



**WORK SESSION NOTES
MAYOR AND COUNCIL
CITY OF DULUTH, GA
MARCH 25, 2019**

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

5:30 - PM CALL TO ORDER

I. PUBLIC COMMENTS

A resident came forward to report that the noise from fireworks has been excessive behind Ninja Fireworks on Buford Highway. He said it has been an ongoing issue for quite some time. {A}

Licensed professional counselor Jennifer Perry came forward and explained that she works with Veteran's and PTSD sufferers. She is an advocate and voice for them, and also had serious complaints regarding fireworks in our area and how the unregulated use of them negatively impacts this demographic specifically.

Staff was directed to investigate and report back to Council.

II. PRESENTATIONS/UPDATES

1. 2019 CITIZEN'S BUDGET REVIEW ADVISORY COMMITTEE {B}

This year's Citizen Budget Review Advisory Committee (CBRA) was comprised of the following individuals: Geoff Bernd, Meredith Baldwin, Mary Buck, Mary Campbell, Michelle D'Souza, Charles Dean, Charles Doerlich, Andrea Fahmy, Amy Fuchs, Tracy Garcia, Manfred Graeder, Shenee Holloway, John Howard, LaToya Josey, Kim Kelkenberg, Melissa Kennebrew, Eva Kuhn, Brian Lacey, Jay Lastinger, Richard Meehan, Alana Moss, Chantal Scantlebury, Tim Shields, Amy Shirley, Joe Tribble, and Karrie White. Chairman Jay Lastinger came forward to explain this year's process for the CBRA.

Mr. Lastinger outlined the goal of each of the three sessions and noted that there would have been a benefit to having a fourth session. He explained each of the committee's suggestions. The primary recommendation was to increase Stormwater fees. He noted that more projects are added each year than are being completed. All participants were in favor of increasing the fees by 72% - 100% as Duluth is a bit lower as compared to other nearby cities and there are many projects needing attention. They also suggested perhaps breaking out the townhome community to "small" and "large" groupings to be fair. They suggested assessing as much of the 43 miles of piping underground (28 corrugated metal) as possible quickly, and said that less than 5 miles were scanned last year. They also recommended the City undertake a public awareness campaign.

The committee supported an additional Code enforcement officer (though not unanimous, was recommended with a 13-5 vote). They do not want the City to be overly aggressive or extend unreasonable efforts, but do see the value of enforcement. Mr. Lastinger explained that the committee was also asked to look at recycling and associated expenses. The Committee wants the City to stay on the forefront of the recycling industry. As for the City's finances, the Capital Reserve and Operating Reserve usage should be well documented.

The last item discussed was "Downtown Access" and the increased interest in getting downtown from all areas. The group discussed increasing bicycle access from all directions, including traffic analysis, and keeping rideshare incentives or a variation of them, such as providing shuttle services for large events.

Comments were made regarding Stormwater credits, specific experiences with code enforcement, and alternative recycling efforts.

The Mayor and Council will discuss the recommendations of the committee during the budget work sessions scheduled for May 6 and May 7 at 5:30 pm in the Duluth City Hall Community Room. The first budget public hearing is scheduled for May 13 and the second public hearing and adoption of the Fiscal Year 2020 budget is anticipated to be held June 10 at 7:00 p.m. in the Council Chambers.

2. PLANNING & DEVELOPMENT UPDATES

Planning Director Bill Aiken provided the Mayor and Council with an update of land use cases, construction and permits from January through March 2019. He reported on:

Land Use Cases: Marketplace Village, Ashton Woods, Rogers Bridge SUPs.

Under Review: Hotel, Main Street townhomes, 3890 Rogers Bridge, Summit Ridge

Under development: Sherwood Crossing, Gardendale, South on Main, Glens at Sugarloaf, Goodwill, Magnolia Medical, Dog Depot, 55 Commercial Interior Finishes

Recently completed: Popeyes, Becknell, 2710 Peachtree Industrial, Park @ Parsons.

3. UPDATE ON SOLID WASTE CONTRACT RENEWAL

{C}

City Manager James Riker explained the contract changes and negotiations with Republic Services on extending the City's Solid Waste contract. Important items to note involve length of contract, increased costs for both residential and commercial, and limitations on number of hauls at the Public Works Complex. Republic Services representative Brad Martin came forward to explain the reasoning behind cost increases.

4. CENSUS COMPLETE COUNT COMMITTEE

{D}

On February 21, Duluth hosted a Georgia Municipal Association workshop relating to information about the upcoming 2020 US Census. Representatives from the US Census and State of Georgia outlined steps regarding the advertising efforts recommended to ensure all residents of Georgia are counted. Staff will provide a more detailed synopsis after the Gwinnett County meeting in May relating to their proposed efforts and what local outreach efforts should look like. This may include a local "task force" on education. The census process will primarily be handled electronically.

III. DISCUSSION ITEMS

1. ROGERS BRIDGE TRAILHEAD/RESTROOM FACILITY

Parks Director Kathy Marelle and Asst. Director John Keating came forward to explain the request. The current restroom / maintenance facility has surpassed its life expectancy and is not a park standard for public use. The City purchased the property with the current facility as is. To meet the demands of public use, and to prepare park amenities for future use in coordination with the completion of the Rogers Bridge, staff is proceeding with phase 1 of design, permitting, geotechnical exploration, topographic survey, construction documents, and site determination for the Rogers Bridge Trailhead and Restroom facility. Staff will therefore requesting 2017 SPLOST funding of \$105,920.00 with a 10% contingency of \$10,592.00 not to exceed \$116,512.00.

Questions were raised about the size of the proposed building. Staff was asked to seek designs within a certain budget amount, not to design and then budget.

Staff was authorized to place this item on the next Council agenda for approval.

2. NOISE ORDINANCE CONCERNS

{E}

Planning Director Bill Aiken came forward to discuss. Chapter 9, Article III of the adopted Municipal Code regulates noise within the city limits of Duluth. He summarized the current regulations and demonstrated how Duluth's regulations compare to other cities with established or developing entertainment districts similar to downtown Duluth.

Staff to review outdoor speakers (what decibels they are producing) and determine what is appropriate, to review costs associated with the current venue and soundproofing, to address the fireworks concern, and report back to Council.

3. ON-CALL PLAN REVIEW AND BUILDING INSPECTION SERVICES

Planning Director Bill Aiken came forward to discuss. The Department of Planning and Development solicited a Request for Qualifications to fill the vacant on-call plan review and building inspections service. The on-call service is utilized to aid in building plan reviews and construction inspections in Duluth. The Department of Planning and Development received Statements of Qualifications from the following six (6) companies interested in providing on-call plan review and building inspections services:

- Builder's Protection Group, LLC
- Bureau Veritas
- Charles Abbott Associates
- Moreland Altobelli
- Nova
- Safebuilt

Staff recommends entering into a one (1) year contract with annual renewal options not to exceed five (5) years with Nova as the City of Duluth's on-call plan reviewer and building inspector.

Staff was authorized to place this item on the next Council agenda for approval.

4. PUBLIC SAFETY - HVAC TEST AND BALANCE

City Manager James Riker came forward to explain the request. In January of this year, staff published a Request for Proposal (RFP) seeking a firm to test and balance all HVAC systems at the Public Safety Building. The RFP also requested a bid alternate price to purchase and install fifteen (15) new controllers on existing Volume Air Valves (VAV) and Power Induction Units (PIU).

Staff received one response from Five Seasons Mechanical, LLC.

Base bid:	\$49,275.00
Bid Alternate:	\$ 44,479.00 (purchase and install 15 new controllers).
Total	\$ 94,484.00

Staff recommends awarding a contract in the amount of \$94,484.00 to complete the work identified above. Funds for this effort would have to come from the City's Capital Reserve Account and will require a budget amendment.

Staff was authorized to place this budget amendment on the next Council agenda for approval.

IV. MATTERS FROM COUNCIL

1. CITY HALL CLEANING

Power washing of City Hall is nearly complete; but approximately \$8,000 of additional funds is needed to caulk exterior walls \$8,000. The cemetery walls also need cleaning but there is no channel for water to drain which causes spillover and staining.

2. FALL FESTIVAL SPONSORSHIP

Mayor Harris has been working with the Duluth Fall Festival, who has committed funds (\$75,000) over next three years for programming purposes, and has also agreed to fully fund construction and development of the train platform and associated parking area.

V. ADJOURNMENT

Adjournment at 8:00pm.

The next scheduled meeting of the Mayor and Council is April 8, 2019 at 7:00 p.m.