



City Council Meeting & Public Hearing

JUNE 2, 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.

2. ROLL CALL

• Council Members

- Mayor Jim Gilvin
- Mayor Pro Tem Dan Merkel
- John Hipes
- Fergal M. Brady
- Douglas J. DeRito

• Council Members Absent

- Donald F. Mitchell
- Brian Will

• Staff

- Chris Lagerbloom, City Administrator
- Molly Esswein, City Attorney
- Lauren Shapiro, City Clerk
- Adam Montgomery, Director of Information Technology
- Brooke Lappin, Director of Courts
- 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, Public Communication & Engagement Coordinator
- George Doyle, Transportation Planner
- Shawn Mitchell, Budget and Procurement Manager

3. PLEDGE TO THE FLAG

4. BOARDS & COMMISSIONS

A. Swearing In of Recreation Board Members

- Mayor Gilvin swore in Shuntel Beach, John Norton, and Derek Kaighin to the Recreation Board.

5. WORK SESSION

A. Fiscal Year 2026 Budget

SECOND WORK SESSION: The first reading Fiscal Year 2026 Budget occurred during the May 19, 2025 City Council Meeting.

Presentation and discussion of the proposed FY 2026 Budget as well as operating and capital initiatives.

- Director of Finance, Tom Harris, came forward to present the updated Fiscal Year 2026 Budget.
- A copy of the budget presentation is attached hereto as "Exhibit A."

CITY COUNCIL DISCUSSION

- Council Member Brady commended Director Harris and the city's leadership for its Bond Rating Status.
- Council Member Hipes gave thanks to staff leadership for an updated and detailed CIP within this year's budget.
- Council Member DeRito questioned the budget's line items which have not been spent in the previous fiscal year.

6. CONSENT AGENDA

A. City Council Meeting Minutes (Meeting of 5/19/2025)

Consideration of approval of the City Council meeting minutes from the meeting of May 19, 2025.

B. Permanent Alpha Loop Easement Agreement, Civic Space and Public Access Easement Agreement, and First Amendment to Private Development Agreement: Lakeview Development

Consideration of approval of a Permanent Alpha Loop Easement Agreement, Civic Space and Public Access Easement Agreement, and a First Amendment to a previously executed Private Development Agreement between the City of Alpharetta and LWV TPA GA 400,

LLC, for The Lakeview Park Development and with authorization for the Mayor to execute all necessary documents.

C. Appointment of Special Counsel

Consideration of approval of an engagement letter to appoint Troutman Pepper Locke, LLP as special counsel for the City and with authorization for the Mayor to execute all necessary documents.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member DeRito offered a motion to approve the Consent Agenda.
 - Mayor Pro Tem Merkel seconded the motion.
 - The motion was approved unanimously (5-0).

7. PUBLIC HEARING

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

SECOND READING: The first reading of this items occurred during the May 19, 2025 City Council Meeting.

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.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Brady offered a motion to approve the 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.
 - Council Member Hipes seconded the motion.
 - The motion was approved unanimously (5-0).

8. NEW BUSINESS

A. Purchase Approval: Public Works Fleet Replacement Chevrolet Silverado Service Truck

Consideration of approval of the purchase of a 2024 Chevrolet Silverado 3500 Crew Cab 4x2 Reading Service Truck utilizing State Contract 99999-0001-SPD00000155 from Hardy Chevrolet in an amount not to exceed \$80,268.00.

The Public Works Department budgeted for a replacement crew service truck. Staff recommends the purchase of a 2024 Chevrolet Silverado 3500 Crew Cab 4x2 Reading Service Truck that is readily available on the lot at Hardy Chevrolet. This vehicle would be available under State Contract, 99999-001-SPD00000155, without the typical wait time of utilizing a State contract order. Public Works compared pricing and availability of other vendors to the state contract and the vendor under state contract had a lower price and is readily available. This unit would replace unit 665, EN8756, 2009 F350 Service Truck with 126,000 miles. This truck is overdue to be replaced based on mileage and age and is in need of repairs, which is affecting the reliability of this vehicle for the crew. Per policy, the vehicle being replaced will be surplussed by the Finance Department.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member DeRito offered a motion to approve the purchase of a 2024 Chevrolet Silverado 3500 Crew Cab 4/2 Reading Service Truck utilizing State Contract 99999-0001-SPD00000155 from Hardy Chevrolet in an amount not to exceed \$80,268.00.
 - Council Member Brady seconded the motion.
 - The motion was approved unanimously (5-0).

B. Request For Proposals 25-114: Financial Auditing Services for City of Alpharetta

Consideration to approve the award of a contract for Request for Proposals (RFP) 25-114 to Mauldin & Jenkins for Financial Auditing Services and with authorization for the Mayor to execute all necessary documents.

On March 13, 2025, the City of Alpharetta issued RFP 25-114 for Financial Auditing Services. Specifically, the City was seeking a qualified Certified Public Accountant to perform financial and compliance audits in accordance with generally accepted auditing standards (GAAS) as set forth by the American Institute of Certified Public Accountants, and in accordance with generally accepted auditing standards (GAGAS) issued by the Comptroller General of the United States.

Request for Proposals (RFP): This method allows the City to seek a solution or service that is complex and/or requires customization. Unlike an Invitation to Bid (ITB), an RFP goes beyond just the cost factor and instead focuses on evaluating various other aspects (qualifications, experience, project approach, innovation, value-added services, etc.) in addition to cost when making the contract award decision. By issuing an RFP, the City outlines our needs, expectations, and desired outcomes, allowing suppliers to submit detailed proposals that comprehensively address these requirements. The focus of an RFP is multi-layered, but ultimately aims to select the best firm to fulfill a specific need, considering both qualifications and cost. As opposed to an ITB, the RFP process allows for negotiations with firms after proposals have been evaluated. This flexibility allows the City to refine requirements, discuss terms, and potentially negotiate aspects of the contract (e.g. cost) before finalizing the award.

The Department of Finance prepared RFP 25-114 which was issued on March 13, 2025.

RFP 25-114 was advertised through the City's e-procurement site (Bonfire) as well as the Georgia Procurement Registry and resulted in over 1,395 vendor invites and 32 document takers.

RFP 25-114 responses were received on April 10, 2025, and included proposals from 3 firms.

An Evaluation Committee composed of members of the Finance and Public Safety Departments evaluated the proposals based on the following criteria (max of 100 points):

Evaluation Criteria:

- Experience of Auditor Firm, Quality Control, and Peer Group (30 points)
- Qualifications of Staff Assigned to City's Audit (22 points)
- Approach to City's Audit (25 points)
- References (10 points)
- Cost Proposal (10 points)
- Local Vendor Preference (3 points)
- Georgia CPA License Pass/Fail

Evaluation Committee members independently evaluated and scored each proposal for all criteria above, excluding cost.

The Evaluation Committee recommends award of RFP 25-114 to Mauldin & Jenkins as the high scoring proposal and competitive cost proposal.

Mauldin & Jenkins held the prior contract for Financial Auditing Services and has proven to be a highly competent and knowledgeable auditing services firm.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Brady offered a motion to approve the award of a contract for Request for Proposal (RFP) 25-114 to Mauldin & Jenkins for Financial Auditing Services with authorization for the Mayor to execute all necessary documents.
 - Council Member DeRito seconded the motion.
 - The motion was approved unanimously (5-0).

9. PUBLIC COMMENT

- There were no public comments.

10. REPORTS

- There were no reports.
- Mayor Gilvin commended the Memorial Day Service and thanked everyone who participated, including the volunteers from Alpharetta Rotary and Congressman McCormick.

11. EXECUTIVE SESSION (IF NECESSARY)

- There was an Executive Session on the topic of litigation.

- ❖ Council Member Hipes offered a motion to adjourn to an executive session.
 - Council Member Brady seconded the motion.
 - The motion was approved unanimously (5-0).
- ❖ Council Member DeRito offered a motion to reconvene the meeting.
 - Council Member Brady seconded the motion.
 - The motion was approved unanimously (5-0).

12. ADJOURNMENT

- ❖ Council Member DeRito offered a motion to adjourn the meeting.
 - Council Member Brady seconded the motion.
 - The motion was approved unanimously (5-0).
- With there being no further items to consider or discuss, Mayor Gilvin adjourned the meeting at 7:54 p.m.

Respectfully submitted,



Lauren Shapiro, City Clerk