



City of Roswell

38 Hill Street
Roswell, Georgia 30075

Meeting Minutes Community Development and Transportation Committee

Mayor Jere Wood
Council Member Nancy Diamond
Council Member Rich Dippolito
Council Member Kent Igleheart
Council Member Jerry Orlans
Council Member Betty Price
Council Member Becky Wynn
City Administrator Kay Love

Wednesday, December 22, 2010

8:00 AM

Room 220

Meeting was called to order at 8:03 a.m.

CALL TO ORDER/ROLL CALL

Present: 7 - Mayor Jere Wood; Council Member Nancy Diamond; Council Member Rich Dippolito; Council Member Kent Igleheart; Council Member Jerry Orlans; Council Member Betty Price and Council Member Becky Wynn

Staff present: Kay Love – City Administrator; Michael Fischer - Deputy City Administrator; Alice Wakefield – Community Development Director; Steve Acenbrak – Director of Transportation; David Low – Deputy Director of Transportation; Clyde Stricklin – Land Development Manager; Brad Townsend – Planning and Zoning Director; Bob Hulsey – Assistant City Attorney; Bill Keir – Economic Development Director; Andrew Antweiler - Transportation Planner; Chris Chovan - Transportation Planning Manager; Franco DeMarco – Engineering Design Manager; Mike Elliott – Traffic Operations Supervisor; Jennifer Erdmann - Grants Specialist; Jean Rearick – City Engineer; Muhammad Rauf – Transportation Engineer; Steve Buckley – Senior Transportation Engineer; Police Sergeant Kevin Smith; Angel Stark – Community Development Administrative Assistant; Kim Weber - Transportation Administrative Assistant; and Marlee Press – Executive Assistant to Council.

Minutes of the November 22, 2010 committee meeting were approved.

Community Development

1. Consideration of Road Closure for the Chattahoochee Nature Center's 10th Annual Chattahoochee Challenge on Saturday, February 12, 2011

- *The CNC is sponsoring the 10th Annual Chattahoochee Challenge on Saturday, February 12, 2011 and requests road closures from 7:00 a.m. to 10:00 a.m. They request that the following roads to be closed for the event: Willeo Road to Azalea Road, turning around at Hwy 9 and coming back to the Nature Center along the same route. This event has been approved in the past. The cost to the City is \$3,835.43.*
- *CNC has revised the route this year so that it doesn't go into Cobb County. By doing that it did decrease the cost of the event.*

A motion was made by Council Member Kent Igleheart, seconded by Council Member Becky Wynn, that the Road Closure approved. The motion carried by the following vote:

In Favor: 6 - Mayor Wood; Council Member Dippolito; Council Member Igleheart; Council Member Orlans; Council Member Price and Council Member Wynn

2. Consideration of Lane and Intersection Closures for the Georgia Transplant Foundation Tri Roswell on Sunday, May 22, 2011

- *The organizers, Georgia Transplant Foundation and Bike Roswell request permission to temporarily close lane and intersections along Holcomb Bridge Road from a route starting at Old Alabama Road going toward Fire Station #7 near the City of Roswell boundaries in order that bicycles may cross these intersections safely. The Tri Roswell event is scheduled from 6:00 a.m. to 4:00 p.m. The bicycles will be crossing these intersections no later than 9:00 a.m. The remainder of the event will be on the Kimberly Clark Campus. A permit from GDOT has been submitted for approval. There are no costs to the City. Costs of \$2,388 for City of Roswell services will be paid by the organizers. They are not asking for sponsorship.*
- *This event was approved at the August 25, 2010 committee meeting for October 2010. The organizer canceled the event after approval and would like to reschedule it for Sunday, May 22, 2011.*
- *Councilmember Orlans had concerns about closing Holcomb Bridge Road for such a long period of time. Steve Acenbrak said it only needs to be closed for the bicycle portion which will be about 2 hours. He added that it will be the center two lanes closed and not the whole road. Staff was requested to add specific language about the timing of the road closure for Holcomb Bridge Road.*

A motion was made by Council Member Becky Wynn, seconded by Council Member Jerry Orlans, that the lane and intersection closures be approved. The approval for the road closure is only for the early morning hours for the time the bicycles will be on Holcomb Bridge Road which is from 6:00 a.m. to approximately 8:30 a.m. Staff was requested to have that language specified when the organizers are notified of the approval. The motion carried by the following vote:

In Favor: 6 - Mayor Wood; Council Member Dippolito; Council Member Igleheart; Council Member Orlans; Council Member Price and Council Member Wynn

3. Consideration to accept a Natural Area Conservation Easement

- *Easements are provided by the developments to offset certain water quality requirements as established in the Post Development Stormwater Management ordinance. The 1.08 acres easement provided by Kenneth Burson is located in the Sharpshooters development at 11261 Alpharetta Highway.*
- *Mayor said it has always been his request when developing along creeks to pursue a trail easement. He would like the city to continue that negotiation with that property owner. He doesn't see how the multi-use trail conflicts with their use.*

A motion was made by Council Member Becky Wynn, seconded by Council Member Jerry Orlans, that the acceptance of this easement be placed on the Mayor and City Council agenda for 1/10/2011. Mayor Wood abstained from this first vote. Council Member Betty Price also made a second motion to pursue an access agreement for a multi-use trail. That was seconded by Mayor Wood and all of the committee approved the second vote. Staff will continue to pursue this second approval. The first motion carried by the following vote:

In Favor: 6 - Council Member Diamond; Council Member Dippolito; Council Member Igleheart; Council Member Orlans; Council Member Price and Council Member Wynn

Abstain: 1 - Mayor Wood

4. Consideration of a Proposed text amendment adding Human Signs/Live Signs as an allowed sign to Section 22 of the Zoning Ordinance

- *This item was discussed at the November 22, 2010 Committee meeting. Staff was asked to look at some options regarding incorporating "human/live" signs with the banner provisions for a specific period of time. The text amendment includes a definition of human sign and limitations like the temporary banner signage Section of the Code.*
- *The drafted language for the human sign is a sign that is worn (including costumes) or held by a human for commercial advertising or promotion purposes.*
- *Additional language was drafted to read: Human signs as defined in this Article are considered a temporary sign and are subject to special permit allowing usage of this type of advertising for a period consisting ten (10) consecutive days. Human signs are limited to one per individual establishment for a total of forty (40) days in a 12-month period. Human signs are not allowed on the public right-of-way including the public sidewalk. The human shall be located on the same parcel containing the individual business establishment being advertised or promoted. Human signs may not be combined with any other type of temporary signage.*
- *There were still a lot of concerns from Council regarding these signs.*
- *Councilmember Price moved to initiate the text amendment. The Mayor seconded the motion. The motion failed because there was not support from the other Councilmembers.*

A motion was made by Council Member Jerry Orlans, seconded by Council Member Becky Wynn, that the text amendment be deferred and placed on the Community Development and Transportation Committee agenda for 1/26/2011. Staff will work on the language using recommendations from Council at this committee meeting. The motion carried by the following vote:

In Favor: 7 - Mayor Wood; Council Member Diamond; Council Member Dippolito;
Council Member Igleheart; Council Member Orlans; Council Member
Price and Council Member Wynn

5. **Consideration of a Letter of Support for Gwinnett Technical
College North Fulton campus**

- *The Roswell/Alpharetta Committee working on the Gwinnett Technical College North Fulton Campus initiative is putting together the response to the Indication of Interest (IOI). One of the components of the proposal package is letters and/or Resolutions of support from local governments, businesses, schools, etc. The Committee has requested that the cities of Roswell and Alpharetta write letters of support for a campus in the North Fulton area.*
- *Councilmember Wynn wanted it confirmed that this letter of support does not obligate the city to any financial support. Kay Love confirmed this letter is just stating that Roswell supports this institution in the area.*

A motion was made by Council Member Jerry Orlans, seconded by Council Member Nancy Diamond, that a letter of support from the city of Roswell for a campus in the North Fulton area be drafted. Staff will send the letter to Mayor and Council for their review first before the letter is sent out. The motion carried by the following vote:

In Favor: 7 - Mayor Wood; Council Member Diamond; Council Member Dippolito;
Council Member Igleheart; Council Member Orlans; Council Member
Price and Council Member Wynn

6. **Parking in the Historic District**

- *This issue was discussed at the request of Mayor Wood.*
- *Mayor Wood said the parking needs in the district need to be looked at.*

Staff will start looking at the parking issues and will bring this back to a future committee meeting.

Transportation

7. Consideration to award a design contract to Reynolds, Smith and Hillis, Inc. (RS&H) for the Hardscrabble Green Loop Phase 1 design project in the amount of \$562,046.83

- *RFQ 10-287-B was issued and sixteen (16) responses were received. A two-tiered qualifications-based selection (QBS) process was used to determine the most qualified consultant team to undertake the design of a portion of the Green Loop along Hardscrabble Road from Sweet Apple Elementary School to Roswell High School along with several intersection improvements. Three consultant teams were short-listed to submit proposals. The proposals were evaluated using criteria such as project management and project experience to determine the top-ranked team.*
- *This project is part of the Roswell Loop which will help connect all the parks. The project also includes intersection improvements at West Chaffin, East Chaffin and Wexford which have already been approved. Approved.*
- *RS&H was the most qualified, responsive and responsible proposer in the amount of \$562,046.83 which includes concept, public involvement, environmental, database prep, preliminary design, right of way plans and final plans. Funds in the amount of \$688,614.56 are approved and available for design from Impact Fees. Steve Acenbrak added that most of the construction of the project will be paid for with Federal money.*

A motion was made by Council Member Becky Wynn, seconded by Council Member Rich Dippolito, that awarding this design contract be placed on the Mayor and City Council agenda for 12/27/2010. The motion carried by the following vote:

In Favor: 7 - Mayor Wood; Council Member Diamond; Council Member Dippolito; Council Member Igleheart; Council Member Orland; Council Member Price and Council Member Wynn

8. Consideration to sign an agreement with AT&T for the removal of nineteen (19) cable crossings over Alpharetta Highway on the Midtown Streetscape project in the amount of \$8,755.33

- *Staff has been working with various utility companies to attempt to remove the visual aerial clutter along the SR9 Midtown Streetscape. So far, AT&T has agreed to consolidate aerial drop wires crossing Alpharetta Street. This will reduce the number of crossings by nineteen (19). Funds in the amount of \$1,193,615.28 are available in the Midtown Streetscape Project fund.*
- *Staff is continuing to work with the other utility companies to remove some of their cables and wires.*

A motion was made by Council Member Becky Wynn, seconded by Council Member Kent Igleheart, that the agreement with AT&T be placed on the Mayor and City Council agenda for 12/27/2010. The motion carried by the following vote:

In Favor: 7 - Mayor Wood; Council Member Diamond; Council Member Dippolito; Council Member Igleheart; Council Member Orland; Council Member Price and Council Member Wynn

9. Discussion of Plum Street Improvements - Guidance

- Staff has been working over the past several months with the Blue Ribbon Committee on a potential redevelopment of the Roswell Commons area, bounded by Norcross Street to the South, Alpharetta Street (SR 9) to the West and Cherry Street to the North. Redevelopment in this area could create better connectivity for drivers by creating more of a grid network.
- Recently, a local developer asked staff to consider changing the direction of traffic flow on Plum Street. Currently, Plum Street is a one lane road allowing westbound traffic from Green Street to Canton Street. The developer and staff have contacted several business owners with the majority supporting changing the flow from westbound to eastbound in order to improve visibility and access. Staff is in the process of making this change and will be monitoring traffic flow in the area for the next several months.
- Staff has developed several concepts to further improve mobility and access in the area of Plum Street. Improvements include a slight widening and realignment of the center line, allowing two-way traffic along Plum Street, additions of curb and brick sidewalks, an improved intersection with SR 9/Alpharetta Highway and possibly some additional landscaping. Drainage in the area will also be improved. Preliminary cost estimates (construction and right-of-way) range from \$300,000 to \$550,000.

Committee approved with staff's recommendation to change the direction of traffic flow on Plum Street. The flow will change from westbound to eastbound. Since this is an operation issue, staff will proceed with making this change without having to bring it back to Mayor and City Council for a vote. Staff was also requested to do a Master Plan of that whole area (the Roswell Commons area - Norcross Street, Plum Street, Cherry Street, Green Street and up to Alpharetta Street) and give Council a few options of what can be done to improve that area.

10. Roswell Received the Local Government Certification from the Georgia Department of Transportation (GDOT)

- In April of this year, Mayor and Council approved staff to apply for local government certification with GDOT. This is a state-wide effort to place more responsibility with the local government.
- This is a new certification program for local governments to administer projects that involve Federal funds. The guidelines stated that the local government must possess an adequate organizational structure and processes, as well as experienced employees for project development that promote on-time project delivery. The benefits for the qualification are the time and cost savings related to the local governments authority to develop, advertise, award and manage projects. GDOT told all agencies that it will no longer approve Project Framework Agreements (PFAs) in which the local government is not certified.
- The requirements consisted of an interview with GDOT staff, staff members attending Local Administered Project (LAP) manual training and Plan Development Process (PDP) training. Staff also had to show that the city's procurement guidelines are established and that staff maintains all of the necessary state & federal design manuals. The City received notification on November 30, 2010, that Roswell was officially designated as a Certified Local Government by GDOT.

Fire

11. Discussion of a Better World Books Book Drive Challenge -
Guidance

- *The book drive is organized and executed through Better World Books and they will provide collection bins and marketing materials. All books are accepted including textbooks. Better World Books will sell, donate or recycle all books collected and a portion of the proceeds will be donated to Star House. The tentative plan is for a month long drive to occur in March 2011.*
- *Roswell Fire and Police Departments could challenge the departments of the five other North Fulton Cities to see who can collect the most books to benefit STAR House Foundation. STAR House is an after-school educational program serving North Fulton County students. There are approximately 200 children in the STAR House program.*

A motion was made by Council Member Becky Wynn, seconded by Council Member Kent Igleheart, that the city can participate in the Book Drive and have drop off points for the books. The motion carried by the following vote:

In Favor: 6 - Council Member Diamond; Council Member Dippolito; Council Member Igleheart; Council Member Orlans; Council Member Price and Council Member Wynn

Meeting adjourned at 9:32 a.m.