



**WORK SESSION NOTES
MAYOR AND COUNCIL
CITY OF DULUTH, GA
FEBRUARY 27, 2023**

PRESENT: Mayor Harris, Council members Harkness, Thomas, Graeder, Doss and Whitlock, City Manager, Department Directors, City Attorney

Mayor Harris called the meeting to order at 5:30 p.m.

I. PUBLIC COMMENTS

None.

II. DISCUSSION ITEMS/PRESENTATIONS/UPDATES

1. RECOMMENDED BOARD APPOINTMENTS

Council considered the following appointments as recommended by staff:

Alcohol Board

Robert W. Edwards Jr. to fill a vacancy, term expiring 3/31/26.

Duluth Municipal Court

Reappoint Charles L. Barrett, III - Chief Judge/ Court Administrator, Margaret Gettle Washburn - Associate Judge, Claude Mason - Associate Judge, and Chung Hun Lee - Associate Judge for one-year terms.

Planning Commission

Reappoint Shenee Holloway – expires 3/31/27

Public Art Commission

Ken Sebastian - fill the seat vacated by Marty Dorfman, expires 3/31/26
Heather Blanchard - fill the unexpired term of Kristina Jackson, expires 3/31/24

Urban Redevelopment Authority

Reappoint Mayor Harris, term expiring 3/31/27

Zoning Board of Appeals

Reappoint Verdi Avila and William Latta, terms expiring 3/31/27

Councilmember Graeder noted the number of cancellations of board meetings over the past year and recommended creating more "ad hoc" type of committees as the needs arise.

Staff was authorized to place these ordinances on the next Council consent agenda for approval.

2. ACTIVITY LAWN WINTER OPTIONS

Event coordinator Jessica Gross first reported on Duluth's winning year at the Southeast Festivals and events conference. As part of the 2023 Events presentation in November, Ice Skating was included along with an estimated budget. She presented the updated budget for that activity to use real ice or synthetic, with options for 20 days over winter break or 45 days starting with Thanksgiving break.

In lieu of an ice-skating rink, Ms. Gross proposed the additional option of "Frosty Fun" to be considered, which includes 18 days of holiday programming for different age groups, also on the activity lawn as well as Parsons Alley. This could include live ice sculpting, winter games, magic shows, Who-ville/Grinch, and photo ops. She mentioned snow slides and snow playgrounds, toboggan tunnel, etc. For Thanksgiving break, there would be mini-golf, butterfly exhibits, roller skating, etc. For all of those options, the cost would be \$65,000 which already fits into the events budget.

After presentation, Staff was authorized to add these dates for selected events on the next Council consent agenda.

3. ALCOHOL AMENDMENTS

Asst. City Manager/City Clerk Teresa Lynn reported that the Alcohol Board met on February 9 to discuss with staff and the City Attorney some recommended amendments to the City's Code of Ordinances, Chapter 3 - Alcoholic Beverages. Following review, the Board voted unanimously to recommend approval of the amendments as discussed.

City Attorney Stephen Pereira explained that most of the items are general "housekeeping" items such as changing "pouring permit" to alcohol handling permit, and small changes as requested by the City's Code Compliance division to update the penalty and enforcement provisions of the ordinance which provide flexibility/discretion at the Code Compliance and administrative level. Language has been added to provide for penalties for owners, managers, and employees for failing to complete the alcohol training or obtaining alcohol handling permits within the prescribed window of time. The amendment also deletes Section 3-206 (a) Advertisement of intent to engage in business, requiring publishing in the newspaper.

Staff was authorized to place this item on the next Council consent agenda for approval.

4. PEDESTRIAN STREET LIGHTING

{A}

Staff was asked to develop a method to assess and prioritize requests for pedestrian street lighting. City Manager James Riker explained the reasoning for creating this recommended process.

City Engineer Margie Pozin presented a draft for measuring the value/priority of a project and explained that this process is intended for individual spot requests and /short corridors, not for long corridor lighting projects. She gave a potential outline of how to rank, prioritize and manage requests.

After discussion, staff would recommend requests that score 50 and above would be considered for action. Staff will include a line item in the upcoming budget to account for requests that are unknown at this time.

5. ROGERS BRIDGE AND PARK UPDATES

{B}

City Engineer Margie Pozin updated Mayor and Council on the status and timing of the Rogers Bridge and Phase I and Phase II Park projects.

6. PERMITTING FEE SCHEDULE

Planning Director Forrest Huffman came forward to present the request. He explained that the City's Permit Fee Schedule is reviewed on occasion to provide fair and competitive rates for construction/improvement permits within the City limits.

Residential roofing and siding are two permits that not all surrounding jurisdictions are currently requiring homeowners to get. He feels we are potentially causing an undue burden for citizens and code compliance as well.

Staff was authorized to remove fees and the requirement of the two permits as recommended, and to place this item on the next Council agenda for approval.

7. DAVENPORT ROAD UPDATE

{C}

City Engineer Margie Pozin Staff updated Mayor and Council on recent options being discussed with the GA Dept. of Transportation regarding the intersection of Davenport Road and Buford Highway.

With recent review, the City is allowed to extend the median which will temporarily create a safer intersection. She said that we might get a traffic signal in operation ahead of schedule as early as late summer 2023, may get the at-grade crossings in operation in late 2023/early 2024, and could potentially get the quiet zone in effect as early as the second quarter of 2024.

8. GA. DEPT OF TRANSPORTATION - SR 120 COORDINATION {D}

City Engineer Margie Pozin came forward to report on available choices for wall treatments and handrail along State Route 120. After discussion, Mayor and Council agreed on using form liner with stain, with simple vertical black railing.

Signage and landscaping are also important and can be addressed later.

III. MATTERS FROM COUNCIL

Chief was asked if there have been complaints regarding the overnight parking ordinance. She said that there was a long warning period, but the officers have just started writing citations. The city manager also noted the importance of keeping the streets clear due to the upcoming automation of trash service.

Questions were raised about economic development activities on the corner of Peachtree Industrial Blvd. and Pleasant Hill as well as PIB south of the intersection, and the effect of the medians on businesses. Staff responded that several businesses have come in to get permits in that area.

A suggestion was also made to require that all address markers are lit at night for deliveries as well as enhanced safety measures for first responders.

IV. ADJOURNMENT

Meeting adjourned at 7:45pm.

Approved this 13 day of March, 2023.



Mayor Nancy Harris

ATTEST:



Asst. City Mgr./City Clerk, Teresa Lynn