



City Council Meeting & Public Hearing

AUGUST 7, 2023

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
- Donald F. Mitchell
- Brian Will
- Douglas J. DeRito
- John Hipes

• Council Members Absent

- Jason Binder

• Staff

- Chris Lagerbloom, City Administrator
- Molly Esswein, City Attorney with Jarrard & Davis
- James Drinkard, Assistant City Administrator
- Lauren Shapiro, City Clerk
- Adam Montgomery, Director of Information Technology
- John Robison, Director of Public Safety
- Morgan Rodgers, Director of Recreation, Parks, and Cultural Services
- Pete Sewczwicz, Director of Public Works
- Tom Harris, Director of Finance

3. **PLEDGE TO THE FLAG**

4. **BOARDS & COMMISSIONS**

A. **Planning Commission: Appointment by Mayor Pro Tem Merkel**

- Mayor Pro Tem Merkel appointed Katharine (Katie) Rocco to the Planning Commission.

B. **Design Review Board: Appointment by Council Member Hipes**

- Council Member Hipes appointed Erik Rowen to the Design Review Board.

C. **Swearing-in of Board & Commission Members**

- Mayor Gilvin swore in Katie Rocco and Erik Rowen to their respective Board and Commission.

5. **PRESENTATIONS & PROCLAMATIONS**

A. **Proclamation: 811 Day**

- Mayor Gilvin presented a proclamation to members of the city's Public Works department to recognize 811 Day and the importance of contacting 811 before digging.

6. **CONSENT AGENDA**

A. **City Council Work Session Minutes of July 17, 2023**

Consideration of approval of the City Council Work Session minutes from the meeting of July 17, 2023 at 5:30 p.m.

B. **City Council Meeting Minutes (Meeting of July 17, 2023 at 6:30 p.m.)**

Consideration of approval of the City Council meeting minutes from the meeting of July 17, 2023 at 6:30 pm.

C. **Alcoholic Beverage License Applications**

Consideration of approval of the following alcoholic beverage license applications:

1. **PH-23-AB-14 SJ Market Holdings, LLC d/b/a Jack's Feed Store 241 South Main Street, Alpharetta, GA 30009**

Eating Establishment
Consumption on Premises
Distilled Spirits, Beer, Wine & Sunday Sales
Owner: SJ Market Holdings, LLC
Registered Agent: David Filipowicz

2. **PH-23-AB-15 Ikigai Nikkei, LLC d/b/a Little Tokyo Sushi & Grill 5815 Windward Parkway #209, Alpharetta, GA 30005**

Eating Establishment
Consumption on Premises

Adding Distilled Spirits to an existing Beer, Wine & Sunday Sales license
Owner: Ikigai Nikkei, LLC
Registered Agent: Plietty Pastor

3. PH-23-AB-16 Ponko Alpharetta, LLC 220 South Main Street, Suite J, Alpharetta, GA 30005

Change in Ownership
Eating Establishment
Consumption on Premises
Distilled Spirits, Beer, Wine & Sunday Sales
Owner: Ponko Alpharetta, LLC
Registered Agent: Richard Herrmann

D. The Atley Developer Agreement

Consideration of approval of a private developer agreement for the "The Atley" subdivision between the City of Alpharetta and The Providence Group (GRBK Haynes, LLC).

- Council Member Will requested to remove both meeting minute items from the Consent Agenda.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Mayor Pro Tem Merkel offered a motion to approve the Consent Agenda, without items A (Work Session Minutes of July 17, 2023) and B (City Council Meeting Minutes from the meeting of July 17, 2023 at 6:30 p.m.).
 - Council Member Mitchell seconded the motion.
 - The motion was approved unanimously (6-0).

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member DeRito offered a motion to approve items A and B of the Consent Agenda (City Council Work Session Minutes of July 17, 2023 and City Council Meeting Minutes from the meeting of July 17, 2023 at 6:30 p.m.).
 - Council Member Mitchell seconded the motion.
 - The motion was approved (4-0-2; with Mayor Pro Tem Merkel and Council Member will in abstention).

7. NEW BUSINESS

A. Contract Award for Request for Proposal #23-110: Emergency Medical Services Equipment and Supplies

Consideration of approval of the award of RFP 23-110 to Bound Tree Medical, LLC and Henry Schein, Inc., in order to purchase emergency medical equipment and supplies, and authorize the Mayor to execute all necessary documents.

- Director of Public Safety, John Robison, came forward to present this item.
- The City provides medical coverage for all city events and Verizon Wireless Amphitheater. The City of Alpharetta provides approximately 7,000 emergency service responses per year.
- The Finance Department, working with the Public Safety Department, prepared and issued a Request for Proposals (RFP 23-110) and advertised proposals on March 23, 2023. As noted in the RFP, no guarantee is made for the number of items to be purchased by the City, and items may be added/eliminated during the course of the contract.
- Cost competitiveness represented 44% of the evaluation criteria weight. Pricing was requested for roughly 55 different items, with Boundtree Medical LLC and Henry Schein Inc. representing the overall lowest costs based on departmental purchase trends. Specifically, Boundtree Medical LLC was the lowest cost provider on 32 items and 2nd lowest on 11 items. Henry Schein Inc. was lowest cost provider on 9 items and 2nd lowest on 33 items. Together, these vendors will provide the department with the lowest acquisition costs coupled with the flexibility of multiple sourcing options.
- The Public Safety Department desires to enter into a 5-year contract with the two highest-ranking vendors, Bound Tree Medical, LLC and Henry Schein, Inc., to purchase emergency medical equipment and supplies. The Department feels that awarding the contract to two vendors will help alleviate medical supply shortages due to high demand in the past few years. This will ensure our employees always have the emergency medical supplies they need. Therefore, staff recommends the award of RFP 23-110 to both Bound Tree Medical, LLC and Henry Schein, Inc.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Will offered a motion to approve the award of RFP 23-110 to Bound Tree Medical, LLC and Henry Schein, Inc., in order to purchase emergency medical equipment and supplies, and authorize the Mayor to execute all necessary documents.
 - Council Member Hipes seconded the motion.
 - The motion was approved unanimously (6-0).

B. Purchase Approval: Mimecast Email, Web Security, and Cybersecurity Training with Verinext

Consideration of approval of a purchase order to Verinext, as the vendor to provide the annual Mimecast Subscription in the amount of \$52,222.22.

- Director of Information Technology, Adam Montgomery, came forward to present this item.

- The Mimecast subscription allows the City to secure emails into and out of our email system, provides our computers with web filtering and protection, and cybersecurity awareness training for our users.
- This renewal is funded in the fiscal year 2024 budget, and three quotes were obtained. The lowest quote was provided by Verinext and is recommended for approval. Below is the breakdown of the quotes obtained.

PUBLIC COMMENTS:

- There were no public comments.
- ❖ Council Member Mitchell offered a motion to approve the purchase order to Verinext, as the vendor to provide the annual Mimecast Subscription in the amount of \$52,222.22.
 - Council Member DeRito seconded the motion.
 - The motion was approved unanimously (6-0).

8. PUBLIC COMMENT

- There were no public comments.

9. REPORTS

- Council Member Will announced a congratulations to the following individuals who were promoted within the Fire Department: Michael Bechara was promoted to Fire Apparatus Engineer, Marshall Van Nus was promoted to Fire Apparatus Engineer, Alexander Gonzaga was promoted to Lieutenant, and Daniel Moore was promoted to Captain. Lastly, Lieutenant Doug French retired with 26 years of service with the City of Alpharetta.

10. EXECUTIVE SESSION (IF NEEDED)

- There was not an executive session.

11. ADJOURNMENT

- ❖ Council Member Hipes offered a motion to adjourn.
 - Council Member Will seconded the motion.
 - The motion was approved unanimously (6-0).
- With there being no further items to consider or discuss, Mayor Gilvin adjourned the meeting at 6:52 p.m.

Respectfully submitted,



Lauren Shapiro, City Clerk