



# Official City Council Meeting Minutes

October 5, 2020

Office of the City Clerk

CITY HALL 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 tapes recorded at said meeting are a matter of public record and are available to be heard at the City of Alpharetta's Clerk's office during normal business hours.

### I. CALL TO ORDER

- *Mayor Gilvin called the meeting to order at 6:30 p.m.*

### II. ROLL CALL

#### • Council Members

- o Mayor Jim Gilvin
- o Mayor Pro Tem Donald F. Mitchell
- o Jason Binder
- o Ben Burnett
- o John Hipes
- o Dan Merkel
- o Karen Richard

#### • Staff

- o Bob Regus, City Administrator
- o Sam Thomas, City Attorney
- o Michael Riddle, Web Administrator
- o Erin Cobb, City Clerk
- o Tom Harris, Director of Finance
- o Morgan Rodgers, Director of Recreation, Parks & Cultural Services
- o Kathi Cook, Director of Community Development
- o Pete Sewczwicz, Director of Public Works
- o Eric Graves, Senior Transportation Engineer/Planner

### III. PLEDGE TO THE FLAG

### IV. PRESENTATIONS & PROCLAMATIONS

#### A. Proclamation for National Arts and Humanities Month

### V. CONSENT AGENDA

#### A. Council Meeting Minutes (Meeting of 9/28/2020)

#### B. Financial Management Report: Month Ending August 31, 2020

- Council Member Binder asked to remove the Financial Management Report: Month Ending August 31, 2020 from the consent agenda in order for the Director of Finance, Tom Harris, to present an overview.
- ❖ Council Member Burnett offered a motion to approve the consent agenda excluding the Financial Management Report: Month Ending August 31, 2020
  - The motion received a second from Council Member Binder
  - The motion was approved unanimously (7-0)

#### B. Financial Management Report: Month Ending August 31, 2020

- Director of Finance, Tom Harris, came forward to present a brief financial update.
- ❖ Council Member Burnett offered a motion to approve the Financial Management Report: Month Ending August 31, 2020
  - The motion received a second from Council Member Binder
  - The motion was approved unanimously (7-0)

### VI. NEW BUSINESS

#### A. City Streetlight Inspection, Maintenance, and Installation Services, RFP 21-101

- Director of Public Works, Pete Sewczwicz, came forward to present this item.
- Staff is recommending that Mayor and Council award RFP No. 21-101 to Capital City Electrical Services LLC., for Streetlight Inspection, Maintenance, and Installation Services and authorize the Mayor to execute all necessary documents.
- The award of this RFP will be for the maintenance, inspection, and installation services for City owned and maintained streetlights. The City owns and maintains 608 street and pedestrian lights throughout the City. The completion of City projects currently under construction will add an additional 113 lights into the City's maintenance responsibilities.
- Adding an on-call vendor to assist with the maintenance of City owned streetlights will help provide a safe walking and driving environment for residents and visitors. The contractor will be responsible for ordering and stocking light fixtures, decorative post, photocells, bulbs, etc. to provide a faster repair response. Monthly

inspections will allow the contractor to identify lights not working and help figure out what parts should be stocked more than others.

- Light fixtures, decorative post, and other lighting parts and components will be stored at the Public Works Department for the contractor to access when needed.
- The Department of Public Works prepared a schedule of items pertaining to street/pedestrian light repairs and advertised for proposals on July 16th, 2020. It is the intent to award this as a five-year contract. The contract will include monthly inspections for submission of work orders to be approved prior to work being performed on all City owned streetlights. The City received two proposals from Capital City Electrical Services, LLC, and GTG Traffic Signals. The Evaluation Committee reviewed and scored each firms proposal based on the following.
  - o Statement of qualifications, project staffing, and available resources (37 points)
  - o References (30 points)
  - o Local Vendor Preference (3 points)
  - o Estimated annual maintenance cost proposal (30 points)
- The resulting scores were as follows:
  - o Capital City Electrical Services, LLC. 88.07
  - o GTG Traffic Signals 43.33
- Capital City Electrical Services, LLC. has previously completed work and installed streetlights along Westside Parkway for the City. Capital City Electrical also performs similar services for Hall County, GA. Power, and other municipalities. Therefore, staff recommends award of RFP 21-101 to Capital City Electrical Services, LLC.

#### **Public Comment**

- No Public Comment
- ❖ Mayor Pro Tem Mitchell offered a motion to award RFP No. 21-101 to Capital City Electrical Services LLC., for Streetlight Inspection, Maintenance, and Installation Services and authorize the Mayor to execute all necessary documents
  - The motion received a second from Council Member Merkel
  - The motion was approved unanimously (7-0)

## **B. City of Alpharetta Capital Improvement Element**

- Senior Transportation Engineer/Planner, Eric Graves, came forward to present this item.
- Staff is recommending Mayor and Council approve a resolution adopting the 2019-2020 Capital Improvement Element and Annual Report as required to keep Qualified Local Government status.
- 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 Capital Improvement Element to the Atlanta Regional Commission for review prior to Council Adoption.
- Failure to update the Capital Improvement Element in accordance with the Georgia Planning Act of 1989 would result in the loss of Qualified Local Government status, which would make the City ineligible to receive most State funding. Further, failure to submit this annual report would make the City ineligible to collect impact fees on new development.
- City Attorney, Sam Thomas, read the resolution aloud.

### **Public Comment**

- No Public Comment
- ❖ Council Member Richard offered a motion to approve a resolution adopting the 2019-2020 Capital Improvement Element and Annual Report as required to keep Qualified Local Government status
  - The motion received a second from Council Member Binder
  - The motion was approved unanimously (7-0)

## **C. Resolution for the Land and Water Conservation Fund Grant Application**

- Director of Community Development, Kathi Cook, came forward to present this item.
- Staff is recommending that Mayor and Council adopt a resolution authorizing and supporting the City of Alpharetta's application for Land and Water Conservation Grant funding to complete portions of the Northwinds section of AlphaLoop.

- Consideration of a resolution authorizing the submittal of an application for the Land and Water Conservation Grant and to earmark currently appropriated funds for AlphaLoop as the required local match if the grant is awarded.
- The grant funding, if awarded, will be used to complete portions of the Northwinds section of the AlphaLoop. The City of Alpharetta agrees to a 50% match requirement (\$500,000) of the project budget total of \$1,000,000.
- City Attorney, Sam Thomas, read the resolution aloud.

#### **Public Comment**

- No Public Comment
- ❖ Council Member Richard offered a motion to adopt the resolution authorizing and supporting the City of Alpharetta's application for Land and Water Conservation Grant funding to complete portions of the Northwinds section of AlphaLoop
  - The motion received a second from Council Member Binder
  - The motion was approved unanimously (7-0)

#### **D. Resolution for the Georgia Outdoor Stewardship Program Grant Application**

- Director of Community Development, Kathi Cook, came forward to present this item.
- Staff is recommending Mayor and Council adopt the resolution authorizing and supporting the City of Alpharetta's application for Georgia Outdoor Stewardship Program Grant funding to complete portions of the Northwinds section of AlphaLoop and authorizing grant matching funds.
- Consideration of a resolution authorizing the submittal of an application for the Georgia Outdoor Stewardship Grant and to designate funds up to \$1,005,340.45 (25.1%) for the required local match if the grant is awarded.
- The funding, if awarded, will be used to complete portions of the Northwinds Section of the AlphaLoop. The City of Alpharetta agrees to a 25.1% match requirement (\$1,005,340.45) of the project budget total of \$4,005,340.45.
- City Attorney, Sam Thomas, read the resolution aloud.

#### **Public Comment**

- No Public Comment
- ❖ Council Member Richard offered a motion to approve a resolution authorizing and supporting the City of Alpharetta's application for Georgia Outdoor Stewardship Program Grant funding to complete portions of the Northwinds section of AlphaLoop and authorizing grant matching funds
  - The motion received a second from Council Member Hipes
  - The motion was approved unanimously (7-0)

**E. IGA with Fulton County - Reimbursement for Officers Providing Services at COVID-19 Testing Sites**

- City Administrator, Bob Regus, came forward to present this item.
- Staff is recommending that Mayor and Council approve an Intergovernmental Agreement (IGA) with Fulton County for the reimbursement of payments for officers providing traffic and security services at the North Fulton County COVID-19 Testing Site and authorize the Mayor to execute all necessary documents.
- The City of Alpharetta's Public Safety Department has been providing traffic and security services at the North Fulton COVID-19 Testing Site on behalf of Fulton County. This agreement sets forth the responsibilities of the City and the County regarding services to be performed and reimbursement for those services.
- This agreement covers the services provided at 4700 North Point Parkway, which is a Specimen Point Collection Site ("SPOC") established for testing County residents for the COVID-19 virus. The security and traffic control services are provided at the SPOC Monday through Friday from 10:30 a.m. until 6:00 p.m. and on Saturday from 9:00 a.m. to 12:00 p.m.
- The officers provided by Alpharetta Public Safety, which includes fire and police, are paid by the City, then reimbursed by the County. If approved the agreement will be effective as of April 1, 2020 and shall not exceed 12 months.

**Public Comment**

- No Public Comment
- ❖ Council Member Merkel offered a motion to approve an Intergovernmental Agreement (IGA) with Fulton County for the reimbursement of payments for officers providing traffic and security services at the North Fulton County COVID-19 Testing Site and authorize the Mayor to execute all necessary documents
  - The motion received a second from Council Member Hipes
  - The motion was approved unanimously (7-0)

**VII. WORKSHOP**

**A. Park Rules Ordinance Update**

- Director of Recreation, Parks & Cultural Services, Morgan Rodgers, came forward to present this item.
- Staff seeks input and requests permission to work with the City Attorney to draft appropriate language to codify the updated rules in preparation for final consideration and adoption by City Council.
- Currently, the City Ordinance that deals with Park Rules is outdated. The City has added many parks, facilities, and services; however, the Park Rules Ordinance does not reflect the changes and additions that have been made to the park system.
- The Recreation Commission utilized several of its monthly workshop meetings to review the current City Ordinance and to develop a new set of Park Rules that are in keeping with the current status of our City. Subsequently, the Recreation Commission approved unanimously at its November 12, 2019 meeting to recommend for adoption by City Council the attached Park Rules.

## Public Comment

- No Public Comment

## VIII. PUBLIC COMMENT

- No Public Comment

## IX. REPORTS

- Council Member Richard announced the Comprehensive Plan Public Workshop taking place on October 7, 2020 at 6:00 P.M. in Brooke Street Park.
- Council Member Merkel informed Mayor and Council about the complaints he has been receiving regarding the North Point Community Church sound checks taking place outdoor prior to their Sunday service. Additionally, the Scarecrow Walking Tour is currently taking place in downtown, which includes six different patches.
- Mayor Gilvin appointed Council Member Binder as the Finance Department liaison.

## X. ADJOURNMENT TO EXECUTIVE SESSION

- ❖ Council Member Merkel offered a motion to adjourn into Executive Session
  - The motion received a second from Council Member Binder
  - The motion was approved unanimously (7-0)
- ❖ With no further business to discuss or items to be heard, Mayor Gilvin adjourned the meeting to Executive Session at 7:37 P.M.

Respectfully submitted,



Erin Cobb, City Clerk