



**MINUTES NOTES OF THE  
CITIZENS BUDGET REVIEW ADVISORY COMMITTEE  
CITY OF DULUTH, GA  
COMMUNITY ROOM  
3167 MAIN STREET  
DULUTH, GA. 30096  
6:00 P.M.  
MARCH 07, 2018  
770-476-3434  
[www.duluthga.net](http://www.duluthga.net)**

**Present:**

Alana Moss  
Manfred Graeder  
Eva Kuhn  
Richard Meehan  
John Howard  
Denise Auger  
Jim Adkins  
Amy Fuchs  
Chantal Scantlebury  
Stephanie Wright  
Anmaar Habib  
Greg LaHatte  
Susan Porteous  
Charlie Doerlich  
Dan Rabinovitch  
Ashley Mosteller

**City Representatives**

City Manager, James Riker  
City Clerk, Teresa S. Lynn  
Finance Manager, Ken Sakmar  
Rob Froehbrodt, Facilitator

I. **Call to Order** - Committee Co-Chairs called the meeting to order at 6:00 p.m.

**II. Approval of the February 28th Meeting Minutes**

A motion was made by Eva Kuhn, seconded by Susan Porteous, to approve the February 28<sup>th</sup> minutes as presented. All voted for. Motion carried.

**III. Discussion/Questions by Committee from last meeting**

Facilitator Rob Froehbrodt discussed the agenda and the planned flow of meeting.

#### **IV. Stormwater Utility Program Update**

City Manager James Riker presented an overview of the City's Stormwater Utility Program. He informed the members that based on future needs, an increase to the current fees may need to be considered in future budgets.

#### **V. Discussion/Questions by Committee**

Staff addressed questions from members concerning Recycling. City Manager James Riker explained that he and the City Clerk had met with representatives from Republic and are currently working with them to implement glass recycling collection bins at the City Public Works Facility and smaller recycling bins in City Buildings. They will also work with local businesses.

#### **VI. Guidance for Committee Chairs regarding the presentation**

Facilitator Froehbrodt presented Key Takeaways.

Options to Absentee Landlords:

1. Include all property owners.
2. Work with strong HOA's and educate them on what others are doing:
  - a. Caps on number of Absentee Landlord properties
  - b. Property maintenance
  - c. Policy and procedural requirements (government, covenants, etc.)
3. Work to educate weaker HOA's
4. Work to educate those not in neighborhoods
5. Consider forming a special committee to focus specifically on this matter and to assist the City in dealing with it

The Committee also discussed the following recommendations be taken to the Mayor and Council.

1. No reduction of the current service levels
2. Gave direction of how to allocate any future surplus revenues by department
3. Encouraged economic development efforts to strengthen underperforming commercial centers
4. Develop strategies for encouraging reinvestment within single family neighborhoods
5. Develop and adopt guidelines on use of Capital Reserve Fund
6. Develop and implement strategy for replacement of necessary building repairs
7. Evaluate stormwater fee structure

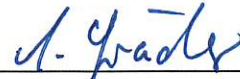
#### **VII. Explanation of how the presentation to the Mayor and Council will be conducted**

Facilitator Rob Froehbrodt explained the process for presenting the information/recommendations from the Committee by the Co-Chairs to the Mayor and Council at the March 26<sup>th</sup> City Council Work Session. The Work Session will begin at 5:30 p.m. in the Community Room and all members are encouraged to attend.

#### **VIII. Adjournment 8:00 p.m.**

Being no further discussion items, a motion was made by Richard Meeham, seconded by Anmaar Habib to adjourn at 8:00 p.m.

All voted for. Motion carried.



\_\_\_\_\_  
Co-Chairs Amy Fuchs/Manfred Graeder

ATTEST:



\_\_\_\_\_  
Teresa S. Lynn, City Clerk

*The next scheduled meeting of the Committee is scheduled for Monday, March 26<sup>th</sup> at 5:30 p.m., in the Community Room.*

*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.*