Official City Council Meeting Minutes

November 30, 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 6:32 p.m.*

II. ROLL CALL

- **Council Members**
  - Mayor Jim Gilvin
  - Mayor Pro Tem Donald F. Mitchell
  - Jason Binder
  - Ben Burnett
  - John Hipes
  - Dan Merkel
  - Karen Richard
- **Staff**
  - Bob Regus, City Administrator
  - Steven Jones, Asst. City Attorney (Attending via Zoom Meetings)
  - James Drinkard, Asst. City Administrator
  - Erin Cobb, City Clerk
  - Morgan Rodgers, Director of Recreation, Parks & Cultural Services
  - Kathi Cook, Director of Community Development
  - Pete Sewczwicz, Director of Public Works
  - John Robison, Director of Public Safety
  - Tom Harris, Director of Finance

III. PLEDGE TO THE FLAG

IV. CONSENT AGENDA

A. Council Meeting Minutes (Meeting of 11/2/2020)

B. Alcoholic Beverage License Applications

1. PH-20-AB-16 **HEG, LLC**

d/b/a Courtyard by Marriott Alpharetta/Avalon

11700 Amber Park Drive

Alpharetta, GA 30009

Hotel

Consumption on Premises

Liquor, Beer, Wine & Sunday Sales

Owner: HEG, LLC

Registered Agent: Michael Sard

- Mayor Pro Tem Mitchell offered a motion to approve the consent agenda
  - The motion received a second from Council Member Burnett
  - The motion was approved unanimously (7-0)

V. PUBLIC HEARING

A. PH-20-17 North Point Trail Feasibility Study

- Director of Community Development, Kathi Cook, came forward to present this item.
- Staff is recommending that Mayor and Council approve the adoption of the North Point Area & Alpha Loop Trail Connectivity Feasibility Study.
- Since the Council Workshop on November 16, 2020, the consultant has made the following changes to the document:
  - Cover – removed "DRAFT"
  - Page 78 – Updated the appendix table of contents to reflect the addition of the Haynes Bridge Crossing memo
  - Page 119 – Haynes Bridge Crossing memo describing the evolution of the concept, as well as opportunities, constraints, and next steps
  - Page 120 – Included the GDOT approved signal plan for reference
  - Page 125 – More robust crossing marking memo
  - Back cover – added a large City of Alpharetta logo

- The 2018 North Point Activity Center LCI identifies greenspace/trail connectivity as an area-wide initiative to enhance development and reinvestment into the North Point area through the creation of a system of connected multi-use trails and greenspaces. In an effort to implement this initiative, City Council authorized Staff to seek grant funding to explore the feasibility of connecting the Alpha Loop to the Big Creek Greenway through the North Point area. The Atlanta Regional Commission (ARC) awarded the City $150,000 in LCI grant funds to complete a feasibility study, with the City committing to a 20% match. The feasibility study is a scoping concept plan for a multi-use path connecting the Alpha Loop to the Big Creek Greenway, North Point Mall and across Haynes Bridge Road at the Georgia 400. The study includes conceptual alignments, alternative alignments, typical sections, trailheads, and amenities, placemaking opportunities, connections to nearby destinations, and cost estimates.
- The RFP was awarded to MKSK in November 2019, with project kick-off on January 21, 2020. The study was developed by engaging local residents, businesses, property owners, key stakeholders, and trail users throughout the planning process. Due to the Covid-19 outbreak, the project team adapted the public engagement strategy in an effort to prioritize the health and well-being of the Alpharetta community.
- On April 22, 2020, the first public meeting was launched virtually and consisted of a series of introductory videos and materials, as well as surveys and mapping exercises. This meeting was supplemented with an analog intercept survey, which included yard signs placed in the study area with links to a survey that could be completed using a smart phone.
- Public Meeting #2 was held on July 29, 2020 at Morrison Lake, which is an outdoor venue adjacent to the study area. The meeting provided opportunities for the public to provide feedback at thematic stations located around the lake. To broaden public participation, an online survey was made available to supplement Public Meeting #2. In addition to the public meetings and online surveys, the project team conducted stakeholder interviews, which included property owners, developers, advocacy groups (Bike Alpharetta), regulatory agencies (GDOT, MARTA, etc.), elected officials, and City Staff.
- Asst. City Attorney, Steven Jones, read the resolution aloud.

Public Comment

- No Public Comment

❖ Council Member Richard offered a motion to approve PH-20-17 North Point Trail Feasibility Study and the resolution as presented

- The motion received a second from Mayor Pro Tem Mitchell
- The motion was approved unanimously (7-0)

VI. OLD BUSINESS

A. PH-20-16 Unified Development Code Text Amendments – Stormwater and Floodplain Management (2nd Reading) NOTE: This item has been deferred by Staff to the December 14, 2020 City Council Meeting. It will be neither heard nor considered at this time.

VII. NEW BUSINESS

A. FY 21 Public Safety Headquarters and Station 81 Generator Replacement

- Director of Public Works, Pete Sewczwicz, came forward to present this item.
- Staff is recommending that Mayor and Council award the contract for generator replacements to Energy Systems Southeast, LLC. in an amount not to exceed $89,603.00 and authorize the Mayor to execute all necessary documents. Approval of this requisition executes an expenditure as part of the FY 2021 Capital Budget.
- Generators for emergency power at several facilities around the City are reaching or beyond the typical life span. The typical usable life for generators is 20 years. The two generators being replaced are 22 and 23 years old. Along with replacing the aging generators, the new ones will be converted from diesel to natural gas fueled. Generators running on natural gas are less expensive to maintain and will not need to be refueled during long durations of power outage. The plan is to have all generators converted to natural gas utilizing recurring capital money each year as the budget allows. Currently, after replacement of the two generators this year only one more will need to be converted.
- The City currently has a maintenance contract for all generators with Energy Systems Southeast, LLC (ESSE). The maintenance contract includes but is not limited to; monthly inspections, maintaining logbooks, generator cleaning, and an annual tune up or recommended manufacturer maintenance for each generator. The contract is 5-year contract terminating on June 30, 2021. For warranty reasons, and the knowledge of the equipment and recommended maintenance being installed, the Public Works Department will be utilizing ESSE to perform the generator replacements.
- The pricing for replacement at each location was provided below:
    - Police HQ $52,603.00
    - Station 81 $37,000.00
    - Total $89,603.00
- The current budgeted and approved amount for FY21 is $100,000.00 for Public Safety Headquarters and Station 81. The remaining funds in the account will go towards upgrading the gas meters at both Stations. This work will be coordinated though Atlanta Gas. Actual installation of Generators will be fairly quickly. However, there is an 8-12-week lead time on the delivery of the generators.

Public Comment

- No Public Comment

❖ Mayor Pro Tem Mitchell offered a motion to award the contract for generator replacements to Energy Systems Southeast, LLC. in an amount not to exceed $89,603.00 and authorize the Mayor to execute all necessary documents. Approval of this requisition executes an expenditure as part of the FY 2021 Capital Budget.

- The motion received a second from Council Member Merkel
- The motion was approved unanimously (7-0)

B. FY 2021 Tree Planting and Landscape Improvements

- Director of Public Works, Pete Sewczwicz, came forward to present this item.
- Staff is recommending that Mayor and Council award RFP 17-103 to Ruppert Landscape in an amount not to exceed $153,241.53 for the purchase, installation, and watering of trees and shrubs located at the Bethany Roundabouts and other areas in the City, and authorize the Mayor to execute all necessary documents.
- The proposed FY2021 Tree Planting and Landscape Improvements capital improvement project includes complete landscaping for the two newly constructed Bethany Road roundabouts at Mid Broadwell Road and Mayfield Road. Proposed landscaping includes trees, shrubs, and groundcovers.
- Additional proposed landscape improvements include tree planting at the newly constructed Canton Street crosswalks and tree replacements along Westside Parkway. Additional funding is included for miscellaneous landscape enhancements/replacements. Examples include the addition of shrubs/groundcover at the Milton Ave parking garage and other various downtown locations.
- Watering per City specifications is included for all newly installed plant material.
- The Department of Public Works prepared landscape plans and specifications requiring that plant materials must comply with American Standard for Nursery Stock (ANSI Z60.1-2014). Specifications also include a two-year warranty for trees and one-year warranty for shrubs, groundcovers, and other items. Detailed watering requirements through plant establishment periods are also included. ANSI standards and well-defined watering requirements help ensure a high-quality landscape product for Alpharetta residents and visitors. In order to minimize maintenance costs over the long term, no new turf areas are proposed.
- The proposals were provided in accordance with the City's On-Call Landscape Installation Contract with Ruppert Landscape (#17-103B; RFP 17-103). The City's Urban Forestry Program Manager will act as the City's project manager throughout all phases of the project, including installation, watering, and warranty period. All installation is projected to be completed by spring of 2021.

Public Comment

- No Public Comment

❖ Mayor Pro Tem Mitchell offered a motion to award RFP 17-103 to Ruppert Landscape in an amount not to exceed $153,241.53 for the purchase, installation, and watering of trees and shrubs located at the Bethany Roundabouts and other areas in the City, and authorize the Mayor to execute all necessary documents

- The motion received a second from Council Member Richard
- The motion was approved unanimously (7-0)

C. Quint Aerial Ladder Fire Truck Acquisition *(Replacement of Fire Engine #82 from active duty)*

- Director of Public Safety, John Robison, came forward to present this item.
- Staff is recommending that Mayor and Council approve acquisition of one (1) replacement Fire Engine with one (1) Quint Aerial Ladder Fire Truck (Pierce) through Ten-8 Fire Equipment of Georgia at a cost of $1,311,250. Adopt the attached Resolution authorizing the Mayor to execute a lease agreement, and all associated documents, with Truist Bank for the purposes of funding the Quint acquisition.
- This request is for the purchase of the following:
    - One (1) new Pierce Quint Aerial Ladder Fire Truck ("Quint Fire Truck") to replace the existing Pierce Fire Engine #82 which was acquired in 2012. Fire Engine #82 has over 73,000 miles and has reached the Public Safety Department's targeted service life (10-years) and will be placed in the reserve fleet. The City will surplus Fire Engine #88 which is currently in the reserve fleet (2007 model) and has over 102,000 miles.
- **Service Summary (current status):**
- The Public Safety Department's fire services division is focused on serving the residents, business owners, and visitors of Alpharetta by protecting their lives, property, and enhancing quality of life.
- Alpharetta accomplishes this mission through its six (6) fire stations which are strategically located throughout the city. Fire Apparatus currently servicing these stations include six (6) Fire Engines (e.g. water pumpers) and two (2) Aerial Ladder Trucks (one owned by Alpharetta; one owned by the City of Milton but currently stationed at Alpharetta Fire Station 81).
- Alpharetta's fire service delivery and coverage, in addition to implementation of best practices and special operations capabilities (e.g. HAZMAT, etc.), has facilitated achievement of ISO (Insurance Services Office) Class 1 ranking, the strongest ranking available. ISO Class 1 rank recognizes Alpharetta's strong commitment to the health and safety of its citizens, business owners, visitors, and stakeholders.
- Every fire station requires an apparatus with water pumping capability (e.g. Fire Engine). Utilization of an Aerial Ladder Truck is dependent upon development with jurisdictions like Alpharetta having a minimum of two (2) Aerial Ladder Trucks in addition to the pumper fleet.
- **Service Summary (forecast):**
- The City of Milton has completed construction of its Public Safety Headquarters and is in the process of renovating its Fire Station 42. Once the renovations are complete, Milton will redeploy its fire apparatus including removal of their Aerial Ladder Truck from Alpharetta's Fire Station 81. It is important to note that even though Milton is redeploying its Aerial Ladder Truck from Alpharetta, the two cities still operate under a mutual aid agreement and will augment fire suppression capabilities in each jurisdiction. That said, the removal of the ladder capabilities from Alpharetta boundaries does represent an impact to service delivery capabilities.
- Due to development growth patterns (e.g. building heights, etc.), it is vital that Alpharetta have two (2) Aerial Ladder Trucks within municipal boundaries to respond to service calls. That said, staff also understands the fiscal constraints inherent in procuring and staffing an extra fire apparatus. With that in mind, staff recommends replacing Fire Engine #82 (reached the end of its active service life) with a Quint Aerial Ladder truck that provides water-pumping and aerial ladder

functionality.

- However, the Quint does require additional staffing over the existing Fire Engine. Specifically, 6 personnel (2 per shift) will be programmed into the FY 2022 budget (3 Lieutenants and 3 Fire Apparatus Engineers; est. cost of $600K annually). The FY 2022 budget will also include a proposal requesting the purchase of an F250 (est. one-time cost including equipment of $200K) to serve as a Rescue-Rapid Response unit to augment service capabilities and reduce the response of the Quint to lower priority incidents. The requested personnel will be utilized as staffing for the Rescue-Rapid Response unit while the Quint is not in the field. The lower planned utilization of the Quint also enables the city to extend its useful life from the normal 10- years (typical Fire Engine Pumper) to 13-years which is represented in the proposed financing terms.
- It should be noted that the Quint proposal is significantly more cost effective for the city than buying an additional aerial ladder truck and, when combined with the Rescue-Rapid Response unit, arguably provides better service to our stakeholders. Specifically, a stand-alone aerial truck would require 9 new positions (vs. 6 for the quint = $300K annual savings) in addition to a net savings of over $500K in capital costs (replacement Fire Engine and Aerial Ladder vs. Quint and Rescue-Rapid Response Vehicle).
- **Quint Aerial Ladder Truck Acquisition:**
- Pierce is the city's approved single source provider of fire engines/trucks. Pricing for the Pierce Quint Aerial Ladder Fire Truck quoted herein is in accordance with the competitively bid contract (RFP #1905) awarded to Pierce by the National Purchasing Partners (NPP). RFP 1905 became effective May 27, 2020 and is valid until May 27, 2023 (with an option for three additional 1-year renewals). Under the Procurement Code, the City is authorized to piggy-back off of competitively procured contracts provided through other governmental entities. Ten-8 and Pierce representatives have stated that the pricing under this contract is the most competitive and forms the basis of what would be provided to the City under a standalone bid scenario.
    - Pierce Quint Aerial Ladder Fire Truck acquisition cost (one vehicle and equipment; less allocable pre-payment discount): $1,311,250.
- **Capital Lease Program:**
- As previously mentioned, the Public Safety Department's targeted service life for the Quint will be 13-years (due to the Rescue-Rapid Response Vehicle picking up service calls).
- Pierce Quint Aerial Ladder Fire Truck (Qty: 1): The Finance Department solicited quotes for the fire ladder truck financing from five (5) financial institutions and obtained the following results: Truist (1.80%); PNC (2.67%); Bank of America (max 10-year term); Wells Fargo (max 10-year term); and Public Sector Capital (max 10-year term). The pandemic has created uncertainty within the financial markets leading some lending institutions to limit the financing terms for certain classes of equipment (as can be seen above). Best practices for financing transactions such as these match the financing term to the anticipated service life which in this case is 13-years.

- Truist provided the most competitive interest rate and is the recommended partner for this transaction. Transaction terms include:
    - Loan amount: $1,311,250
    - 13-year term
    - 1.80% fixed interest rate
    - no closing costs
    - $113,792.25 annual payment
- The Quint is estimated to take approximately 12 months to construct. As such, the Quint will be delivered on or before December 2021 (FY 2022). The additional staffing (previously discussed), and capital lease funding (additional +$60K annually above the previous Fire Engine lease payment) will be programmed into the FY 2022 budget. Additionally, the Rescue-Raid Response unit capital request will be a consideration for the 2022 capital plan.
- Asst. City Attorney, Steven Jones, read the resolution aloud.

Public Comment

- No Public Comment

❖ Council Member Hipes offered a motion to approve acquisition of one (1) replacement Fire Engine with one (1) Quint Aerial Ladder Fire Truck (Pierce) through Ten-8 Fire Equipment of Georgia at a cost not to exceed $1,311,250 and adopt the Resolution authorizing the Mayor to execute a lease agreement, and all associated documents, with Truist Bank for the purposes of funding the Quint acquisition

- The motion received a second from Council Member Merkel
- The motion was approved unanimously (7-0)

D. Renewal of MOU with City of Johns Creek for Baseball, Softball & Lacrosse

- Director of Recreation, Parks & Cultural Services, Morgan Rodgers, came forward to present this item.
- Staff is recommending that Mayor and Council approve the Alpharetta and Johns Creek Memorandum of Understanding pertaining to recreational youth baseball, recreational youth softball and recreational youth lacrosse for a period of two years.
- Staff is requesting the renewal of the Memorandum of Understanding (MOU) with the City of Johns Creek that waives the non-resident fees in both cities for youth baseball, youth softball and youth lacrosse. This MOU allows for residents of both cities to register for the program that is closest to their home or the most convenient location to play the three listed sports
- The original MOU was signed in 2016 and has been renewed each year since. Since the adoption of the original MOU neither City has had to turn away its respective residents to participate in the associated programs. Between the two cities, Johns Creek has become the main provider of youth lacrosse and Alpharetta has become the main provider for youth softball.

- With the current MOU expiring at the end of 2020, staff from Johns Creek and Alpharetta have met to review the current agreement, reviewed youth sports participation numbers, and discuss any changes. Staff also discussed this agreement with the Alpharetta Youth Baseball Association and the Alpharetta Youth Softball Association, and both are in favor of continuing the existing program.
- Staff from both cities are requesting the continuation of the current MOU by extending the term for an additional two years with no other changes.
- The MOU was reviewed by the Alpharetta Recreation Commission during their November workshop and they unanimously approved the renewal of the MOU for a two-year period at their November 10 regularly scheduled meeting.

Public Comment

- No Public Comment

❖ Council Member Merkel offered a motion to approve the Alpharetta and Johns Creek Memorandum of Understanding pertaining to recreational youth baseball, recreational youth softball and recreational youth lacrosse for a period of two years

- The motion received a second from Council Member Burnett
- The motion was approved unanimously (7-0)

E. Vulnerable Population Grant Program: Award Recommendation

- Director of Finance, Tom Harris, came forward to present this item.
- Staff is recommending that Mayor and Council approve the award of Alpharetta Vulnerable Population Grant Funds in an amount not to exceed $20,082 to the Alpharetta / Ed Isakson YMCA as presented and authorize the Mayor to execute all necessary documents.
- The City of Alpharetta created its Vulnerable Population Grant Program (VPGP) for the purpose of assisting Alpharetta families and residents who have suffered significant financial hardship due to the COVID-19 pandemic.
- Because the City lacks established support programs, processes, and experience to provide such support in a direct manner, the VPGP was designed to provide funding to established not-for-profit agencies offering established programs that serve Alpharetta residents and which programs have experienced increased capacity demands due to the pandemic. Specific services on which the VPGP was created to support include overdue rent and mortgage assistance; utility assistance; food and nutrition; childcare; distance learning support; or other unforeseen financial/ emergency needs of the community. It may also focus on providing group community services such as food kitchens or pantries for the same population as mentioned above and/or may also focus on organizations that provide mental health services for vulnerable individuals.
- Eligible applications under this program are reviewed by a staff committee tasked with reviewing all applications for consistency with the program purpose and intent, ability and efficiency of the applicant to deliver specified services / programs, and delivery of programs and services to residents of Alpharetta. The committee is further tasked with bringing forward for consideration by the Mayor and City Council recommendations on award and allocation of funding within the limits of the funding designated for the Alpharetta Vulnerable Population Grant Program.

- Since the November 16 City Council Meeting when staff presented initial award recommendations, two additional applications have been received. While one of these applications remains under review pending the receipt of additional documentation, staff has completed review of the other and comes forward at this time to recommend the award of $20,082 to the Alpharetta / Ed Isakson YMCA. The YMCA is providing programming to Alpharetta residents in the categories of childcare and learning support.
- If this recommendation is approved by City Council, the total value of awards granted to-date would be $245,082. This would leave a balance of $34,918 for future award. For any awards approved by Mayor and Council, a grant agreement would be executed between the City and the respective agency. The agreement defines the scope of the award, use of funds, and reporting requirements.

Public Comment

- No Public Comment

❖ Council Member Binder offered a motion to approve the award of Alpharetta Vulnerable Population Grant Funds in an amount not to exceed $20,082 to the Alpharetta / Ed Isakson YMCA as presented and authorize the Mayor to execute all necessary documents

- The motion received a second from Council Member Richard
- The motion was approved unanimously (7-0)

VIII. PUBLIC COMMENT

- No Public Comment

IX. REPORTS

- Council Member Hipes announced his appointment of Sabine Genet as his appointee to the Cultural Arts Commission.

X. ADJOURNMENT

❖ With no further business to discuss or items to be heard, Mayor Gilvin adjourned the meeting at 7:42 P.M.

Respectfully submitted,

Erin Cobb

Erin Cobb, City Clerk