



June 25, 2013 **CITY OF MORROW, GEORGIA** **7:30 pm**
Regular Meeting

CALL TO ORDER: Mayor Burke
PLEDGE OF ALLEGIANCE: All
INVOCATION: Mayor Burke

1. **ROLL CALL**

2. **APPROVAL OF MEETING AGENDA:**

3. **CONSENT AGENDA:**

1. Approval of the June 11, 2013 Regular Council Meeting Minutes.
2. Approval of Hecht Walker invoice #5507 dated June 5, 2013 for the period May, 2013 in the amount of \$7,361.00.

4. **REPORTS AND PRESENTATIONS:**

1. Financial Update – Dan Defnall

5. 1. **PUBLIC HEARING on Annual Budget for Fiscal Year 2014**

An Ordinance entitled an Ordinance to amend the Code of Ordinances of the City of Morrow, Georgia, as it pertains to the recommendation, approval, and adoption of an Annual Budget for the Fiscal Year 2014, beginning July 1, 2013 and ending June 30 2014; to allocate Revenues and Expenditures for that period for the operation and enhancement of the various services delivered by the City to its citizens; for the health and well-being of the residents and businesses of the City of Morrow; and for other purposes. *(Presented by Jeff Eady, City Manager)*

2. **PUBLIC HEARING on a Variance Request from Crown Communities, Inc.**

A Public Hearing on a Variance Request by Crown Communities, Inc. The applicant, Crown Communities, Inc., requests a variance from *Section 905A RS-80* which outlines allowable building materials for single-family residential dwelling units within the RS-80 zoning district. The applicant is requesting to allow additional building materials: cement fiberboard siding, with vinyl accents allowed only in soffits, gables, eaves, fascia board, and shutters, which are currently not allowed by City Code. The subject property is zoned RS-80 and located on the south side of Old Rex Morrow Road, south of Trammell Road, Morrow, GA 30260, also known as the Brookwood Estates Subdivision. *(Presented by Brecca Johnson, Senior Planner)*

6. **FIRST PRESENTATION:** None

7. **PUBLIC COMMENT – AGENDA ITEMS:**

Public comment during this part of the meeting is limited only to discussion of items which will appear on tonight's Agenda. Please fill out a comment card on any agenda item(s) you wish to make comment and turn it into the City Clerk as you come up to speak. Comment cards and pens are available at the back of the Council Chambers for your use.

8. **NEW BUSINESS:**

1. Approval or Denial of a Variance Request by Crown Communities, Inc. from Section 905A RS-80 which outlines allowable building materials for single-family residential dwelling units within the RS-80 zoning district. The applicant is requesting to allow additional building materials: cement fiberboard siding, with vinyl accents allowed only in soffits, gables, eaves, fascia board, and shutters, which are currently not allowed by City Code. The subject property is zoned RS-80 and located on the south side of Old Rex Morrow Road, south of Trammell Road, Morrow, GA 30260, also known as the Brookwood Estates Subdivision. *(Presented by Brecca Johnson, Senior Planner)*
2. Approval of a Resolution of the City of Morrow to Amend the Personnel Rules and Regulations of the City of Morrow with regards to Conditions of Employment; To repeal conflicting provisions; To establish an effective date; and for other purposes. *(Presented by Jeff Eady, City Manager)*

9. **EXECUTIVE SESSION** – (To discuss real estate transactions on the Chevron Site)

10. **NEW BUSINESS - continued:**

2. Approval of a Purchase and Sales Agreement (PSA) from Ant Savings regarding the Chevron site property located at 6459 Jonesboro Road, Morrow, GA (Parcel ID: 12114C A006 and 12114C A001).
(Presented by Greg Hecht, City Attorney)

11. **OLD BUSINESS:**

1. An Ordinance entitled an Ordinance to amend the Code of Ordinances of the City of Morrow, Georgia, as it pertains to the recommendation, approval, and adoption of an Annual Budget for the Fiscal Year 2014, beginning July 1, 2013 and ending June 30 2014; to allocate Revenues and Expenditures for that period for the operation and enhancement of the various services delivered by the City to its citizens; for the health and well-being of the residents and businesses of the City of Morrow; and for other purposes. *(Presented by Jeff Eady, City Manager)*

12. **GENERAL COMMENTS:**

General comments are for any items that did not appear on tonight's agenda. Please fill out a comment card on any general items(s) you wish to make comment and turn it into the City Clerk as you come up to speak. Comment cards and pens are available at the back of the Council Chambers for your use.

13. **ADJOURNMENT:**

AN ORDINANCE ENTITLED AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF MORROW, GEORGIA, AS IT PERTAINS TO THE RECOMMENDATION, APPROVAL, AND ADOPTION OF AN ANNUAL BUDGET FOR THE FISCAL YEAR 2013-2014, BEGINNING JULY 1, 2013 AND ENDING JUNE 30, 2014; TO ALLOCATE REVENUES AND EXPENDITURES FOR THAT PERIOD FOR THE OPERATION AND ENHANCEMENT OF THE VARIOUS SERVICES DELIVERED BY THE CITY TO ITS CITIZENS; FOR THE HEALTH AND WELL-BEING OF THE RESIDENTS AND BUSINESSES OF THE CITY OF MORROW; AND FOR OTHER PURPOSES.

Section I: Adoption

Be it Ordained and enacted by the Mayor and Council of the City of Morrow, Georgia, that the following Annual Budget for the City is hereby adopted by said Mayor and Council and shall be in full force and effect on July 1, 2013.

Section II: Operating Budget

The Operating Budget for the City of Morrow, Georgia for Fiscal Year 2013-2014 (FY 2013-2014) shall be adopted as follows:

Revenues (Including Reserves):	\$13,945,691
Expenditures	\$13,945,691

Section III: Budget Administration

The Morrow City Manager is hereby authorized and directed to execute the approved Budget for Fiscal Year 2013-2014 as funds become available, in compliance with the provisions of Ordinance 2010-16 dated February 9, 2010 (the City's Purchasing Policy).

Section IV: Repealer and Enactment

All ordinances or parts of ordinances in conflict herewith are hereby repealed and shall be of no further force or effect from the date of enactment of this Ordinance on this the 25th day of June 2013.

Section V: Enactment Date

This Ordinance is hereby enacted and shall be of full force and effect on July 1, 2013.

JB Burke, Mayor

ATTEST:

Evyonne Browning, City Clerk
(Seal)

FIRST READING: June 11, 2013
SECOND READING: June 25, 2013

PUBLIC HEARING NOTICE

Variance Request

DATE: Tuesday, June 25, 2013, 7:30 P.M.

LOCATION: Morrow City Hall, 1500 Morrow Road, Morrow, GA 30260

Notice is hereby given that the Morrow City Council will hold a Public Hearing on Tuesday, June 25, 2013, at 7:30 p.m. The purpose of this hearing is for a Variance Request. The applicant, Crown Communities, Inc., requests a variance from *Section 905A RS-80* which outlines allowable building materials for single-family residential dwelling units within the RS-80 zoning district. The applicant is requesting to allow additional building materials: cement fiberboard siding, with vinyl accents allowed only in soffits, gables, eaves, fascia board, and shutters, which are currently not allowed by City Code. The subject property is zoned RS-80 and located on the south side of Old Rex Morrow Road, south of Trammell Road, Morrow, GA 30260, also known as the Brookwood Estates Subdivision. **This item was denied by the Planning+Zoning Board on May 21, 2013.**

A RESOLUTION OF THE CITY OF MORROW TO AMEND THE PERSONNEL RULES AND REGULATIONS OF THE CITY OF MORROW WITH REGARDS TO CONDITIONS OF EMPLOYMENT; TO REPEAL CONFLICTING PROVISIONS; TO ESTABLISH AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

WHEREAS, the City of Morrow amended the Personnel Rules and Regulations by Resolution and made effective February 28, 2012, which contains provisions regulating the conditions of employment, and

WHEREAS, the Mayor and Council believes that it is necessary and desirable to amend the existing provisions contained in the following Policies of the Personnel Rules and Regulations:

1. **Policy 1.02 - Applicability**

Section II – Procedure to be amended to read:

- A. Full-time (regular or probationary) employees are employed in positions which are utilized on a continuing, year round basis and who are employed for **30 hours average or more** worked generally on a 40 hours per week schedule, or a comparable work [week] for Public Safety employees.
- B. Part-time (regular or probationary) employees, (excluding Fire shift, 24/48, employees), are employed in positions which are utilized in a continuing, year round basis and who are employed for **29** hours or less per week **average**. Fire Department part-time (regular or probationary) shift (24/48) employees are employed on a continuing year round basis of 48 hours or less per week **or as allowed by law**.

2. **Policy 3.02 – Employee Grievance and Appeal Procedure**

Section II. PROCEDURE: All regular (full-time and part-time) employees may proceed with a grievance or problem according to the following:

A. Informal Procedure:

- 1. An employee should first discuss any problem or grievance with his immediate supervisor. It is one of the supervisor's responsibilities to settle any grievance of his employees if possible and reasonable.
- 2. If, after discussion with the immediate supervisor, the grievance is not settled, the employee may present the grievance to the Department Head.
- 3. **If after discussion with the Department Head, the issue is not settled, the employee may informally and orally present the problem to the City Manager.**

All appointments for this informal meeting should be made through the Department Management.

3. **Policy 6.01 – Sick Pay**

Section VI. PROCEDURE:

H. Eligible employees may ~~carryover accrue~~ up to 480 hours of sick time between calendar years. Fire shift employees (24/48 shift) may carryover 636 hours between calendar years. Police Shift employees may carryover 513 hours between calendar years.

4. **Policy 6.02 – Vacations**

Section II. Procedures

F. Employees may ~~carryover accumulate between years~~ a maximum ~~160 hours of twenty-(20)-days~~ of annual leave before losing leave. Such accumulation may be carried forward into the next calendar year, each year until retirement or separation. Excess leave above ~~160 hours twenty-(20)-days~~ at the end of a calendar year is lost if not taken.

H. Vacations must be scheduled as far in advance as possible and must be approved by the employee's supervisor and authorized by the appropriate Department Head. Employees who exhaust accrued vacation time prior to previously approved time off must seek approval for leave without pay to take the approved time off.

5. **Policy 6.09 – Military Leave**

Section I. Policy

Employees who are members of a military reserve or National Guard Unit will receive 18 days of paid military leave per year (~~Federal fiscal year – October 1 – September 30~~) to participate in ordered military duty. At the discretion of the City Council, supplemental pay may be paid to the employee after the period of paid military leave has been exhausted.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the City of Morrow, Georgia that these amendments to the Personnel Rules and Regulations shall be in full force and effect July 1, 2013.

SO RESOLVED this 25th day of June, 2013

Attest:

JB Burke, Mayor

Evyonne Browning, City Clerk
(Seal)