



EXPERIENCE WOODSTOCK
HER HERITAGE, HER VISION

Work Session of the Mayor and Council
City of Woodstock, GA
The Chambers at City Center - 8534 Main Street
770 592-6000 (Main) 770 592-6002 (City Clerk) 770 926-1375 (Fax)
<http://www.woodstockga.gov>

~ MINUTES ~

Monday, April 17, 2017

**Work Session of the Mayor and Council
7:00 PM**

ITEM 1. MEETING CALLED TO ORDER

7:00 PM Meeting called to order on April 17, 2017 at The Chambers at City Center, 8534 Main Street, Woodstock, GA.

Attendee Name	Title	Status	Arrived
Donnie Henriques	Mayor	Present	
Warren Johnson	Council Member - Ward 1	Present	
Bob Mueller	Council Member - Ward 3	Absent	
Bud Leonard	Council Member - Ward 5	Present	
Rob Usher	Council Member - Ward 6	Present	
David Potts	Council Member Ward 2	Present	
Tracy Collins	Council Member Ward 4	Present	
Jeff Moon	City Manager	Present	
Rhonda Pezzello	City Clerk	Present	
Preston Pooser	Parks & Recreation Director	Present	
Kevan Erb	System Administrator	Present	
David Soumas	Fire Chief	Present	
Brittany Duncan	Admin Asst II	Present	
Pat Flood	Public Works Director	Present	
Robert Porche	CFO	Present	
Jimmy Eley	Asst Fire Chief	Present	
Calvin Moss	Police Chief	Present	
Cassandra Henry	Deputy City Clerk	Present	

ITEM 2. RECOGNITION OF GUESTS AND VISITORS

ITEM 3. APPOINTMENTS/OATH OF OFFICE

ITEM 4. ANNOUNCEMENTS/INFORMATIONAL ITEMS/PROJECT UPDATES

1. Announcements for April 17, 2017

This week is Earth Week! Woodstock will celebrate Earth Week with the following events:

Special Trash Pick-up by Waste Management all week. On your normal trash day, leave appliances, furniture, yard trimmings, etc. out and Waste Management will pick it up. No

construction debris or hazardous wastes. For a complete list of items permitted, please visit our website.

Saturday, April 22 - Greenstock Day

Recycle Event 9 am - 1 pm Woodstock Elementary School - 230 Rope Mill Rd.

Friday, April 21-April 23 - City-wide Yard Sale

Residents are encouraged, city-wide, to hold yard sales! Please put up individual street signs for days, hours, and directions. Be sure to remove the signs immediately after your sale. Reuse them next year!

Friday, April 21

March for Babies fundraiser at Stars and Strikes, 3pm-9pm. Be sure to ask for the \$10 arcade special. This includes a 2 hour UNLIMITED gaming card with unlimited bumper cards, laser tag, and laser maze. 10% of proceeds from this night will benefit City of Woodstock's March for Babies team.

Georgia Cities Week is April 22-April 29!

Sunday, April 23 - Taste & Sound of Woodstock

Hosted by Main Street Woodstock, 11a.m. - 6p.m. at Northside Hospital-Cherokee Amphitheater. Visit <http://www.tastesoundwoodstock.com/> for more information

Monday, April 24 - Towne Hall Meeting & Greet

Come to the Chambers at City Center, beginning at 6 pm, prior to the start of the Mayor and Council Meeting at 7 pm, to meet your elected officials and City staff. Representatives from each Department will be in attendance to answer any questions you may have!

Friday, April 28 - March of Dimes 'March for Babies' event

We are still looking for residents, businesses, families, friends, visitors, and staff of Woodstock to join the "City of Woodstock" Team in this year's *March for Babies*. Cherokee County's *March for Babies* will take place at Etowah River Park. Please visit <https://www.marchforbabies.org/team/t2754499> to join our team or to donate!

Saturday, April 29 - Woodstock's Touch a Truck

Join our Fire, Police, and Public Works Departments, from 11 am - 1 pm on E. Main Street in downtown Woodstock, as they will have their vehicles and equipment on display for all to check out!

Weeklong Activities:

Woodstock Restaurant Week.

Sample dishes from participating restaurants and plan the can't miss dining experiences around town April 23-29!

"Where in Woodstock" Facebook Challenge

Follow us on Facebook at @WOODSTOCKGOVT. City Staff will post pictures of various locations throughout Woodstock. Followers are encouraged to guess the correct location to win prizes.

COMMENTS - Current Meeting:

Read aloud by Mayor Pro-tem/Council Member Usher.

ITEM 5. PRE-REPORT (Staff request direction and guidance from Council prior to preparing analysis and reports or moving forward with project.)

ITEM 6. Briefing (Mayor and Council briefing on major issues, upcoming opportunities and operational matters,)

1. Municipal Election Marketing Plan Presented by PIO

COMMENTS - Current Meeting:

Brittany Duncan, Public Information Officer presented the plan for marketing the Woodstock Municipal Election in 2017.

OBJECTIVE:

To educate and inform citizens of Woodstock on voting options in an effort to increase voter turnout for municipal elections.

EDUCATIONAL MESSAGES:

City of Woodstock general election will be held on Tuesday, November 7, 2017, 7:00a.m. - 7:00p.m. at the Woodstock Public Library located at 7735 Main Street in Woodstock.

Encourage and Promote early voting

-21 days prior to election (mail in or in person at Canton office)

Encourage and Promote advance voting

-The week before (October 30-November 3)

TIMELINE:

First week of September

Social media marketing campaign

September's Towne Hall News

Last week of September

Social media marketing

Flyer in water bills

First week of October

Social media marketing

October's Towne Hall News

Flyer in water bills

Annual newsletter

Newspaper ad

Information sent to HOA's and disseminated to residents as appropriate

Posters at apartment complexes and senior living communities as well as disseminated via community newsletter

Third week of October

Message boards utilized (placement TBD) to promote advanced voting

Sunday, November 5

Message boards changed to promote municipal election on November 7

2. Water Wells Schedule Update

COMMENTS - Current Meeting:

Pat Flood, Public Works Director reported that the Water Wells Project is underway with Lakeshore Engineering. Water wells should be operational in August and be fully online in September, 2017.

The Fowler Street traffic light will come online on Tuesday, April 25, 2017.

The crosswalk at Fowler Street will be part of the Streetscapes project.

ITEM 7. DRAFT REPORTS (Staff presents draft report prior to formal presentation to Council for action)

1. Discuss RFP 2017 - 07 - Food and Beverage Sales at Amphitheater

The City released RFP 2017-07 requesting proposals for Food and Beverage Sales at the Amphitheater. There was one (1) proposal received. The bidder was Premier Events. The bidder's proposal is attached as well as the RFP that was released. Seeking to discuss rfp and bidder's proposal with Council.

COMMENTS - Current Meeting:

Preston Pooser, Parks and Recreation Director presented the low bidder to Council for the amphitheater food and beverage sales for the 2017. They are asking to be allowed to sell beer and wine.

Summer Concert Series. The low bidder was Rob Frazier with Premier Events. This is the same company that hosted the Art/Wine Festivals in the past. They work with KSU and handle half the festivals in Atlanta.

Council Member Potts asked about the thought process for additional bathrooms. The City Manager stated Council could make this a SPLOST project in the future. Preston stated he would like to expand his current office space above the park to make a concession area and bathrooms.

Revenue from concession, and food beverage sales will help pay for construction and cost for concerts. We currently use Hotel/Motel Tax money that could be better used to pay for parking needs per the City Manager.

Having a company handle the food and beverages sales/vendors is going to free up time of our staff to handle other matters that come up when you have 10,000 people coming to see a concert - like the matter of not allowing tarps on the grass because it kills it.

There will be a family fun zone where alcohol will not be allowed. Mayor wants our officers to enforce this. The size of the area will be determined by the type of concert we have and will also be trail and error.

In ten years, the City Manager reported he has only had three alcohol related issues at the concerts and zero complaints from attendees. The biggest complaint staff receives is smoking.

The City Manager, Jeff Moon, asked Council to email any questions they have to himself or Preston and they will forward to Mr. Frazier. Mr. Frazier will be at the April 24th meeting to address those question. Council will be asked to vote on this matter that night.

ITEM 8. EXECUTIVE SESSION - Personnel, Litigation, Real Estate

Council adjourned into executive session to discuss personnel, litigation and real estate.

ITEM 9. FINAL ADJOURNMENT

Council adjourned.

As approved this 24th day of April, 2017.



Donnie Henriques, Mayor



Rhonda Pezzello, City Clerk

