted. Tonight, I am asking to the Mayor and Council members to adopt R-02-18 effective January 1, 2019.

Salter solicited a motion regarding the proposal.

Lee made a motion to adopt the R-02-18 Schedule of Fees effective January 1, 2019. McDaniel seconded the motion. All were in favor and the motion passed.

b) Appointment of Robert Adderly to the position of City Marshal

Salter: We've been talking for some time about the impending retirement of our city marshal, Gene Rodgers. We will all miss Gene, but we're pleased to have his current deputy, Robert Adderly who has done a good job for us. I'm proposing the appointment tonight of Robert Adderly to the position of City Marshal effective immediately.

McDaniel made a motion to appoint Robert Adderly to the position of City Marshal effective immediately. Smith seconded the motion. All were in favor and the motion passed.

PUBLIC COMMENTS

There were no comments.

ADJOURNMENT

There being no further business to discuss, Lee moved to adjourn. Spitler seconded the motion. All were in favor and the motion passed.

Salter adjourned the meeting at 8:12 PM.

Submitted by:

Tom Rozier, City Clerk