



City Council Meeting & Public Hearing

MAY 5, 2025

OFFICIAL MINUTES

Office of the City Clerk

ALPHARETTA CITY HALL
COUNCIL CHAMBERS | 2 PARK PLAZA | 6:30 PM

OFFICIAL MINUTES

The public is advised that the following minutes are not a verbatim transcription of business presented at the Council Meeting of the date shown; but are a synopsis of pertinent information. The public is further advised that the video recording for said meeting is a matter of public record and is available to be viewed at the City Clerk's office during normal business hours or viewed online at <https://www.youtube.com/user/alpharettagov>.

1. CALL TO ORDER

- Mayor Gilvin called the meeting to order at 6:30 p.m.
- Mayor Gilvin announced that Public Hearing Item Ordinance: City Code Text Amendments – Occupational Licenses, Taxes and Regulations and PH-25-08 DRB Group/Charlotte Drive – Change of Condition have been deferred to the May 19, 2025 City Council Meeting and Public Hearing.

2. ROLL CALL

- **Council Members**
 - Mayor Jim Gilvin
 - Mayor Pro Tem Dan Merkel
 - Donald F. Mitchell
 - Brian Will
 - John Hipes
 - Fergal M. Brady
 - Douglas J. DeRito
- **Staff**
 - Chris Lagerbloom, City Administrator
 - Molly Esswein, City Attorney
 - Lauren Shapiro, City Clerk
 - Adam Montgomery, Director of Information Technology
 - Charlie Jewell, Director of Economic Development
 - John Robison, Director of Public Safety
 - Kathi Cook, Director of Community Development

- Morgan Rodgers, Director of Recreation, Parks, and Cultural Services
- Pete Sewczwicz, Director of Public Works
- Tom Harris, Director of Finance
- Deanna McKay, Communications and Engagement Manager
- George Doyle, Transportation Planner

3. PLEDGE TO THE FLAG

4. CONSENT AGENDA

A. City Council Meeting Minutes (Meeting of 4/28/2025)

Consideration of approval of the City Council meeting minutes from the meeting of May 28, 2025.

B. Conflict Waiver: Vehicle Use Agreement for Medical Response Unit

Consideration of approval of a Waiver of Conflict to allow Jarrard & Davis, LLP to serve as City Attorney for both the City of Alpharetta and the City of Milton for the purposes of preparing and approving a Vehicle Use Agreement with E.M.S. Ventures, Inc. and with authorization for the Mayor to execute all necessary documents.

C. Certification of Estimated Roll-Back Rate for Fiscal Year 2025-2026

Consideration of approval and certification of the estimated roll-back rate of 5.73 mills for Fiscal Year 2025-2026.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Mayor Pro Tem Merkel offered a motion to approve the Consent Agenda.
 - Council Member Mitchell seconded the motion.
 - The motion was approved unanimously (7-0).

5. PUBLIC HEARING

- City Attorney, Molly Esswein, announced the public hearing procedures.

A. PH-25-09 City of Alpharetta Capital Improvement Element (CIE)

Consideration of adoption of a resolution authorizing transmittal of the Fiscal Year 2024 Capital Improvement Element and Annual Report.

- City Attorney, Molly Esswein, read the resolution title aloud.
- Transportation Planner, George Doyle, came forward to present this item.
- The Georgia Planning Act of 1989 (The Act) requires that local governments keep their Comprehensive Plans current as a pre-requisite for maintaining Qualified Local Government status, a requirement for eligibility for receipt of State of Georgia funds. The Act requires that local governments provide annual updates to their Capital

Improvement Element (CIE), prepared in accordance with the Minimum Planning Standards and Procedures and the Development Impact Fee Compliance Requirements.

- The CIE is designed to provide insight into key infrastructure and public improvement projects being undertaken and completed by local jurisdictions. The Annual Report details on an annualized basis the collection and use of funds derived from impact fees. Together these documents provide a means of tracking local government performance and serve as a tool for measuring progress with respect to achieving community goals as outlined in the Comprehensive Plan.
- The City of Alpharetta is required to transmit its annual update of the CIE to the Atlanta Regional Commission for review prior to Council Adoption.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member DeRito offered a motion to approve PH-25-09 City of Alpharetta Capital Improvement Element (CIE).
 - Council Member Brady seconded the motion.
 - The motion was approved unanimously (7-0).

B. Ordinance: City Code Text Amendments – Occupational Licenses, Taxes and Regulations

FIRST READING

This item was deferred to the May 19, 2025 City Council Meeting and Public Hearing.

Consideration of an ordinance proposing modifications to increase the annual license fee levied upon each insurer doing business within the City; to increase the occupation tax levied on certain businesses and practitioners of professions and occupations; to amend business registration requirements; to provide for enforcement; to provide penalties for violations; to repeal conflicting ordinances; and for other purposes.

6. NEW BUSINESS

A. Contract Approval: Mobile Response Unit (MRU)

Consideration of approval of the Medical Response Unit (MRU) Vehicle Use Agreement between the City of Alpharetta, the City of Milton, and E.M.S. Ventures, Inc., doing business as American Medical Response (AMR) and with authorization for the Mayor to execute all necessary documents.

- City Attorney, Molly Esswein, came forward to present this item.
- On June 27, 2024, the City of Alpharetta entered into a Service Level Agreement (SLA) with American Medical Response (AMR) to enhance emergency medical services in the North Fulton area. This agreement included provisions for implementing a Medical Response Unit (MRU) to supplement EMS coverage.

- Under this agreement, Alpharetta is responsible for housing, insuring, and maintaining the vehicle. The MRU would only be staffed during rare instances of EMS system strain. When deployed, Alpharetta fire personnel would staff the unit, respond to the call, and provide transport to a medical facility if necessary. This arrangement ensures that Alpharetta's first responders can continue to deliver critical care when traditional EMS resources are delayed or unavailable.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Will offered a motion to approve the Medical Response Unit (MRU) Vehicle Use Agreement between the City of Alpharetta, the City of Milton, and E.M.S. Ventures, Inc., doing business as American Medical Response (AMR) and to authorize the Mayor to execute all necessary documents.
 - Council Member Hipes seconded the motion.
 - The motion was approved unanimously (7-0).

B. Invitation to Bid 25-010: Mayfield – Bethany Roundabout Drainage Improvements for City of Alpharetta

Consideration to award a contract for Invitation To Bid (ITB) 25-010 to Summit Construction & Development LLC for Mayfield - Bethany Roundabout Drainage Improvements in an amount totaling \$748,221.72 and authorize the Mayor to execute all necessary documents.

- Director of Public Works, Pete Sewczwicz, came forward to present this item.
- After completion of the roundabout at the intersection of Mayfield Road and Bethany Road, Public Works received complaints of increased stormwater runoff from a downstream property owner. Staff investigated the issue and determined that mitigation of the stormwater runoff was warranted.
- Multiple options were explored, and it was determined that placing an underground detention system beneath the central island of the roundabout was the most cost-effective solution. Such a system would not require the acquisition of additional property nor require relocation any of the numerous underground utilities in the area. Staff requested proposals from design firms to prepare formal design documents and engaged the services of Keck & Wood, Inc.
- The Department of Public Works, with guidance from the Finance Department, prepared ITB 25-010 which was issued on February 27, 2025. ITB 25-010 was advertised through the City's e-procurement site (Bonfire) as well as the Georgia Procurement Registry and resulted in over 2,966 vendor (firm) invites and 44 document takers. ITB 25-010 responses were received on March 27, 2025 and included bids from 4 firms.
- The contractor will be permitted to close the roundabout and detour traffic for one week. This closure will occur sometime between June 2, 2025 and August 1, 2025, while Fulton County Schools are out for the summer.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member DeRito offered a motion to approve the award of a contract for Invitation To Bid (ITB) 25-010 to Summit Construction & Development LLC for Mayfield - Bethany Roundabout Drainage Improvements in an amount totaling \$748,221.72 and authorize the Mayor to execute all necessary documents.
 - Council Member Mitchell seconded the motion.
 - The motion was approved unanimously (7-0).

C. Invitation To Bid 25-011: North Park Pond and Forebay Clearing and Dredging

Consideration of approval of the award of a contract for Invitation To Bid (ITB) 25-011 to Integrated Construction and Nobility, Inc. for the dredging of the North Park Pond and Forebay for an amount not to exceed \$382,359.89 and with authorization for the Mayor to execute all necessary documents.

- Director of Public Works, Pete Sewczwicz, came forward to present this item.
- Sediment has accumulated in the existing wet stormwater pond located at North Park to a level where dredging is required. The pond has an offline forebay/infiltration basin that is intended to treat the peak flows. This basin has accumulated sediment and the sediment must be removed. The City has evaluated the pond and the forebay area and determined that approximately 2,600 cubic yards of accumulated sediment needs to be removed. State Permits have been secured and detailed engineered drawings have been completed to show the extent of work to be done as part of this project.
- The scope of work includes, but is not limited to, the dredging and clearing of vegetation of the existing wet pond and forebay, installation and maintenance of erosion control BMP's, landscaping of disturbed areas, hauling off of all dredged material, replacement of damaged concrete related to construction, and other misc. construction items as shown on approved plans.
- The City advertised for bids on February 13th, 2025 and received 5 responses on March 13th, 2025. Two submitting firms were disqualified due to not providing the necessary bid documents to the City Finance Department, leaving 3 responding qualifying vendors.
- The project is anticipated to take 120 days to accomplish.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member DeRito offered a motion to approve the award of a contract for Invitation To Bid (ITB) 25-011 to Integrated Construction and Nobility, Inc. for the dredging of the North Park Pond and Forebay for an amount not to exceed \$382,359.89 and with authorization for the Mayor to execute all necessary documents.

- Mayor Pro Tem Merkel seconded the motion.
- The motion was approved unanimously (7-0).

D. Contract Approval: Old Milton Parkway Right of Way Maintenance

Consideration of approval of a Right of Way Maintenance Agreement with the Georgia Department of Transportation regarding Old Milton Parkway Project ID# 0017187 and with authorization for the Mayor to execute all necessary documents.

- City Attorney, Molly Esswein, read the ordinance title aloud and came forward to present this item.
- If approved, this agreement will allow the City to complete maintenance work within Georgia Department of Transportation (GDOT) right of way. Additionally, the city will bear costs and liability for said maintenance, as defined in the agreement, and includes things such as: turf mowing and trimming, plant pruning, weeds control, and litter and debris removal.
- There is no fiscal impact to enter into this agreement, however there will be impact associated with the maintenance. This will be brought for approval as a different item, and funding is available for the work.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member DeRito offered a motion to approve a Right of Way Maintenance Agreement with the Georgia Department of Transportation regarding Old Milton Parkway Project ID# 0017187 and with authorization for the Mayor to execute all necessary documents.
 - Council Member Mitchell seconded the motion.
 - The motion was approved unanimously (7-0).

E. PH-25-04 John C. Weatherford House/193 Canton Street – Historic Designation

SECOND READING

The first reading of this item occurred during the April 28, 2025 City Council Meeting and Public Hearing.

Consideration of a request to designate the John C. Weatherford House as historic. The property is located at 193 Canton Street and is legally described as being located in Land Lots 1197 & 1252, 2nd District, 2nd Section, Fulton County, Georgia.

- City Attorney, Molly Esswein, read the ordinance title aloud and came forward to present this item.
- Director of Community Development, Kathi Cook, came forward to present this item.
- There have been no changes since the first reading of this ordinance.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Mayor Pro Tem Merkel offered a motion to approve PH-25-04 John C. Weatherford House/193 Canton Street – Historic Designation.
 - Council Member Hipes seconded the motion.
 - The motion was approved unanimously (7-0).

F. PH-25-08 DRB Group/Charlotte Drive – Change of Condition

This item was deferred to the May 19, 2025 City Council Meeting and Public Hearing.

Consideration of a change to condition of zoning to remove a requirement for curb and gutter along Charlotte Drive. The property is located at 12265 Charlotte Drive and is legally described as being located in Land Lots 1245 & 1246, 2nd District, 2nd Section, Fulton County, Georgia.

G. Request For Proposal 25-107: Equestrian Ring Footings

Consideration of approval of the award of a contract for Request for Proposal 25-107 to Longwood Arenas for the Equestrian Ring Footings at Wills Park Equestrian Center at the contract amount not to exceed \$632,484.00 and with authorization for the Mayor to execute all necessary documents.

- Director of Recreation, Parks, and Cultural Services, Morgan Rodgers, came forward to present this item.
- In 2021, the City Council adopted a Resolution for a Parks Bond Referendum to support the initial implementation of the Wills Park Equestrian Center Master Plan. This initiative includes the replacement of all existing horse barns with 380 new barns; renovation of the three existing arenas with improved drainage and erosion control, new footings, fencing, and lighting; enhanced storm water management; and improved access to both barns and arenas.
- With the completion of Competition Arenas #1 and #3, the Department has now pivoted to the construction of Competition Arena #2 and the renovation of Arena #4, continuing the implementation of the Master Plan. These projects have been prioritized as part of the 2021 Bond Referendum. Planned improvements include enhancements to footings, fencing, irrigation systems, drainage, amenities, and overall storm water management.
- The design specifications for Competition Arena #2, provided by Pond & Company, reflect the previous construction and renovations used in Competition Arena #1—same size, fencing, drainage system, and footings. Arena #4 renovations will involve the removal of current fencing and footings, and improvements to arena drainage inlets.
- To ensure consistency across all Competition Arenas, the new equestrian footing installed in Arenas #2 and #4 will match that of Arenas #1 and #3. As with previous

projects, the Competition Arena construction team will work closely with the selected general contractor responsible for site work.

- The Recreation, Parks, and Cultural Services Department collaborated with the Department of Finance to issue a Request for Proposals (RFP #25-107) for this project. Proposals were due by February 20, 2025 and only two vendors submitted bids. Staff conducted a thorough review of submissions to identify the vendor best suited to delivering high-quality results within the scope and budget of the project.
- Longwood Arenas, LLC submitted the lowest responsive and responsible bid, proposing a cost of \$632,484.00 for the footing installation. The Wills Park Equestrian Center has previously worked with Longwood Arenas, LLC, reporting favorable experiences including on-time and on-budget project delivery. Funding will be provided by the City of Alpharetta (50% or \$316,242) and the Equestrian Foundation (50% or \$316,242).

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Hipes offered a motion to approve of the award of a contract for Request for Proposal 25-107 to Longwood Arenas for the Equestrian Ring Footings at Wills Park Equestrian Center at the contract amount not to exceed \$632,484.00 and authorize the Mayor to execute all necessary documents.
 - Council Member Will seconded the motion.
 - The motion was approved unanimously (7-0).

H. Request for Proposal 25-113: Football Youth Athletic Association

Consideration of approval to award Request for Proposal 25-113 to North Atlanta Football League, Inc. to provide an annual Youth Football Athletic Association for ages K-5, to include tackle, flag, and cheer for the City and authorize the Mayor to execute all necessary documents.

- Director of Recreation, Parks, and Cultural Services, Morgan Rodgers, came forward to present this item.
- North Atlanta Football League (NAFL) has been the City of Alpharetta's Youth Athletic Association Football provider for the past 5 years. RFP 25-113 was created due to consistent non-compliance of residency of the Executive Board Members by NAFL over the past several years. RFP 25-113 sought qualified providers for an Alpharetta Youth Football league.
- NAFL was the sole submission to RFP 25-113; they have since submitted the Executive Board roster for 2025. It has been verified by the Alpharetta Recreation, Parks and Cultural Services (ARPCS) staff and compliance, with a minimum of 50% Alpharetta residency, was verified. Executive board residency is verified for all Youth Athletic Associations in the first quarter annually and ARPCS will continue to do so per the Youth

Athletic Association Facility Use Agreement to ensure continued compliance for all YAA executive boards.

- NAFL has proven, over the past 50 years, that they consistently provide a high-quality football and cheer program that serves both the City of Alpharetta community, and surrounding communities.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Hipes offered a motion to approval the award of Request for Proposal 25-113 to North Atlanta Football League, Inc. to provide an annual Youth Football Athletic Association for ages K-5, to include tackle, flag, and cheer for the City and authorize the Mayor to execute all necessary documents.
 - Mayor Pro Tem Merkel seconded the motion.
 - The motion was approved unanimously (7-0).

I. Contract Approval: Wanna Play Baseball, Inc. Pool Concessions

Consideration of approval of the renewal of the contract with Wanna Play Baseball, Inc., provider of Wills Park Pool Concessions and with authorization for the Mayor to execute all necessary documents.

- Director of Recreation, Parks, and Cultural Services, Morgan Rodgers, came forward to present this item.
- Wanna Play Baseball, Inc. has been the City of Alpharetta's Wills Park Pool Concession provider since 2019. They provide high-quality concessions for the patrons that attend pool activities from opening day to closing day.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Hipes offered a motion to approve the renewal of the contract with Wanna Play Baseball, Inc., provider of Wills Park Pool Concessions and to authorize the Mayor to execute all necessary documents.
 - Council Member Will seconded the motion.
 - The motion was approved unanimously (7-0).

J. Memorandum of Understanding: Lionheart WORKS

Consideration of approval of the Memorandum of Understanding for Lionheart WORKS continued rental of Crabapple Government Center and with authorization for the Mayor to execute all necessary documents.

- Director of Recreation, Parks, and Cultural Services, Morgan Rodgers, came forward to present this item.

- Lionheart WORKS is a non-profit human service organization founded in 2000, and is a vocational training program that provides adults with real work experiences while teaching basic employment skills. The program has operated out of the Crabapple Government Center since 2020.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Hipes offered a motion to approve of the Memorandum of Understanding for Lionheart WORKS continued rental of Crabapple Government Center and authorize the Mayor to execute all necessary documents.
 - Council Member DeRito seconded the motion.
 - The motion was approved unanimously (7-0).

K. Memorandum of Understanding: Senior Services North Fulton

Consideration of approval of the Memorandum of Understanding for Senior Services North Fulton, Inc. continued rental of Crabapple Government Center and with authorization for the Mayor to execute all necessary documents.

- Council Member Hipes announced that he would need to recuse himself from this item, as he does business with SSNF.
- Director of Recreation, Parks, and Cultural Services, Morgan Rodgers, came forward to present this item.
- Senior Services North Fulton has rented the Social Hall and the kitchen on the ground floor of the Crabapple Government Center, 12624 Broadwell Road. Senior Services North Fulton has operated with the vision of being an inclusive community where all older adults are revered, cared for, and supported to live meaningful and productive lives.
- Since 1997, these services have been delivered at the Crabapple Government Center for the benefit of both Alpharetta and North Fulton older adults.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Will offered a motion to approve a Memorandum of Understanding for Senior Services North Fulton, Inc. continued rental of Crabapple Government Center and authorize the Mayor to execute all necessary documents.
 - Council Member Mitchell seconded the motion.
 - The motion was approved unanimously (6-0; with 1 recusal: Council Member Hipes).

7. PUBLIC COMMENT

- There were no public comments.

8. REPORTS

- There were no reports.

9. EXECUTIVE SESSION (IF NECESSARY)

- ❖ Council Member Will offered a motion to recess the meeting for an Executive Session.
 - Council Member Mitchell seconded the motion.
 - The motion was approved unanimously (7-0).
- Mayor Gilvin recessed the meeting at 7:09 p.m. for an Executive Session for the purposes of real estate and litigation.
- ❖ Mayor Pro Tem Merkel offered a motion to reconvene the meeting.
 - Council Member Will seconded the motion.
 - The motion was approved unanimously (7-0).
- Mayor Gilvin reconvened the meeting at 7:35 p.m.

10. ADJOURNMENT

- ❖ Council Member Hipes offered a motion to adjourn the meeting.
 - Council Member Mitchell seconded the motion.
 - The motion was approved unanimously (7-0).
- With there being no further items to consider or discuss, Mayor Gilvin adjourned the meeting at 7:35 p.m.

Respectfully submitted,



Lauren Shapiro, City Clerk