CITY COUNCIL

Donna Pittman - Mayor
Bob Roche – District 2
Karen Pachuta – District 3

Pam Fleming – District 1
Brian Bates – District 2
Maria Alexander – District 3
Mayor Pro-Tem

AGENDA

September 6, 2011 6:30 PM

I. **CALL TO ORDER**

II. **PLEDGE OF ALLEGIANCE**

III. **ROLL CALL**

IV. **APPROVAL OF MINUTES:**

- August 15, 2011

V. **CEREMONIAL PRESENTATIONS, CITY ANNOUNCEMENTS, SPECIAL GUESTS:**

Proclamation declaring the week of Sept 5th as "Mayor Ray Jenkins Week"

VI. **PUBLIC COMMENTS ON AGENDA ITEMS**

VII. **REPORTS: DEPARTMENTS**

a. Mayor
b. City Attorney
c. Police
d. Courts
e. Public Works
f. Library
g. Parks & Recreation
h. City Hall
   - 2011 LCI Implementation Grant – Luke Howe
i. Planning & Zoning
   - U&CF Grant – Management Plan – Steven Strickland
   - 2nd Reading Tree Removal Permit Ordinance – Steven Strickland
     (1st reading August 15, 2011)
   - 2nd Reading Tree Removal Permit Ordinance Fees – Steven Strickland
     (1st Reading August 15, 2011)
   - Phase III Stormwater CIP – Steven Strickland

VIII. **OLD BUSINESS**

1. 2nd Reading – Amendment to Sanitation Code, Section 15-44(5) – Mayor Pittman (1st reading August 15, 2011)

2. Pension Plan (Carried Over)

IX. **NEW BUSINESS**

1. Lift Hiring Freeze to fill Finance Director position – Mayor Pittman

X. **REPORTS: COMMITTEES, COMMISSIONS, BOARDS AND APPOINTMENTS:**

XI. **PUBLIC COMMENTS:**

XII. **EXECUTIVE SESSION:**

XIII. **ADJOURNMENT:**

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AGENDA ITEM REQUEST SHEET

AUGUST 31, 2011

Subject: Proclamation declaring the week of September 5th as "Mayor Ray Jenkins Week" in honor of the late Mayor's birthday

Date of Meeting: September 6, 2011

Budget Impact: □Yes □ No

Budget Impact Amount: $ N/A

Funding Source:

- □ Annual
- □ Capital
- □ Grant(s)/ Technical Assistance
- ■ N/A

Regular	■
Work Session	□
Recommendation	□
Policy/Discussion	□
Report	□
Other	□

Department: Administrative **Department Head:** Mayor

Action Requested: The Mayor will present a proclamation to the family of the late Mayor Ray Jenkins, declaring the week of September 5, 2011 as "Mayor Ray Jenkins Week" in the City of Doraville in honor of the late Mayor's September 5th birthday. The proclamation would also declare September 5th as "Mayor Ray Jenkins Day" from henceforth to be observed annually along with Labor Day as a tribute to Mayor Jenkins' 35 years of service to the City.

If you have any additional questions, please don't hesitate to contact me.

Respectfully,

S/Luke Howe
Assistant to the Mayor

the city of Doraville℠

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AGENDA ITEM REQUEST SHEET

AUGUST 31, 2011

Subject: **2011 LCI Implementation Grant**

Date of Meeting: September 6, 2011

Budget Impact: □Yes □ No

Budget Impact Amount: $ N/A

Funding Source:

- □ Annual
- □ Capital
- ■ Grant(s)/ Technical Assistance
- □ N/A

Regular	■
Work Session	□
Recommendation	□
Policy/Discussion	■
Report	□
Other	□

Department: Administrative

Department Head: Mayor

Action Requested: Staff will be presenting the City's two LCI pre-qualified projects – the New Peachtree Road and Park Avenue Renovation projects – for discussion and feedback purposes.

Background: Every two years, the Atlanta Regional Commission makes a call for LCI pre-qualified projects. The City recently concluded the design phase of both projects, which was funded through the MARTA Offset program, a special call for LCI funding. LCI funds originate from the U.S. Department of Transportation, who requires a 20% local match. According to U.S. DOT policy, "soft costs" or costs associated with design cannot count towards the match. Other sources of federal funding, such as the CDBG program, cannot be applied towards the match.

The grant application is due September 23, 2011. In addition to the application itself, a resolution from the governing body supporting the project is required. ARC is expected to announce recipients by late November 2011. LCI implementation projects are long-term projects that typically take between 2-4 years to complete. The City's match would be spread out over the course of this 2-4 year timeframe. Grant funds are dispersed to

local governments on a reimbursement basis. Each invoice submitted is reimbursed 80%.

LCI implementation projects are eligible to receive up to $4 million. Both projects are estimated at $4.4 million. If certain amenities such as pedestrian lamps or street furniture were cut out of each project, then the City could potentially submit both pre-qualified projects for consideration. The estimated costs for the New Peachtree Road and Park Avenue Renovation Projects are $2.7 million ($540,000 match) and $1.7 million ($340,000 match), respectively.

Recommendation: Staff recommends submitting the New Peachtree Road Project for consideration as this project stands the best chance of being approved by the ARC.

This agenda item is being introduced for discussion purposes. Council could elect to make a decision at the September 19th meeting.

The following are hypothetical scenarios for reducing the total project costs:

1. New Peachtree Road Project Construction Cost Estimate

a. Total Project Construction Cost Estimate = $2,700,000
b. Minus pedestrian lights = $1,900,000
c. Minus traffic signal upgrades = $2,100,000
d. Minus pedestrian lights and traffic signal upgrades = $1,300,000 ($260,000 match)

2. Park Avenue Project Construction Cost Estimate

a. Total Project Construction Cost Estimate = $1,700,000
b. Minus pedestrian lights = $1,400,000
c. Minus traffic signal upgrades = $1,500,000
d. Minus pedestrian lights and traffic signal upgrades = $1,200,000 ($240,000 match)

If you have any additional questions, please don't hesitate to contact me.

Respectfully,

S/Luke Howe
Assistant to the Mayor

THE CITY OF DORAVILLE
AGENDA ITEM SHEET

Subject: U&CF Grant – Management Plan

Date of Meeting: Sept 6, 2011

Budget Impact: Yes

Budget Impact Amount: $ 4,000.00

Funding Source: Tree Bank
( )Annual
( )Capital
( )N/A

Regular Meeting	(X)
Work Session	( )
Recommendation	( )
Policy/Discussion	( )
Report	( )
Other	( )

CITYOFDORAVILLE CITYOFDORAVILLE CITYOFDORAVILLE CITYOFDORAVILLE CITYOFDORAVILLE

Action Requested: City Council to approve entering into a contract with the GA Forestry Commission to receive Federal grant money

History, Facts, Issues: Grant is for Tree Survey / Management Plan for Autumn and Brook Parks. Grant is a $5,000 matching. City has been donated $1,000 in-kind / volunteer and will pay $4,000 from the Tree Bank.

Options: Approve or identify required changes

Recommended Action: Approval

Department: Arborist

Department Head: S Strickland

Administrative Comments and Recommendation: _____

Action Taken By Board: _____

THE CITY OF DORAVILLE
AGENDA ITEM SHEET

Subject: Tree Permit and Fee
Schedule Ordinances
Date of Meeting: Sept 6, 2011

Budget Impact: Permit revenue

Budget Impact Amount: $ 25.00 permit fee

Funding Source:
( )Annual
( )Capital
( )N/A

Regular Meeting	(X)
Work Session	( )
Recommendation	( )
Policy/Discussion	( )
Report	( )
Other	( )

CITYOFDORAVILLE CITYOFDORAVILLE CITYOFDORAVILLE CITYOFDORAVILLE CITYOFDORAVILLE

Action Requested: City Council to approve two (2) ordinances

History, Facts, Issues: Second reading. Requested changes from the Council have been made

Options: Approve or identify required changes

Recommended Action: Approval

Department: Arborist

Department Head: S Strickland

Administrative Comments and Recommendation: _____

Action Taken By Board: _____

THE CITY OF DORAVILLE
AGENDA ITEM SHEET

Subject: Phase III Stormwater CIP

Date of Meeting: Sept 6, 2011

Budget Impact: Yes

Budget Impact Amount: $ 25,000.00 - CERM
$ 120,000.00 appx - construction

Funding Source: Stormwater
( )Annual
( )Capital
( )N/A

Regular Meeting	(X)
Work Session	( )
Recommendation	( )
Policy/Discussion	( )
Report	( )
Other	( )

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Action Requested: City Council to approve entering into a contract with CERM for phase III – construction RFP and project management.

History, Facts, Issues: Phase III is construction repairs to the stormwater system – Capital Improvement Plan. Council asked for a contract.

Options: Approve or identify required action

Recommended Action: Approval

Department: Stormwater

Department Head: S Strickland

Administrative Comments and Recommendation: _____

Action Taken By Board: _____

THE CITY OF DORAVILLE
AGENDA ITEM SHEET

Subject:

Date of Meeting: 8/15/11

Budget Impact: ___Y ___ N

Budget Impact Amount: $_____

Funding Source:
( )Annual
( )Capital
( )N/A

Regular Meeting ( )
Work Session ( )
Recommendation ( )
Policy/Discussion ( )
Report ( )
Other ( )

CITYOFDORAVILLE CITYOFDORAVILLE CITYOFDORAVILLE CITYOFDORAVILLE CITYOFDORAVILLE

Removal of Garbage containers

History, Facts, Issues: Brought to my attention that the revised ordinance left out the time of removal

Options: possibly change the time of removal from 7:00pm to 9:00 pm.

Recommended Action: To Adopt Ordinance

Department: _____ Department Head: _____

Administrative Comments and Recommendation: _____

Action Taken By Board: _____

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DIVERSITY | VITALITY | COMMUNITY

AGENDA ITEM REQUEST SHEET

AUGUST 31, 2011

Subject: **Finance Director**

Date of Meeting: September 6, 2011

Budget Impact: □Yes □ No

Budget Impact Amount: $ N/A

Funding Source:

- □ Annual
- □ Capital
- □ Grant(s)/ Technical Assistance
- ■ N/A

Regular	■
Work Session	□
Recommendation	□
Policy/Discussion	■
Report	□
Other	□

Department: Administrative

Department Head: Mayor

Action Requested: Mayor will formally request that the Council lift the hiring freeze in order to fill the vacant position of Finance Director.

Background: The position of Finance Director was recently vacated. Before the City can begin the search for a new full-time Finance Director, the Council must lift the imposed hiring freeze.

Respectfully,

S/ Mayor Donna Pittman