



Nancy Harris, Mayor
Jamin Harkness, Post 1
Marline Thomas, Post 2

Lamar Doss, Post 3
Manfred Graeder, Post 4
Greg Whitlock, Post 5

**WORK SESSION AGENDA
MAYOR AND COUNCIL
CITY OF DULUTH, GA
3167 Main Street
Duluth, GA 30096**

NOVEMBER 27, 2023

CITY HALL – COMMUNITY ROOM

5:30 pm

5:30PM - CALL TO ORDER

I. PUBLIC COMMENTS

Five minutes per person, maximum 6 speakers. *Sign-up sheet available.*

II. DISCUSSION ITEMS

1. COMPENSATION - ELECTED OFFICIALS

SUMMARY:

In order to meet the requirements of state law for increase of compensation for elected officials, legal notice must be posted in the legal organ of the county for three consecutive weeks prior to adoption. A recommendation is being brought before the Council to amend the current system of pay, base plus -per meeting to an annual salary of \$15,000 for the Mayor and \$9,000 for the Council. The current salary of the Mayor is \$6,000 + \$3,600 meeting pay = \$9,600. The Council base is \$2,400 + 3,600 meeting pay = \$6,000 .

IMPACT TO BUDGET: *N/A until 2026*

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2. DULUTH CODE AMENDMENT – RETAINING WALLS

SUMMARY:

Our current municipal code states that a permit shall not be required for the following: Retaining walls which do not exceed three (3) feet in vertical height and provided that the slope of backfill materials does not exceed a one (1) foot rise in three (3) feet length. Retaining walls which exceed three (3) feet in vertical height shall require a permit and shall be constructed in compliance with the development regulations and shall be designed by a registered professional engineer.

The current International Building Code (IBC) indicates that walls not exceeding four (4) feet in vertical height are not required to be designed by a registered professional engineer. Staff would like to adjust this inconsistency and revise Chapter 5, Article II. Building Inspection Department, Section 5.29(1) to match the 4 foot maximum wall height. The revised text would read:

“Retaining walls which do not exceed four (4) feet in vertical height and provided that the slope of backfill materials does not exceed a one (1) foot rise in three (3) feet length. Retaining walls which exceed four (4) feet in vertical height shall require a permit and shall be constructed in compliance with the development regulations and shall be designed by a registered professional engineer.”

IMPACT TO BUDGET: N/A

3. RED CLAY THEATRE – HVAC & ICE MACHINE

SUMMARY:

Staff recently received three bids for replacement of five AC units and evaporator coils. Three companies provided bids with Lane Heating and Air Conditioning being the lowest bid at \$29,100.00 . Staff is recommending the bid be awarded to Lane at the next meeting.

In addition, staff obtained bids to purchase a commercial ice machine. Staff is recommending the bid be awarded to ACity Discount in the amount of \$6,700.

IMPACT TO BUDGET: *requires budget amendment*

4. ORDINANCE TO AMEND DULUTH CODE–ALCOHOL

SUMMARY:

The Alcohol Board met with the City Attorney and Staff on Wednesday October 25th for the purpose of considering amendments to the City's Alcoholic Beverage Ordinance. The majority of the amendments brought before the Board for consideration were general housekeeping items for clarification and placing certain subsections into the correct sections of the code. In addition, language was added to assist Code Enforcement when issuing citations for presentation in court as well as updating language that aligns with state law.

IMPACT TO BUDGET: N/A

5. ARPA FUNDS TRANSFER TO GENERAL LEDGER

SUMMARY:

The City received \$11,057,077 in American Rescue Plan Act (ARPA) federal funds and elected to claim the \$10 million standard allowance for lost revenue. The City does not need to prove the loss of \$10 million in revenue but must report quarterly the expenditure of the funds to the federal government. Loss revenue funds are allowed to be used to support traditional government services. Eligible government services include road building and maintenance, and other infrastructure, health services, general government administration, administrative facilities, and the provisioning of police, fire, and other public safety services.

The federal government requires ARPA funds to be obligated by 12/31/24 and expended by 12/31/26. Project cost for the Pinecrest and Hill communities sanitary sewer projects are projected to exceed the available ARPA funds. However, should there be a delay in the sanitary sewer projects that could result in a loss of funding, for this reason staff felt it was best to report eligible police uniform salaries as part of lost revenue expenditures. Staff has reported 4 quarters of uniform salaries expenditures totaling \$2,663,240.27 covering the current and prior fiscal years.

To meet financial reporting requirements, staff is requesting approval of a current and prior year budget amendment to allow the recording of the expenditure of uniform salaries in the ARPA fund and associated transfer to the General Fund.

IMPACT TO BUDGET: *requires budget amendment.*

III. PRESENTATIONS/UPDATES

1. STORMWATER UPDATE

As Mayor and Council are aware, stormwater issues have become more prevalent with the changes in weather severity, causing more discussion among citizens and staff alike. Staff will give a brief update on the current program and focus on a few key elements in need of additional attention. A more in-depth discussion will follow in February, 2024.

2. PROPOSED 2024 EVENT CALENDAR

The proposed event calendar is presented in November to allow staff the opportunity to begin offering contracts to vendors early enough to book for Spring and Summer activities. Event activities span budget years. Staff will present a proposed budget and then secure funding during the budget process in 2024.

3. TAD URA UPDATE

Staff will provide an update on recent activities, potential projects and a future financial forecast relating to the Urban Redevelopment Agency (URA) Tax Allocation District, and is seeking Council feedback.

IV. MATTERS FROM COUNCIL

V. ADJOURNMENT

The next scheduled meeting of the Mayor and Council is a Community Chat on December 2, 2023 at 4pm on the Town Green.