



**CITY OF DAHLONEGA
WORK SESSION MEETING MINUTES
MAY 18, 2017
4:00 p.m.**

The Dahlonega City Council met Thursday, May 18, 2017 for a Work Session.

Council Members Michael Clemons, Bruce Hoffman, Ron Larson, Sam Norton and Mayor Gary McCullough were present. Council member Mitchell Ridley and Roman Gaddis was absent. The following staff members were present: City Manager Bill Schmid, City Attorney Doug Parks, Director of Planning and Zoning Chris Head, Finance Director Melody Marlowe, Public Works Director Mark Buchanan. City Clerk Kimberly Smith was absent. Downtown Development Authority Director Rebecca Shirley joined the meeting shortly after it began.

The Work Session began at 4:00 p.m.

Information Technology Services Contract Award

City Manager Schmid and Finance Director Melody Marlowe reported that Staff recommended, after a Request for Proposal process, a local company called APP Studios LLC to be engaged by contract to handle IT Services at a cost of \$24,000 a year. The scope of work is all-inclusive for the Network, PC's and Third Party providers. The Website would be an add-on during the Second Phase of the project at an additional cost. We currently use Kyle Parker who now has a full-time job.

TE Agreement for Streetscapes

Public Works Director Mark Buchannan requested Council consideration of entering into an agreement with the GA DOT for completion of the Transportation Enhancement Project on Chestatee Street. We are within budget with this project, at an estimated cost of \$297, 562.00. Funding is provided by GA DOT through Federal Highway Administration at \$238,049.60 and \$59,512.40 by the City of Dahlonega. Mark is asking for Board to sign this agreement. Mark has the whole package available if anyone wants to see the full scope of the project.

Project Management for Streetscapes

Staff requested Council approval of additional hours/employment to adequately manage public works projects, particularly the Streetscape project. The Board inquired if this was in budget, both Public Works Director Mark Buchannan and City Manager Schmid attested that it was within Budget.

WK Dickson Amendment 2

Request to amend the current contract we have with WK Dickson for the purpose to update the Water Conservation Plan and Drought Contingency Plan at a quoted price of \$14,000. No questions.

Festival Alcohol Tent Alternate Location

Councilman Norton gave out Literature concerning an alternate location for the Alcohol Tent Location used during Festivals, having already discussed this issue with Council and Staff. This proposal would be an option. The location is the corner of Hancock Park at Hawkins and Meaders Street. This does not propose any changes to the current Ordinance or restrictions. This just offers another location that would be off the street and allow more foot traffic to the Road. The move to the Hancock Park would allow a green space for the Tent area, and give less of a punitive and restrictive feel to Alcohol Tent. Schematics needs to be addressed as well as enforcement officers.

Councilman Hoffman discussed the need to further understand which festivals needed Alternate location; Bear on the Square seemed to work well in the current location.

Councilman Norton stated this alternate location idea would be an opportunity to loosen some of the Alcohol restrictions as it relates to the Park and Public Area. Councilman Ridley and Councilman Gaddis expressed to Councilman Norton, this as a good starting point and exactly what we should do.

Councilman Larson sees this as a soft proposal and warrants trying out.

Councilman Clemons discussed how to structure the fees for the Tent. Councilman Norton stated that there were options under discussion and should be discussed later.

Public Works Director (PE) Discussion

City Manager Bill Schmid proposes to Name the position City Engineer / Public Workers Director.

The Board agrees with the recommendation.

Old Water Plant Pump Station Financing

Finance Director Melody Marlowe outlined the Emergency Loan application for the Rehabilitation of the Old Water Treatment Plant Pump Station. The Loan was approved for up to \$500,000 at a rate of 0.81% for a ten-year period.

The pump is estimated at \$297,000.00 with additional cost of engineering fees, construction cost and other necessary equipment as stated by City Manager Schmid and Public Works Director Mark Buchannan.

The Board inquired if the Loan was a line of credit and Finance Director Melody Marlowe agreed.

GIRMA- Renewal of Property and Liability Coverage

The Board was asked to renew property and liability insurance coverage with the Georgia Interlocal Risk Management Agency (GIRMA)

Water and Sewer Rate Study Summary

This is for informational purpose in anticipation of further discussion during the FY2018 budget. No action is needed at present.

Update on Streetscapes

Public Works Director Mark Buchannan gave a visual overview of the current Streetscapes project to update the Board on the progress at this point. The Board had a good discussion with the Public Works Director Mark Buchannan to understand the scope of the project in relationship to the cost and the safety aspects of the walkways, sidewalks and side streets.

City Attorney Comments

City Attorney Parks stated that Governor signed Bill 172- Hotel/ Motel Excise Tax. We will discuss a revised ordinance at a later meeting.

Councilman Sam Norton requested a copy of the Hotel/Motel Excise Bill be sent to the Lumpkin County Board of Commissioners. City Attorney Parks said he would make it happen.

The Work Session meeting adjourned at 5:00 P.M.

Respectfully Submitted,

Mary Csukas