

**COMMITTEE ON COUNCIL  
MINUTES  
JANUARY 22, 2009**

The Regularly Scheduled Meeting of the Committee on Council was re-scheduled due to the Martin Luther King, Jr. Holiday on January 19, 2009 and the Barak Obama Presidential Inauguration on January 20, 2009.

The re-scheduled meeting of the Committee on Council Convened at 11:30 a.m. on Thursday, January 22, 2009 in Committee Room #2.

**The Following Committee Members were Present**

**The Honorable Felicia A. Moore, Chair  
The Honorable Natalyn Archibong  
The Honorable Anne Fauver  
The Honorable Jim Maddox  
The Honorable Mary Norwood, Vice-Chair  
The Honorable Cleta Winslow**

Others in attendance were Rhonda Johnson, Municipal Clerk; Saul Schultz, Law Department; General Public, Members of the Press, and Council Staff.

**A. ADOPTION OF AGENDA**

*The Agenda was Adopted without objection.*

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**B. APPROVAL OF MINUTES**

*The Minutes for the January 5, 2009 Committee on Council Meeting were APPROVED without objection.*

**C. ADOPTION OF FULL COUNCIL AGENDA**

*The Full Council Agenda for January 22, 2009 was ACCEPTED without objection. This meeting was also re-scheduled due to the Martin Luther King, Jr. Holiday and the Barak Obama Presidential Inauguration.*

2009 Municipal Election Update

Rhonda Johnson, Municipal Clerk, was asked to come before the Committee with an update of the processes leading up to the 2009 Municipal Election. She announced that the Qualifying Dates for the 2009 Municipal Election have been advertised per State Law requirements (Ad attached). She also stated the date for a Run-off Election, if needed would be December 1, 2009. She informed the Committee that Fulton County will operate the three standard Early Voting locations, those being the North and South and Downtown Offices, and that municipalities wanting to have additional locations should let Fulton County know because there would be an additional fee. She stated that Dekalb County had not replied to her inquiries as to whether or not they would operate an early voting location, but that if so, they would probably use the same location from the last election, their Memorial Drive Office. She informed the Committee that she has spoken with the Chief Financial Officer concerning the availability of funds to cover the cost of the election and that the funds are available. She has also asked Fulton County for an estimate of the cost for the election.

Approval of 2009 Goals and Objectives of the Committee on Council

Chairperson Moore brought forward the 2009 Goals and Objectives for the Committee on Council. She asked the Committee to review the new goals added for 2009 and the goals that are a continuation of the 2008 Goals and Objectives. For the record, she read the 2009 Goals and Objectives as listed here: (1) Create Rules of Council document; (2) Consider how certain administrative operations are handled, including but not limited to: (a) Daily operations (i.e., front desk coverage, mail distribution, visitor admittance, committee, work session and meeting space scheduling, meeting notices, accounts payable and invoicing issues, etc.) (b) Council Office maintenance and adaptive re-use (i.e., replace common area furniture as needed, replacement of carpet, etc.) (c) Electronic Legislative Management System, office space renovations for Clerks Office and Council; (3) Evaluation of shared Council staffs' duties and responsibilities, development job descriptions and development of an organizational chart; (4) Evaluation of Director of Council and Municipal Clerk; (5) Training for Council Aides; (6) Revisit Council spending policies and (7) Prepare agenda and materials for mandatory training for Elected officials required by Section 2-301(c) of the City Charter. Chairperson Moore asked the Committee members if there were other goals and objectives to be added, hearing none, they were approved. A copy of these goals and objectives are on file with these minutes.

**D. COMMUNICATION**

- 09-C-0005 ( 1) A Communication to Council President Lisa M. Borders by Clerk Mark Massey to the Fulton County Board of Commissioners: **as Amended by Committee on Council submitting** the Fulton County Board of Commissioners' reappointments of **Ms. Portia A. Scott** (At-Large Position 8), and **Mr. Eugene H. Bowens** (At-Large Position 10) to serve as the County's Representatives on the BeltLine TAD Advisory Committee, scheduled to begin on the date of Council confirmation. **(Forwarded with no recommendation by Community Development/Human Resources 1/13/09 for Mr. Beasley.)**  
**(Favorable by Community Development/Human Resources 1/13/09 as to Ms. Scott and Mr. Bowens.)**  
**(Favorable as amended by Committee on Council 1/22/09 as to Ms. Scott and Mr. Bowen.)**

**FAVORABLE AS AMENDED**

**E. PAPER HELD IN COMMITTEE**

- 07-O-1340 ( 1) An Ordinance by Councilmembers Jim Maddox, Kwanza Hall, Joyce Sheperd, Howard Shook, Anne Fauver, Ceasar Mitchell, Lamar Willis, Ivory Young, Jr., C. T. Martin, Carla Smith and Clair Muller to amend the Rules for the Conduct of Business of the Atlanta City Council so as to create a new policy for the receipt of legislation prepared by the Executive Branch. **(Held 7/2/07 for further review and discussion.)**

Approved  
1/28/09

Wys Dny:

**MEMORANDUM**

**TO: Members of Committee on Council**

**FROM: Councilmember Felicia A. Moore, Chair**

**RE: Proposed 2009 Goals and Objectives of the Committee on Council**

- (1) Create Rules of Council document (continuation).
- (2) Consider how certain administrative operations are handled, including, but not limited to:
  - (a) Daily operations (i.e., front desk coverage, mail distribution, visitor admittance, committee, work session and meeting space scheduling, meeting notices, accounts payable and invoicing issues, etc.).
  - (b) Council Office maintenance and adaptive re-use (i.e. replace common area furniture as needed, replacement of carpet, etc.).
  - (c) Electronic Legislative Management System, office space renovations for Clerk's Office and Council.
- (3) Evaluation of shared council staff's duties and responsibilities, development of job descriptions and development of an organizational chart.
- (4) Evaluation of Director of Council and Municipal Clerk.
- (5) Training for Council Aides.
- (6) Revisit Council spending policies.
- (7) Prepare agenda and materials for mandatory training for elected officials required by Section 2-301 (c) of the City Charter.

ADJOURNMENT

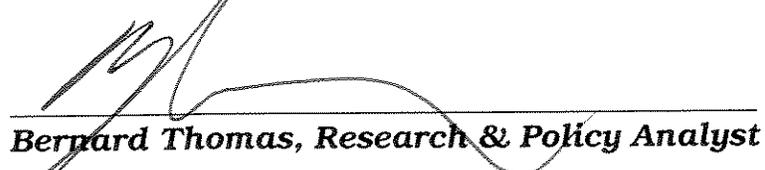
There being no further business before the Committee, the meeting was adjourned at 11:50 a.m.

*Respectfully Submitted:*



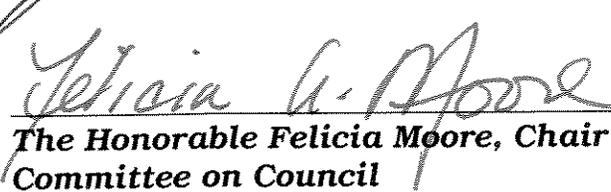
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Wasonna H. Griffin, Legislative Assistant



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Bernard Thomas, Research & Policy Analyst



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The Honorable Felicia Moore, Chair  
Committee on Council