



OFFICIAL MINUTES OF
COUNCIL MEETING ON
OCTOBER 17, 2016
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 and on line at the City web site.

I. CALL TO ORDER

❖ *Mayor Belle Isle called the meeting to order at 6:32 p.m.*

II. ROLL CALL

- Council Members
 - David Belle Isle (Mayor)
 - Chris Owens (Mayor Pro Tem)
 - Jason Binder
 - Jim Gilvin
 - Mike Kennedy
 - Dan Merkel
 - Donald Mitchell
- Staff
 - Bob Regus, City Administrator
 - Kathi Cook, Director of Community Development
 - James Drinkard, Asst. City Administrator
 - Gary George, Director of Public Safety
 - Tom Harris, Director of Finance
 - Pete Sewczwicz, Director of Public Works
 - Mike Perry, Director of Recreation and Parks
 - Coty Thigpen, City Clerk
 - Sam Thomas, City Attorney

III. PLEDGE TO THE FLAG

IV. PROCLAMATIONS AND PRESENTATIONS

A. Presentation by Roger Wise for "Two-Step Stevo"

B. Fulton Science Academy

Mayor Belle Isle presented a Proclamation recognizing the success of their "Coins for a Cure" Fundraiser supporting childhood cancer research

C. Swearing in for Recreation Commission

Mayor Belle Isle swore-in Melissa Jurgens as his appointee to the Recreation Commission

D. 15 year service award – Gary George

Mayor Belle Isle, Councilman Gilvin and Mr. Regus presented Director George with his 15 year service award. Director George will be retiring in January 2017.

V. CONSENT AGENDA

A. Council Meeting Minutes (Meeting of 10/3/2016)

B. Alcoholic Beverage License

Applications PH-16-AB-24
Candy Nature Products,
Inc. d/b/a Amy's
Natural Foods
Specialty Shop - Beer & Wine - Sunday Sales

PH-16-AB-25
Cutter's Cigar Emporium
Consumption on
Premises
Liquor, Beer & Wine, Sunday Sales

❖ Council Member Mitchell offered a motion to approve the Consent Agenda

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

VI. INFORMATIONAL UPDATES

A. Downtown Parking Deck

NOTE: This is an informational item ONLY. No discussion of or vote on this item will occur during this meeting.

VII. OLD BUSINESS

A. Location Of New Downtown Parking Deck

NOTE: This item has been deferred. There will be no discussion of or vote on this item during this meeting. Please reference related item under INFORMATIONAL UPDATES.

VIII. NEW BUSINESS

A. RFQ 17-1006 On-Call Planning Services

- Director of Community Development, Kathi Cook, came forward to discuss this item
- Staff requests that Mayor and Council award RFQ 17-1006 On-Call Planning Services to TSW and Kimley-Horn
- The City has a continued need for reliable and responsive consultants capable of providing planning services which include code revisions, urban planning, landscape architecture, and public outreach. Projects could range from small exhibits for public spaces to major area plan revisions and City code updates.
- The Department of Community Development prepared a request for qualifications (RFQ) and advertised in August and September of 2016. A total of nine statements of qualifications (SOQ) were received by the City on September 22, 2016. These SOQs were then reviewed by an evaluation committee consisting of Department of Community Development staff members.
- Based on the composite scores, the evaluation committee has recommended award of RFQ 17-1006 On-Call Planning Services to TSW, and Kimly-Horn.

Public Comment

None

- ❖ Council Member Kennedy offered a motion to award RFQ 17-1006 to Kimley Horn and TSW for on-call planning
 - The motion received a second from Council Member Owens
 - The motion was approved 7-0

IX. WORKSHOP

A. Wills Park Pool Renovation

- Director of Public Works, Pete Sewczwicz, came forward to introduce the consultants who will present conceptual plans for the Wills Park Pool renovation project
- The City has contracted with Stevens & Wilkinson Architecture to review and finalize

a concept design for the Wills Park Pool Renovation Project. On October 13, 2016, the City hosted an Open House for citizens to review a preliminary concept plan and provide comment on design ideas. The concept design is based on the original concept design created in 2014 that was used to promote the May 2016 bond referendum in which \$4 million dollars were approved to fund this project.

- The revised design has a few minor changes due to changes in programming that have occurred since the original concept design was prepared. Program changes include implementation of a youth diving team, expanded lap swim times, and increased participation and hours allocated for senior swim activities. There is also strong support from the swim community to plan for a future enclosure of the competitive swim area to provide year-round use for swim teams, lap swim, water fitness classes, and more.
- Although funding is not available to enclose the competitive swim area, the cost to include the foundation/footings needed for a future enclosure is estimated to be \$100,000. Staff recommends including this work in the scope of this project.
- The pool will close August 1, 2017 to begin the renovation. The project will be complete by May 1, 2018.

B. Discussion of Tree Removal for Single-Family Detached Lots

- City Arborist, David Shostak, came forward to present this item
- As discussed earlier this year, staff has initiated the process of reviewing City Codes, Ordinances, and portions of the UDC pertaining to tree protection, landscaping, and buffer plantings. The goals of this effort include:
 - Consolidate the various planting, landscape, and tree requirements in one location within the UDC;
 - Clarify the City's requirements with simpler language;
 - Make the ordinance easier to understand and implement (for both applicants and staff); and,
 - Provide more incentives and options to save existing trees during land development.
- During the initiative to reorganize and simplify the tree protection, landscaping, and buffer ordinance, it was reported that the tree removal process can be cumbersome for homeowners. In an effort to address the concern, staff identified procedures to streamline the administration of the ordinance.

Current Process

The goal of the tree protection, buffer, and landscape ordinance is to achieve a "no net loss of tree canopy" by requiring the following:

- Specimen trees (healthy trees of certain size by type) are protected. If a specimen tree is removed, replanting is required.
- Minimum lot tree coverage is maintained for all properties.
- In addition the UDC requires stream buffers, zoning conditions, and landscape strips which have restrictions on tree removal as well as tree planting requirements.

Under the present procedures, removal of any tree (dead or alive) requires a Tree Removal Permit. The City has recently transitioned to a computer permitting system. The applicant (homeowner or tree company) applies for a login to the system; provides information for each tree being removed; and, uploads a diagram of the tree locations. Staff then reviews the request for impacts to specimen trees, density, conditions of zoning, and buffer compliance. If these items can be verified with aerial mapping, the permit is approved. If additional information is required, a site visit may be needed. If a replanting is required additional correspondence is sent to the applicant and a replanting plan is developed. The initial review is completed within 10 days. If a replanting plan is required, the homeowner works with staff and a replanting agreement is executed with the tree removal permit.

Proposed Administrative Improvements

Certified Vendor Program

In order to ease the process for the homeowner, staff is proposing to institute vendor registration process. Under this program, landscaping companies and tree removal companies would request to be added to the City's published certified vendor list. Companies on the list would attend a class given by the City Arborist, reviewing the City Codes and ordinances. Homeowners contracting with a certified vendor would not be required to submit for a tree removal application. The vendor would still complete the online application, but would be given the authority to perform the tree removal without City review.

Certified vendors found violating City ordinances would lose their certified standing in addition to current fines and mitigation requirements.

No Permit required for Dead Trees

Permits are currently required for the removal of dead trees, Staff proposes removing this requirement.

C. City Hall: Installation Of Brick Feature At History Room Entrance

- City Administrator, Bob Regus came forward to provide an update on the planned installation of a brick feature to be located on the south interior wall near the entrance to the Alpharetta History Room. The brick feature is designed to replicate an exterior

brick feature from the old city hall structure and will be constructed of bricks preserved from that building.

- Council had some reservation about the location of the feature and would like to revisit this before the work is started

X. PUBLIC COMMENT

None

XI. REPORTS

- Council Member Binder – Georgia Recreation and Parks Association named the Alpharetta Recreation and Parks Department 'Agency of the Year'
- Mayor Belle Isle announced that he visited Big Creek Park in Roswell for a ribbon cutting for the bike share program 'Zagster', which will be on board with the Alpharetta system

XII. ADJOURNMENT TO EXECUTIVE SESSION

- ❖ Council Member Kennedy offered a motion to adjourn into Executive Session
 - The motion received a second from Council Member Mitchell
 - The motion was approved 7-0

Respectfully Submitted,



Coty Thigpen, City Clerk