



**WORK SESSION NOTES
MAYOR AND COUNCIL
CITY OF DULUTH, GA
SEPTEMBER 24, 2018**

PRESENT: Mayor Harris, Council members Carden, Jones, Kelkenberg and Whitlock, City Manager, Department Directors, City Attorney

ABSENT: Council member Bomar

5:30 - PM CALL TO ORDER

I. PUBLIC COMMENTS

None.

II. PRESENTATIONS/UPDATES

1. PUBLIC WORKS – DEPARTMENT PRESENTATIONS

Director Audrey Turner and staff gave the annual update on Public Works with a presentation showing the accomplishments of the departments over the past year. They covered LMIG street resurfacing projects, sidewalk repairs, repairs to Woodehaven and street signage. The department held a very successful community clean-up day, performed many tree removals from rights-of-way during storm damage, and spent a lot of time on city lighting issues and automating irrigation systems. Festival Center renovations were performed a "Quonset Hut" was purchased. Public Works also renovated the facility's employee break room and handled the traditional projects such as 911 memorial flags, additions to Santa's sleigh, and continued use of the train for several City events.

2. STORMWATER DIVISION ACCOMPLISHMENTS

Planning Director Bill Aiken presented an overview of all recent accomplishments of the Stormwater Program as well as outlining future challenges. He explained that the City has just finished the fifth year of the Stormwater program. He highlighted the structure of the department, outlined their responsibilities, reported on their outreach efforts, and noted the prevention and repair efforts such as street sweeping, catch basin and pipe repairs. He discussed utilization of technology (CCTV) to assist in inspections and provide a significant cost savings.

Mr. Aiken showed a project map that covered this five year period. There were 140 projects completed at an approximate cost of \$2.4 million dollars. He explained how the projects make it to the "list," with priority scoring, and reported that the current priority list contains 83 projects with an anticipated cost of \$2,497,500. At the current fee structure, it would take more than six (6) years to fund these projects. Mr. Aiken also provided statistics that show Duluth as having one of the lowest annual Stormwater fees in the region.

Council directed Staff to prepare a comparison of Stormwater fees for a potential increase.

III. DISCUSSION ITEMS

1. STATE ROUTE 120 SIDEWALKS (PHASE IIA) – COST SCENARIOS

City Engineer Margie Pozin came forward to present. State Route 120 Sidewalks are part of the approved 2014 SPLOST project list, and through an Intergovernmental Agreement (IGA) with Gwinnett County, the City is paying 19% and the County 81% of the cost to develop and construct this sidewalk. This stretch is proposed to go from Hill Street to George Rogers Ave/DHS. At their last work session, Council was presented with an option to implement a 10' wide sidewalk (trail) rather than a 5' sidewalk. Council requested additional options and costs for implementing a variety of sidewalk widths. Staff will present those findings and Council to confirm preferred option.

After review, Council felt that Duluth HS to Albion Farm Road might be a more logical segment to complete at this time due to the opening of George Rogers Avenue with sidewalks along both sides. There was also mention of trying to connect Carriage Gate/Bridlewood to the downtown via walking access.

Staff was asked to postpone this part of the project temporarily, and obtain cost options for sidewalks to connect the SR120 access to Duluth High School to Albion Farm Road.

2. PINE NEEDLE DRIVE/STATE ROUTE 120 INTERSECTION

City Engineer Margie Pozin reported that, as part of the 2017 SPLOST program and Intergovernmental Agreement (IGA) with Gwinnett County, the intersection of Pine Needle Drive and State Route 120 is proposed to be improved. Staff has engaged the services of Pond and Company to design the improvements and has negotiated a scope and fee at this time.

Per our IGA, Gwinnett County will cover 81% of this cost, and the City will cover 19%. Our 19% share comes to \$33,440. The design fee is \$160,000 plus a 10% contingency of \$16,000 for a total of \$176,000.

Staff was authorized to place a budget amendment on the next Council agenda for consideration to allow the project to move forward into the design phase.

3. GEORGE ROGERS LANDSCAPING PLAN CONCEPT

{A}

City Engineer Margie Pozin summarized the request. She reported that the George Rogers Avenue project has finally closed out with Georgia DOT, allowing the City to move forward with lighting and landscaping opportunities along the corridor. Lighting was previously discussed and determined by Council. For landscaping, Council's prior direction included a plan that was:

- Simple
- Low to no maintenance
- Nothing that will distract from Ascension (artwork in the roundabout)
- Roadside trees are fine as long as the future growth does not obstruct the light from the light poles.
- No trees in the median
- Buffer restoration for McIntyre and Marshman properties required (these are the two properties at the roundabout end of the project). The fine grading along the McIntyre property still needs to be completed.
- No plantings in GDOT right of way – this includes the two corners on the SR 120 end of the project.

Based on this criteria, the designer developed a concept with an associated cost estimate of approximately \$75,000 as shown in the plan. Based on current estimates, the project had a budget of about \$160,000 remaining after construction. \$24,000 will go to the capital cost for lighting; \$3,000 will go to the designer for plan development, leaving approximately \$133,000 remaining.

Upon plan approval, staff can start procurement with the goal of meeting this planting season (October 15, 2018 - March 15, 2019). The project timeline would begin with advertisement on October 5 with anticipated bids due November 2. Bid award is proposed for November 12 council meeting, which would lead to ground breaking in early December and project completion first quarter of 2019.

Staff was authorized to move forward with the procurement plan as presented.

4. BUNTEN ROAD SIDEWALKS

City Engineer Margie Pozin presented the request. The Bunten Road sidewalk project is one of five SPLOST projects in the City's current Intergovernmental Agreement (IGA) with Gwinnett County where the City pays 19% of project costs and the County pays 81%. At the last Council work session, Council requested breaking the project into two phases, such that Phase I could be funded now and Phase II could be funded closer to the end of the SPLOST revenue collection period (or beyond) when it is known for certain that piece is fully funded.

Phase I will include the sidewalk on the west side of Bunten Road from Old Peachtree Road to the Bunten Road Park entrance. Phase II will include the sidewalk on the west side of the road from the Bunten Road Park entrance to Mason Elementary School. In the interim, pedestrians can utilize the existing sidewalk on the east side of the road and the recently installed rapid flashing beacon crosswalks at both the park entrance and the elementary school until sidewalk is available on both sides of the road.

Staff requested approval for this scope change, has already negotiated design fees for each phase, and is requesting funding to cover the design of Phase I only at this time. Design fees for Phase I construction plans are \$140,793. A 10% contingency of \$14,079 is requested, for a total budget of \$154,872. At this time, a budget amendment is needed on the next agenda to move the project forward. Funding for the design phase will include \$29,426 in City SPLOST 2017 and \$125,446 in Gwinnett County SPLOST.

Staff was authorized to place a budget amendment on next Council meeting agenda

5. ORDINANCE TO AMEND THE DULUTH CODE-- CHAPTER 7 -- PEDDLERS

City Clerk Teresa Lynn came forward to explain the request. There has been recent interest for a Peddlers Permit to set up a vending cart in Parsons Alley on an ongoing basis. She explained what the current regulations would allow and asked for Council feedback on what type of activity would be desirable.

City Attorney Stephen Pereira noted that other cities do allow peddling with certain restrictions. City Manager James Riker was concerned with a proliferation of these type of requests and the potential for competition with other businesses who have much greater expenses of brick and mortar establishments. It was explained that current "vending" opportunities only exist in public spaces during city sanctioned events; at this time, the City is not currently regulating any peddling activity on private property.

The City Attorney was directed to draft a proposed amendment to the ordinance for peddler activities citywide for consideration to present October 8th.

IV. MATTERS FROM COUNCIL/CITY MANAGER

1. PROPERTY TRANSFER – GWINNETT COUNTY PUBLIC LIBRARY

{B}

City Manager James Riker came forward to explain the process that will come before Council at the next meeting. As part of the City's Intergovernmental Agreement (IGA) with Gwinnett County, the City will be transferring 1.778 acres of property to Gwinnett County for construction of the new downtown library. Part of the 1.778 acre properties includes a .311 acre portion of Old Peachtree Road. Accordingly, a resolution closing this section of Old Peachtree Road will also be on the next Council agenda. Additionally, there will be an extension of the lease for Big Jim's Landscaping until December 1, 2018 that the County has agreed to honor.

2. DOWNTOWN TEMPORARY PARKING PLAN

{C}

City Manager James Riker explained that, as we approach the commencement of construction on the downtown hotel/parking deck, staff has been developing a temporary parking strategy for impacted businesses. He provided a map detailing the parking strategy for Council discussion and comment, and noted that there would be some City costs in making suitable alternate arrangements for staff parking as well as limiting the impact on downtown businesses, and incorporating added signage for this purpose.

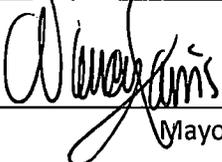
3. ALCOHOL VIOLATIONS

City Clerk Teresa Lynn reported that there have been several alcohol violations recently which will result in suspensions of licenses and/or permits.

V. ADJOURNMENT

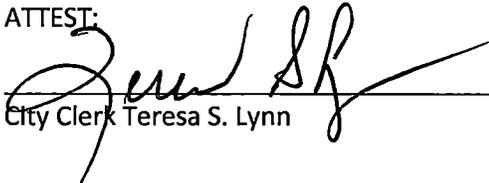
KM 9/26/18

Approved this 8 day of October, 2018.



Mayor Nancy Harris

ATTEST:



City Clerk Teresa S. Lynn