



**WORK SESSION NOTES
MAYOR AND COUNCIL
CITY OF DULUTH, GA
NOVEMBER 26, 2018**

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

ABSENT: Councilmember Jones

Mayor Harris called the work session to order at 5:30pm, and noted an additional item to the agenda by adding "Spirit Award" nominations.

I. PUBLIC COMMENTS

No comments were received.

II. DISCUSSION ITEMS

1. "MELODY LANE" AT WP JONES PARK

Deputy City Clerk and Duluth Public Art Commission (DPAC) liaison Kris McGregor along with Chair of DPAC Ashley Lynch came forward and reported, that the annual Duluth Public Art Commission (DPAC) financial/project update presented to Council on August 27, DPAC proposed an interactive musical instrument project for the upcoming year.

DPAC approved the project at their meeting on October 10. The Parks and Recreation Advisory Board reviewed the request on October 10 as well, and recommended installation at WP Jones Park. Parks staff also included this project in their annual department update to Council on October 22. The selected vendor was asked to quote for professional installation as well. At this time, DPAC is requesting Council authorization to locate this permanent installation in an approximate 12'x12' area of WP Jones Park as shown on attachment "A", as well as a waiver of any necessary permit fees.

Also noted, the funds for this project approximately \$17,700 is budgeted through Public Art Acquisition Funding (PAAF).

Council authorized staff to place this item on the next Consent Agenda for authorization.

III. PRESENTATIONS/UPDATES

1. MUNICIPAL COURT UPDATE

Municipal Court Judge Charles Barrett presented an overview regarding court operations and accomplishments. He introduced Johnny Prescott from Southeast Corrections who spoke on the probation system and its operations. He discussed his company's services to the municipal court, and outlined some of the legal changes in the probation system that occurred over the last few years.

Judge Barrett pointed out the increase in the number of cases that the court has adjudicated since the first of this year. He stated that court has adjudicated 13,563 citations between January 1st and October 31st of this year.

2. BUSINESS OFFICE UPDATE

The City Clerk presented an overview of the structure of the department, outlining goals and responsibilities as well as summarizing each department present and future challenges. She introduced key staff who oversee the day-to-day operations of their individual areas of responsibilities and highlighted each department accomplishments.

3. DULUTH COMMUNITY AGENDA UPDATE

Planning Director Bill Aiken provided a presentation on the next steps for updating the Community Agenda (Comprehensive Plan – “Forward Duluth”). He explained that staff is still working to incorporate additional elements, such as an annexation section. He asked the Council to review and if they had any comments to send them and he will make sure they are incorporate them into the document before it goes to Council on December 10, 2018.

The remaining is schedule is posted below:

- 12/10/2018 – Public Advertisement for comments, 30 days
- 1/10/2019 – Close Public Comment period
- 1/21/2019 – Steering Committee meeting
- 2/4/2019 – Planning Commission public hearing for approval
- 2/12/2019 – City Council public hearing for approval
- 2/13/2019 – Send to ARC and DCA for approval

Councilmember Bomar requested and it was agreed upon by all, to extend the public comments period by an additional week until 1/17/19 to accommodate for the upcoming holidays.

4. SPIRIT AWARD NOMINATIONS

Mayor Harris discussed with Council the process for presentation of the nominees for this year’s Spirit Awards, which are presented at the State of the City address in January.

5. MUNICIPAL BOUNDARY ANNEXATION DISCUSSION

Staff gave a presentation detailing benefits and challenges regarding expansion of the city limits in the key areas that were identified several years ago as well as other areas that have been studied more recently.

Council directed staff to work with Brooks Coleman on the community approach, to prepare a budget amendment for adding two Code Enforcement officers, and to revise the annexation map to renumber according to priority and develop a long-term strategy for the target areas discussed.

IV. MATTERS FROM COUNCIL

1. Councilmember Carden reminded Council of the Gwinnett County 200th birthday events for December 15th
2. Councilmember Carden invited everyone to attend the Youth Leadership “Strap” ceremony Saturday, December 1st at Bunten Park
3. Discussion on the Moxie awards schedule, which is from 10-1 on 11/27/18 and staff would attend 12-1pm

4. Councilmember Kelkenberg and Carden to work with staff in preparing a Legislative Breakfast for a date in January 2019.
5. Community Chat with the Mayor and Council will be held in Duluth City Hall, Saturday December 1st 4-5- p.m. followed by the annual Tree Lightning on the Town Green.

V. ADJOURNMENT

Being no further business, Mayor Harris adjourned the work session at 7:45 p.m.

The next scheduled meeting of the Mayor and Council is December 10, 2018 at 7:00 p.m. in the Council chambers.