

Duluth



Nancy Harris, Mayor
Marsha Anderson Bomar, Post 1
Kirkland Carden, Post 2

Billy Jones, Post 3
Kelvin J. Kelkenberg, Post 4
Greg Whitlock, Post 5

**WORK SESSION AGENDA
MAYOR AND COUNCIL
CITY OF DULUTH, GA
3167 Main Street
Duluth, GA 30096**

MARCH 25, 2019

CITY HALL – COMMUNITY ROOM

5:30 pm

***The leaders and staff of the City of Duluth are dedicated to ensuring that Duluth is:
an Attractive Destination, a Quality Community, a World Class Government,
and promotes a Sustainable Economic Environment.***

5:30 - PM CALL TO ORDER

I. PUBLIC COMMENTS

Five minutes per person, maximum 6 speakers. *Sign-up sheet available.*

II. PRESENTATIONS/UPDATES

1. 2019 CITIZEN'S BUDGET REVIEW ADVISORY COMMITTEE

The Citizen Budget Review Advisory Committee (CBRA) met three times to discuss the City's budget. The committee is 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.

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.

PLEASE NOTE: This and other city meetings may be audio and/or videotaped for broadcast, transcription and/or archival purposes. As set forth in the Americans with Disabilities act (ADA) of 1992, the City of Duluth government does not discriminate on the basis of disability in the admission or access to or treatment of employment in its programs or activities, and complies with the requirements contained in section 35.107 of the Department of Justice regulations. Any requests for reasonable accommodations required by individuals to fully participate in any open meeting, program, or activity of the City of Duluth government should be made seven days prior to the event. Inquiries should be directed to the ADA Coordinator in the Planning Department, located at 3167 Main Street, Duluth, GA. 30096, telephone (770) 476-1790.

2. PLANNING & DEVELOPMENT UPDATES

Planning staff to provide the Mayor and Council with an update of land use cases, construction and permits.

3. UPDATE ON SOLID WASTE CONTRACT RENEWAL

As directed by Council, staff is currently working with Republic Services on extending our Solid Waste contract. Staff will provide a brief presentation to Council of anticipated changes to the new contract.

4. CENSUS COMPLETE COUNT COMMITTEE

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 relating to the advertising efforts recommended for making sure all residents of Georgia are counted. Staff will provide a brief presentation to Council on topics discussed at the workshop as well as information from Gwinnett County about their proposed efforts.

III. DISCUSSION ITEMS

1. ROGERS BRIDGE TRAILHEAD/RESTROOM FACILITY

SUMMARY:

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.

IMPACT TO BUDGET: Staff is requesting SPLOST funding of \$105,920.00 with a 10% contingency of \$10,592.00 not to exceed \$116,512.00.

2. NOISE ORDINANCE

SUMMARY:

Chapter 9, Article III of the adopted Municipal Code regulates noise within the city limits of Duluth. Staff will provide a presentation on the adopted noise ordinance and how Duluth's regulations compare to other cities with established or developing entertainment districts similar to downtown Duluth.

IMPACT TO BUDGET: N/A

3. ON-CALL PLAN REVIEW AND BUILDING INSPECTION SERVICES

SUMMARY:

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.

IMPACT TO BUDGET: N/A

4. PUBLIC SAFETY - HVAC TEST AND BALANCE

SUMMARY:

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.

IMPACT TO BUDGET: Funds for this effort will come from the City's Capital Reserve Account and will require a budget amendment.

IV. MATTERS FROM COUNCIL

V. ADJOURNMENT

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