City Council Meeting & Public Hearing
JUNE 16, 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
     - Donald F. Mitchell
     - Mayor Pro Tem Dan Merkel
     - John Hipes
     - Fergal M. Brady
     - Douglas J. DeRito
   - **Staff**
     - Chris Lagerbloom, City Administrator
     - Molly Esswein, City Attorney
     - Lauren Shapiro, City Clerk
     - 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
- Michael Woodman, Planning and Development Services Manager

3. PLEDGE TO THE FLAG

4. WORK SESSION

A. Solid Waste and Recycling Collection Services at Alpharetta Commons, 10 Roswell Street.

Discussion on the future of the solid waste and recycling collection services of Alpharetta Commons, 10 Roswell Street.

- City Administrator, Chris Lagerbloom, came forward to present the item provided options to implement a feasible solution.

CITY COUNCIL DISCUSSION

- Mayor Pro Tem Merkel recommends a time frame of 60 days to provide options to businesses and remove the trash cans and shield the parking lot. Recommends exploring the option of issuing a variance, to find a solution.
- Council Member Mitchell inquires about the cost of the compactor.
- Council Member Hipes states that it is not the city's responsibility to subsidize the businesses.
- Council Member Brady recounts the surprise after learning about all nine of the dumpsters and recommends looking into other areas for waste collection and reducing the scale.
- Council Member DeRito gave thanks to City Administrator, Chris Lagerbloom, for his diligence on this matter, and questions City Attorney, Molly Esswein regarding how fees can be considered unauthorized taxes. Council Member DeRito asks a follow-up question about the success of the use of the nine waste collection bins with the restaurant community in the city center area. Council Member DeRito questions regarding which restauranters have access to a private parking lot and is in favor towards relocating the waste collection dumpsters keeping all the city center businesses in mind.
- City Administrator, Chris Lagerbloom commends the restaurants for cooperating on this matter.
- Mayor Gilvin expresses the frustration towards providing valuable land towards garbage disposal and numerous opportunities to the restaurants. Mayor Gilvin expresses hope that the businesses support the agreement and in time, relocate the disposal dumpsters if there is no cooperation.

B. Unified Development Code Text Amendments – Parking

Discussion of proposed text amendments to the Unified Development Code (UDC) to amend Section 2.5 Parking and Loading and Appendix A: Alpharetta Downtown Code Section 2.4 Parking and Loading.

- Michael Woodman came forward to present this item and recommends a code change to Downtown Alpharetta parking ratios.

COUNCIL DISCUSSION

- Mayor Pro Tem Merkel recommends clarifying the terms "rates" and "ratios" in terms of parking.
- Council Member Brady confirms that the item refers to elementary and middle schools (K-8).
- Council Member DeRito questions how this code change correlates to retail and joint-used spaces. Would the spaces be double-counted or be separate?
- Mayor Gilvin supports the change to the parking codes.

5. CONSENT AGENDA

A. City Council Meeting Minutes (Meeting of 6/2/2025)
Consideration of approval of the City Council meeting minutes from the meeting of June 2, 2025.

B. Financial Management Report (Month Ending April 30, 2025)
Consideration of approval of the Financial Management Report for the month ending April 30, 2025.

PUBLIC COMMENTS:

- There were no public comments.

❖ Mayor Pro Tem Merkel offered a motion to approve the Consent Agenda.

- Council Member Brady seconded the motion.
- The motion was approved 5-0-1 (with Council Member Mitchell in abstention).

6. PUBLIC HEARING

A. Fiscal Year 2026 Budget and Millage Rate Levy
FIRST PUBLIC HEARING
Consideration of adoption of the City of Alpharetta's Fiscal Year 2026 Millage Rate Ordinance.

- Director of Finance, Tom Harris, came forward to present the item.
- The Fiscal Year 2026 Budget was distributed electronically to the City Council on May 5, 2025, and is available on the City's website as a downloadable pdf and available for filtering/analysis through the City's financial transparency sites powered by

ClearGov (FY 2026 budget as well as historical budget/actual revenue/expenditure trend data) and OpenGov (FY 2026 budget line-item detail).

- A City Council Budget Workshop was held on May 19, 2025, and June 2, 2025.
- Changes since the June 2nd Budget Workshop include:

Operating Initiatives

  - Recommended Operating Initiatives were appropriated into departmental budgets. Net changes include +$850,000 (revenue) and +$850,000 (expenditures; net of reduction in Operating Initiative Reserve account). This impacts the General Fund, Capital Project Fund, and OPEB Retirement Reimbursement Plan Trust Fund. *Please Note: This includes funding for a new Operating Initiative (City Hall Chambers Remote Production and Streaming Services) that is detailed on pages 68 (annual operations component; $71,000) and 207 (one-time capital component; $61,000) of the attached Operating and Capital Budget for FY 2026.*

Capital Initiatives

- Please Note: This includes funding for a new Operating Initiative (City Hall Chambers Remote Production and Streaming Services) that is detailed on pages 68 (annual operations component; $71,000) and 207 (one-time capital component; $61,000) of the attached Operating and Capital Budget for FY 2026.
- As detailed above, the City Hall Chambers Remote Production and Streaming Services initiative includes one-time capital costs of $61,000. This impacts the Capital Project Fund and is detailed on page 207 of the attached Operating and Capital Budget for FY 2026.
- A new capital initiative was added for the conceptual design of a passive park and Alpha Loop connection at the city-owned land at 114 Roswell Street (corner of Marietta St. -Roswell St.). Funding request totals $20,000 and impacts the Impact Fee Fund and is detailed on page 241 of the attached Operating and Capital Budget for FY 2026.

Administrative Changes

- Additional changes to the operating budget total $52,022 (net) and represent adjustments to personnel services to reflect personnel adjustments (e.g. salary and benefit adjustments, position reclassifications, etc.), operational adjustments (e.g. additional funding for safety barriers for special events), and minor revenue adjustments. This impacts the General Fund and OPEB Retirement Reimbursement Plan Trust Fund.
- Additional changes to the capital budget total -$485,000 (net) and represent adjustments to the Impact Fee Fund to reflect revised fund balances available for eligible park improvements.

PUBLIC COMMENTS:

- There were no public comments.

7. NEW BUSINESS

A. Fiscal Year 2026 Millage Rate Ordinance

FIRST READING

Consideration of adoption of the City of Alpharetta's Fiscal Year 2026 Millage Rate Ordinance.

- City Attorney Molly Esswein read the ordinance.
- Director of Finance, Tom Harris, came forward to present this item.
- The Fiscal Year 2026 Budget was distributed electronically to the City Council on May 5, 2025, and is available on the City's website as a downloadable pdf and available for filtering/analysis through the City's financial transparency sites powered by ClearGov (FY 2026 budget as well as historical budget/actual revenue/expenditure trend data) and OpenGov (FY 2026 budget line-item detail). City Council Budget Workshops were held on May 19, 2025, and June 2, 2025.

❖ Council Member Brady offered a motion to approve the adoption of the City of Alpharetta's Fiscal Year 2026 Millage Rate Ordinance.

- Council Member Mitchell seconded the motion.
- The motion was approved unanimously (6-0)

B. Fiscal year 2026 Budget Ordinance

FIRST READING

Consideration of adoption of the City of Alpharetta's Fiscal Year 2026 Budget Ordinance.

- City Attorney, Molly Esswein, read the ordinance aloud.
- Director of Finance, Tom Harris, came forward to present the item.

PUBLIC COMMENTS:

- There were no public comments.

❖ Council Member Brady offered a motion to approve the adoption of the City of Alpharetta Fiscal Year 2026 Budget Ordinance.

- Council Member Mitchell seconded the motion.
- The motion was approved unanimously (6-0).

C. Request For Proposal 25-1003: Fire Station 81 Construction Manager at Risk – Preconstruction Services

Consideration of approval to award a contract for Request for Proposal 25-1003 to Ajax Building Company, LLC for an amount of $11,000 for preconstruction services associated with a Construction Manager at Risk delivery method for an addition and enhancements at Fire Station 81 and with authorization for the Mayor to execute all necessary documents.

- Director of Public Works, Pete Sewczwicz, came forward to present this item.
- On August 28, 2023, City Council awarded RFP 23-117 to Jericho Design Group for the amount of $97,500, to perform assessments at each station, develop conceptual floorplans at each station, meet with the project team to review and make revisions to the floorplans and develop cost estimates. Upon conclusion of the initial phase, it was determined the City would move forward with improvements to Fire Station 81.
- On October 28, 2024, City Council awarded Change Order 1 to Jericho in the amount of $243,420 to develop detailed construction plans for an addition to Fire Station 81, along with renovations to the bunk area, living area, and modifications to the apparatus bay. Jericho is in the final phases of finalizing the preferred floorplan. The final task to complete was incorporating a unisex restroom in the bunk area. Currently, Jericho's team is accomplishing a field run survey as well as geotechnical work so they can prepare a preliminary site plan for the team to review.
- While Jericho was working on the floor plan, the City issued RFP 25-1003. A total of 5 vendors submitted proposals. Two representatives from Public Safety and one representative from Public Works reviewed and scored the proposals. A total of 3 vendors were shortlisted and invited to conduct presentations to the review panel and other representatives from Finance, Public Safety, and Public Works. The three shortlisted firms were:
    - Ajax Building
    - Rycon Construction
    - Winter Construction
- Each firm was allotted one-hour for a presentation and a question-answer period. All three vendors provided the review panel with a background of their firm, how their firm has accomplished similar type projects in the past, and their approach to how they would deliver a quality project to the City. Below is a breakdown of scores of each firm:
    - Winter Construction- 91
    - Ajax Building Company- 87
    - Rycon Construction- 51
- Each firm focused on safety and logistics and the complexities associated with constructing improvements while the station is active. Winter Construction provided the clearest and most concise logistics and safety plan. Winter also provided detailed exhibits on their phasing plan for construction. Though Winter broke the projects into phases (4 in total), they stated in their presentation that components of each phase would be going on the same time, and they currently propose a 7-month schedule to complete the project. Another component of Winter's presentation that separated them from the other firms was that Winter provided the interview panel a construction cost of $2,500,000 based on the footprint provided within the RFP.

- However, over several months, the City and Winter Construction could not come to terms on a contract and the City moved onto the next vendor, Ajax Building Company, LLC. The difference in points between Winter and Ajax came down to Winter included a construction cost estimate, within the City's allotted dollars towards this project, when the interview process took place.
- Ajax's interview went extremely well and the team prepared a detailed phasing plan that enabled the Station to remain operational throughout the construction process. Additionally, Ajax included a schedule for pre-construction and construction services. The anticipated schedule for pre-construction services is 4-5 months and construction is anticipated to take approximately 8 months. Ajax brings to the table a great amount of Public Safety project experience in both new construction of Fire Stations and renovating and expanding existing ones.
- Ajax explained at great length their preconstruction services process and how their approach aligns very well given the design plans are preliminary. Jericho is finalizing a floor plan and a preliminary site plan. The first meeting with the team will enable Ajax to start preparing a construction cost estimate based on 30% drawings. Though finishes have not been finalized, Ajax can use their experience and historical data to determine if the project is within the City's budget. If cost estimate based on 30% drawings is within the budget, the design team moves onto 60% drawings and Ajax will then price out the next set of drawings that will have greater detail with them. Presuming that 60% of the drawings are within the City's budget, the design team moves onto 90% design documents. At the conclusion of the 90% drawings, Ajax will provide the City a guaranteed maximum price (GMP). The duration of the design is dependent if the construction cost estimates are within the budget as the project progresses through design. For planning purposes, Jericho is planning 6–8 months of design work and another couple of months for permitting.

PUBLIC COMMENTS:

- There were no public comments.

❖ Mayor Pro Tem Merkel offered a motion to approve the award ITB 25-1003 to Ajax Building Company, LLC for an amount of $11,000 for preconstruction services association with a Construction Manager at Risk delivery method for an addition and enhancements at Fire Station 81 and to authorize the Mayor to execute all necessary documents.

- Council Member Brady seconded the motion.
- The motion was approved unanimously (6-0).

D. Contract Approval: Kristen Orr DBA Orr Contracting, LLC Contract Renewal

Consideration of approval of the renewal of the contract with Kristen Orr DBA Orr Contracting LLC, provider of Volunteer and Education Coordination Services for the

Community Agriculture & Sustainability Services Division of Recreation, Parks & Cultural Services and with authorization for the Mayor to execute all necessary documents.

- Director of Recreation, Parks & Cultural Services, Morgan Rodgers, came forward to present this item.
- Kristen Orr DBA Orr Contracting LLC has been the City of Alpharetta's provider of Volunteer and Education Coordination Services for the Community Agriculture & Sustainability Division of Recreation, Parks & Cultural Services since 2022. Orr Contracting LLC facilitates and/or leads agriculture and sustainability-based classes, workshops, youth camps and programming, and coordinates all volunteer activities for the City of Alpharetta's Community Agriculture Program, as well as assists with volunteer coordination in other Alpharetta parks.

PUBLIC COMMENTS:

- There were no public comments.

❖ Council Member Hipes offered a motion to approve the renewal of the contract with Kristen Orr DBA Orr Contracting, LLC, provider of Volunteer Education Coordination Services for the Community Agriculture & Sustainability Services Division of Recreation, Parks & Cultural Services and to authorize the Mayor to execute all necessary documents.

- Council Member Mitchell seconded the motion.
- The motion was approved unanimously (6-0).

E. Invitation To Bid 25-013: Fiscal Year 2025 Public Safety Fleet Replacements

DEFERRED: *This item has been deferred by staff to the July 28, 2025 City Council Meeting and will not be heard or considered during this meeting.*

Consideration to award ITB 25-013 to Rick Hendrick Chevrolet of Buford for sixteen (16) vehicles in an amount totaling $673,790 and an additional amount of $163,795.88 for the uplift of the sixteen (16) vehicles and authorize the Mayor to execute all necessary documents.

8. PUBLIC COMMENT

- There were no public comments.

9. REPORTS

- Mayor Gilvin hoped everyone had a wonderful Father's Day weekend.

10. EXECUTIVE SESSION (IF NECESSARY)

- There was not an executive session.

11. ADJOURNMENT

❖ Council Member DeRito offered a motion to adjourn the meeting.

    - Council Member Mitchell 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 7:27 p.m.

Respectfully submitted,

Lauren Shapiro, City Clerk