



City of Roswell

38 Hill Street
Roswell, Georgia 30075

Meeting Minutes Public Safety and Public Works 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

Tuesday, November 9, 2010

5:00 PM

Room 220

(Immediately following the Administration and Finance and Recreation and Parks committee meeting)

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

Meeting was called to order at 5:04 p.m.

CALL TO ORDER/ROLL CALL

Staff Present: Kay Love – City Administrator; Michael Fischer – Deputy City Administrator; Police Chief Ed Williams; Fire Chief Ricky Spencer; Joe Glover – Director of Recreation and Parks; Julia Luke – Finance Director; Bob Hulsey – Assistant City Attorney; Stu Moring - Director of Environmental/Public Works; Alice Champagne - Water Resources Manager; Danny Blich - Grants Manager; Keith Lee - Director of Strategic Planning & Budgeting; Dennis Miller - Building Operations Manager; and Marlee Press, Executive Assistant to Council.

Minutes of the October 12, 2010 committee meeting were approved.

Fire

1. Monthly Mutual Aid Report

- *Chief Spencer presented the mutual aid report for October 2010. For the month of October Roswell received 15 calls and Roswell gave 9 times. For the year so far, Roswell received mutual aid 155 times and gave 145 times.*

Chief Spencer will update the committee monthly on mutual aid.

2. Discussion of Larry Garrard Waterline Cap at Fire Station #7 at Holcomb Bridge Road - Guidance

- *Larry Garrard has requested an easement to utilize the existing water line that is owned by Fulton County and is City property. Mr. Garrard is asking permission to tap into the water line before it reaches the City of Roswell meter so that he may have access to public water on his property. The Fire Department supports this easement to ensure a positive water source on his property in the event of a fire. The Water Resources Division does not have any issues with this request as it would not impede or interfere with the water service to the Fire Station. Mr. Garrard would be responsible for all construction costs returning the City's property back to its original state when completed.*
- *Mayor asked if the easement is in a location that it would not interfere with any potential future operations. Chief Spencer replied the actual site of the vault has not yet been determined because that will be coordinated with Fulton County and Mr. Garrard. Mayor said he has some concerns because a vault is more than just an easement and Council should take a harder look at this. He said tapping into a sewer line is different than a vault because a vault is actually an improvement on the property, which means you can't use that piece of property except for that vault. Bob Hulse said his understanding is that Mr. Garrard only needs the tap and the vault will be on his own property because his plan is to eventually put in a subdivision.*

A motion was made by Council Member Nancy Diamond, seconded by Council Member Becky Wynn, that the city approves an easement to Larry Garrard. The motion carried by the following vote:

In Favor: 6 - Mayor Wood; Council Member Diamond; Council Member Igleheart; Council Member Orleans; Council Member Price and Council Member Wynn

3. Discussion of the alternate site plan for the relocation of Fire Station #4 to the Big Creek Property - Guidance

- *A conceptual site plan has been developed by staff to include a one story, three bay station for the location of a fire station on the Big Creek Park property located on Old Alabama Road. This site is located on the north end of the property adjacent to the Crabtree Dr Subdivision. This project will take 3 acres. The reason this area was chosen was because it would be on the front of the property that has the least amount of site work to be done.*
- *Mayor said as part of the public input he recommends that staff bring this to the Recreation Commission prior to the public information meeting. Joe Glover will bring it to their November 18th meeting but he said it has been discussed with them and they were not in favor of this location but they have not seen this site plan. Mayor requested that if Council chooses to put it on this property, he would still like the Recreation Commission to list their specific comments.*

A motion was made by Council Member Nancy Diamond, seconded by Mayor Jere Wood, that staff can move forward with scheduling a Public Information meeting on Tuesday, November 30th from 7:00 p.m. to 9:00 p.m. at the East Roswell Recreation Center to get public input on this issue. Staff will also put this on the Recreation Commission agenda for the Thursday, November 18th. The motion carried by the following vote:

In Favor: 6 - Mayor Wood; Council Member Diamond; Council Member Igleheart; Council Member Orleans; Council Member Price and Council Member Wynn

Police

4. Consideration to award a contract to ACISS Systems Intelligence Software for Police and Call Center in the amount of \$37,427

- *ACISS software contract includes case management/intelligence; gang intelligence; tips & tasks for lead management; telephone analysis package; users licenses; case management training (5 days, on-site); system administration training (via webex); installation and security setup; data conversion & interfaces; annual ACISS support and update.*
- *Chief Williams stated this software is a continuation of other items received from the Federal Government and other sources and found this will help tremendously in keeping up with gang and drug intelligence. This will help Roswell share information with the neighboring communities in North Fulton.*
- *Total first year cost of the ACISS contract for professional services and support is projected at \$37,427 and will be paid from the Confiscated Funds Account.*
- *Councilmember Wynn asked about the cost after the start up. Chief Williams stated the maintenance fee is \$3,927 per year, and is a General Fund Operating Budget. Councilmember Diamond asked if this money is in the budget or will it be a new request. Chief replied it would be a new request next year.*
- *Councilmember Wynn asked if the system would need to be upgraded, how often it would need to be done and the cost. Chief replied that is all part of the maintenance fee.*

A motion was made by Council Member Nancy Diamond, seconded by Council Member Becky Wynn, that awarding this contract to ACISS Systems Intelligence Software be placed on the Mayor and City Council agenda for 11/22/2010. The motion carried by the following vote:

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

Public Works

5. Consideration to award a bid to Consolidated Disposal Systems, Inc. for a replacement Commercial Front Loader Garbage Truck to in the amount of \$213,975

- *Thirteen bids were received ranging from \$193,071 to \$236,489.67 for the Commercial Front Loader. Consolidated Disposal Systems, Inc. is the lowest, responsive, responsible bidder meeting specifications in the amount of \$213,975. \$256,924 is budgeted for this purchase in the Solid Waste Fund.*
- *Councilmember Price asked how it is determined that a lower bid is less responsive or less responsible. Stu Moring replied there is a series of specifications that are laid out and the ones that were lower did not meet all the specifications. This was the lowest bid that met all the specifications.*

A motion was made by Council Member Becky Wynn, seconded by Mayor Jere Wood, that awarding a bid to Consolidated Disposal Systems, Inc. be placed on the Mayor and City Council agenda for 11/22/2010. The motion carried by the following vote:

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

6. Consideration to award a bid to Municipal Equipment Sales, Inc. for a replacement Residential Rear Loader Garbage Truck in the amount of \$136,571

- *Six bids were received ranging from \$133,552 to \$148,415.15 for the Residential Rear Loader. Municipal Equipment Sales, Inc. was the lowest responsive, responsible bidder meeting specifications in the amount of \$136,571. \$178,575 is budgeted for this purchase in the Solid Waste Fund.*

A motion was made by Council Member Becky Wynn, seconded by Council Member Jerry Orleans, that awarding a bid to Municipal Equipment Sales, Inc. be placed on the Mayor and City Council agenda for 11/22/2010. The motion carried by the following vote:

In Favor: 6 - Mayor Wood; Council Member Diamond; Council Member Dippolito; Council Member Orleans; Council Member Price and Council Member Wynn

7. Consideration to establish billing rates associated with the Stormwater Utility Program

- *At a Mayor and Council Work Session on October 20, 2010 options were reviewed for funding the Stormwater Utility that was created by Mayor and Council on October 6, 2008. Five (5) options were identified.*
- *Since that Work Session, Kay Love said staff went back and reviewed the Sanitation Fund and there is a fund balance well above the required policy that will support the fund stably for a number of years to come, even with including looking at purchasing the necessary equipment. Staff looked at what would happen if the sanitation fees were reduced in an amount to try to off-set the stormwater fee. Staff feels they have come up with a solution that for most residential properties they wouldn't be paying any more in total with the implementation of the stormwater utility. There would be a reduction of their sanitation fee (both residential and commercial). Some people might pay a little less and there is a small group that would pay more but they are the people who have the largest amount of impervious surface.*
- *Keith Lee stated they evaluated a reduction fee for sanitation and that reduction would equal one equivalent residential unit (ERU) on the stormwater side. He said a residential customer who currently pays \$22 per month would have their monthly bill reduced by \$3.95. Their bill would become \$18.05/month so their annual reduction is \$47.40. He added that the annual reduction to the solid waste fund by reducing every bill by \$3.95 a month is \$1,175,994. Even with this decrease in the monthly bills of \$3.95, the solid waste fund balance will be \$9,900,000 above policy. Thru FY15 the available fund balance would still be \$6.7M.*
- *Mayor stated that assuming our cost is going to increase 2.5% a year on average at what point in time do we hit the wall. Kay Love replied almost never and there would not be a need for a fee increase unless there is a change to the level of service way beyond 5 years.*
- *Councilmember Igleheart asked what is projected for 2016 and beyond. Keith Lee said in 2016 they can continue to use fund balance for another 6 years and it can be reevaluated at that time. Kay Love said the city will still be abiding by that policy of fund balance of 16.6%. She said they anticipate carrying that out until they spend that fund down to policy. At that point, which would be in about a decade they can look at fees. Councilmember Wynn said that could be 10 years and by that time they*

would be able to re-evaluate how much the stormwater utility fee would have to have in the funding to be able to keep. Kay Love said they would be evaluating stormwater because it is going to be in its fund by itself. She said all they are looking at is reducing people's garbage bill, so they are not paying in as much to this (Solid Waste) fund because they are paying the difference over for a stormwater utility bill that is going in the other funds. She added it would be re-evaluated every year. Nothing would need to be done with the solid waste side.

- Councilmember Wynn asked how much this would bring into the city. Kay Love replied \$2.8M on the stormwater utility side.
- Councilmember Igleheart said this accomplishes what they have been trying to do without having an increase. He wanted to know why they would wait until 2012 if the cash is available now. Kay said they were trying to annualize everything for simplicity purposes but there is ample money to implement it as soon as Council is ready. Stu Moring said it will be FY2012. July 2011 is the earliest they can organize all of the information to do bills.
- Keith Lee stated everyone will receive a reduction in the solid waste fund. The city will pay its portion of the stormwater management and some people will pay less fees to the city, others will pay the same, and a small percentage of residential properties will pay more.
- Kay Love said the other reason from a staff perspective of doing it this way is this is simplistic and it is easy to explain about implementing the stormwater utility and this was deemed to be the most equitable way to do it. By reducing it by the ERU it is not specific to residential, it is all the same so it is all applied across the board, the same to all customers. Councilmember Diamond asked if the same credits would apply and this was affirmed.
- Councilmember Igleheart asked how this would impact a shopping center. Stu Moring replied the shopping center would be the non-residential so it would be how many ERU's they have, but their solid waste bill would be reduced by one ERU (\$3.95 reduction per billing unit which is per dumpster). Kay Love said staff will put together some examples of those to give Council some feedback on the sampling of the different people.
- Councilmember Price asked a philosophical question. If general taxes are based on value of the property, which some stretch indicates your demand on services. Councilmember Price said so we have gotten into these Enterprise funds, so when you talk about who has more impact on stormwater utility she wanted to know if that was taken into account in our general taxation scheme. Kay Love replied no because in the general taxes it pays for certain services. The city has set a fee for service based on charging people for the cost of those services in the Enterprise Fund. It doesn't have anything to do with the value of their house; it has to do with how much garbage they put out. Councilmember Price said she is trying to figure out the rationale of the comment that was made that it is more equitable to differentiate on the basis of stormwater. She said a more expensive house statistically is paying more to start off with and additionally subsidizing others. She is not sure it is fair to do this with this stormwater situation. Kay Love tried to clarify that from an equitable standpoint it matters not the purpose, it is the impervious surface they have. It doesn't matter the value, it is how much asphalt is there (impervious surface or any solid surface). Councilmember Price said it is going to correlate to the size of the house. Kay Love confirmed that it does correlate to the footprint. Councilmember Diamond added that if you have more impervious surface you are probably helping to create these stormwater issues. Councilmember Price didn't agree because she said if you have a house twice as big as someone else's house you may have more impervious surface, but your property could be 4 times as big, so you are not really creating any stormwater issues because you have more ground to absorb it. Councilmember Diamond said that is where the credits come in.
- Councilmember Price asked why every residential unit should not just be charged the same. Kay Love said they are charged the same based on their ERU. That is

the equity in it. If everybody only has one ERU they are only paying \$3.95 a month, but the bigger ones have more ERU equivalence, just like the value of their house they pay more taxes. Councilmember Price still had concerns about doing the stormwater utility this way. She said this just doesn't seem right to her.

A motion was made by Council Member Becky Wynn, seconded by Council Member Jerry Orlans, that this can move forward to implement a stormwater utility rate structure and implement a reduction in sanitation fees as of July 1, 2011. A date to bring it to a Mayor and City Council meeting was not decided because it will not be put on a Council meeting agenda until Council has the information they discussed tonight related to those people who will be paying more. 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

8.

Consideration of a Resolution to amend and modify the Note and Loan Agreement from the Georgia Environmental Facilities Authority (GEFA) for the South Atlanta Street Waterline Project

- *This action modifies the loan agreement only for Scope of Work, Project Budget and Project Schedule. This loan contract was approved by Mayor and Council on July 6, 2009. The loan amount remains not to exceed \$1,200,000. However, because the amount for the South Atlanta St. Waterline Project was well below the loan amount, it was recommended by the Georgia Environmental Protection Division (EPD) that the City request that GEFA modify the scope and budget and add additional Water Resources projects.*
- *Four (4) additional tasks were brought to the September 14, 2010 committee meeting and they were proposed to GEFA. Three were approved. These projects include: 1) South Atlanta St. additional design engineering construction oversight - \$29,900; 2) Jones Drive Waterline Project to replace 650 feet of existing 2-inch galvanized pipe with 8-inch ductile iron pipe - \$49,500; 3) Upgrade/Improve and add water quality sampling locations along waterlines - \$30,000.*
- *The fourth project that was not approved was the Filtration Water Treatment Plant Improvements/Study - \$55,650. Stu Moring said this project was not approved because GEFA prefers the money to be used for construction projects and not studies. This task remains to be done and will be completed within the approved FY2011 operating budget from the Water Fund.*
- *Mayor asked why GEFA is such a great deal. Stu Moring said that GEFA has a large borrowing power and they are subsidized by funds that come from the Federal Government for the State revolving loan fund. Kay Love added that it is cheaper for them to borrow it and the city can get it done cheaper now than if it was deferred to a later date. Stu added that the city gets a lower interest rate than normal because of the fact that the City was designated a WaterFirst community, so the city gets 1% off.*

A motion was made by Council Member Becky Wynn, seconded by Mayor Jere Wood, that this Resolution to amend and modify the Note and Loan Agreement from GEFA be placed on the Mayor and City Council agenda for 11/22/2010. The agreement will be modified to add the 3 additional Water Resources projects. The motion carried by the following vote:

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

9.

Consideration of a Resolution to accept a FY2010 Special

Appropriations Projects (SPAP) Grant in the amount of \$43,650 from the U.S. Environmental Protection Agency (EPA) and approval of a Budget Amendment for \$98,000

- *The SPAP federal grant funds will be used to address water quality issues in Hog Waller Creek at Roswell Area Park, which is listed as an impaired waterway on the Georgia 303(d) list for fecal coliform, by designing Stormwater Best Management Practices (BMPs) that specifically reduce the amount of fecal coliform bacteria runoff that reaches Hog Waller Creek. Joe Glover and his staff determined this is a good project that will benefit the park as well as water quality.*
- *Stu Moring said this is the grant that was established with assistance from our congressman and senators who have had this included in the Environmental Protection Bill. It is administered by USEPA. In previous years the Big Creek Park wetlands project was funded with this money. It was then known as STAG; now known as SPAP.*
- *Currently, impervious areas (parking lots) drain directly to Hog Waller Creek. The stormwater wetland will capture the first flush of pollutants from the parking lots and reduce the high velocity runoff from the impervious area. The wetland areas will provide volume storage of stormwater prior to discharging to the stream. Councilmember Dippolito asked if this is a water quality facility. Stu said it is but it won't look like a treatment plant but will look natural.*
- *Councilmember Price asked where this bacteria was coming from. Stu Moring said it is animal life within the park (dogs, geese, etc).*
- *The City will utilize funds located in the FY11 Stormwater Management approved budget for the required 55% match of \$54,350 for a total estimated project cost of \$98,000.*

A motion was made by Council Member Becky Wynn, seconded by Mayor Jere Wood, that this Resolution to accept a FY2010 SPAP grant and a budget amendment be placed on the Mayor and City Council agenda for 11/22/2010. The motion carried by the following vote:

In Favor: 6 - Mayor Wood; Council Member Diamond; Council Member Dippolito; Council Member Orleans; Council Member Price and Council Member Wynn

10.

Consideration of a Resolution to submit the necessary documents to the Georgia Environmental Protection Division (EPD) to apply for a Section 319(h) FY2011 Grant: Hog Waller Creek Best Management Practices (BMP) Demonstration Project - Dobbs Drive Parking Lot Watershed Improvement

- *This grant project will allow the City of Roswell to redevelop the Dobbs Drive Municipal Complex Parking Lot. It includes watershed management BMPs and will improve the infrastructure and provide a learning area for citizens to understand and participate in improving water quality within the City. The conceptual design for the Dobbs Drive Parking Lot Watershed Improvement Project will include a bioretention demonstration project, rain cistern, grassed channel, curb cuts, and pervious pavement on the Dobbs Drive property. The project will be designed to disconnect impervious areas and detain first flush stormwater runoff velocity and volume to improve water quality by decreasing total suspended solids (TSS), fecal coliform and metals. The project will be combined with indoor and outdoor classroom spaces to educate citizens and City staff to improve water quality.*
- *The City match portion is \$185,100 or 40%, and the City would receive the federal portion of 60% or \$272,400 for a total proposal estimated at \$457,500. EPD*

will notify successful applicants of Grant approval in May 2011. Funds for the match in the amount of \$181,096.00 are approved and available in the Matching Grant Fund Contingency.

A motion was made by Council Member Becky Wynn, seconded by Mayor Jere Wood, that this Resolution to submit the necessary documents to apply for a Section 319(h) FY2011 grant be placed on the Mayor and City Council agenda for 11/22/2010. The motion carried by the following vote:

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

11.

Consideration to award a bid to Kendall Supply, Inc. for the implementation of the Automated Metering Infrastructure Project in the amount of \$1,500,000

- To meet the goal of improved customer service through on-demand meter reading with monthly billing, reduced water losses and water conservation, the City proposes to implement an AMI system with the Drinking Water State Revolving Fund (DWSRF) loan from GEFA. Stu Moring said the city approved of a loan from GEFA in the amount of \$1.5M for this AMI facility. Because it is a green project, GEFA said that when the project is implemented they will forgive 50% of the loan amount. This green technology will enable the City to improve water conservation savings and customer service, as well as reduce emissions/fuel usage due to fewer vehicles needed to read meters. Specifically, AMI will provide customers with monthly billing, collect hourly reads to analyze consumptive trends and provide information to customers on their water use, detect leaks in a more efficient time manner, and detect meters that have stopped registering water through them.*
- Two bids were received for \$1,803,350 and \$1,534,760. Kendall Supply, Inc. was the lowest responsive, responsible bidder. The project includes the replacement of existing out-of-date meters. There were more meter replacements included in the bid amount by Kendall than will be needed, and, therefore, the total amount of work can be done within our loan amount.*
- Stu Moring added that the annual cost savings for this project is estimated at around \$250,000. This includes staff time and other supplemental benefits like savings in terms of reduced waste of water and there will be less calls from citizens because a problem can be located more quickly. This is approximately a 3 year payback time for the City's share of the cost.*

A motion was made by Mayor Jere Wood, seconded by Council Member Becky Wynn, that awarding a bid to Kendall Supply, Inc. be placed on the Mayor and City Council agenda for 11/22/2010. The project includes the replacement of existing out-of-date meters. The motion carried by the following vote:

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

12.

Consideration of a Resolution to authorize a Drinking Water State Revolving Fund (DWSRF) loan from the Georgia Environmental Facilities Authority (GEFA) in an amount not to exceed \$1,500,000 to finance the Automated Metering Infrastructure (AMI) Project

- This action authorizes execution of the required GEFA loan documents. The*

project consists of implementation of automated metering technology which was approved in June 2010. The project low bid has been received and is \$1,500,000. General terms of the loan include an interest rate of 3.00% per annum for 10 years, with a closing fee of 2% or \$30,000.

- *A Notice to Proceed with construction must be issued by December 31, 2010 or risk becoming ineligible for principal forgiveness funding.*

A motion was made by Council Member Becky Wynn, seconded by Mayor Jere Wood, that this Resolution to authorize a DWSRF loan from GEFA be placed on the Mayor and City Council agenda for 11/22/2010. The motion carried by the following vote:

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

Meeting adjourned at 7:09 p.m.