



Johns Creek

MONTHLY MANAGEMENT REPORT

To: Honorable Mayor and City Council Members
From: Warren Hutmacher, City Manager
Date: January 18, 2018
Subject: **Monthly City Manager Report to Elected Officials – December 2017**

Presented within the framework of the Council's six strategic goals, this report provides progress updates and efforts for the months of November and December 2017.

Transportation: Provide a comprehensive transportation network that facilitates ease of movement throughout the City.

December efforts to improve the City's transportation network and movement throughout the City included construction projects to fix operational and capacity issues that cause congestion, planning for potential construction projects, and planning for long-term improvements. Highlights/accomplishments include:

Active Construction:

- **Abbotts Bridge** (from Jones to Parsons):
 - What: this project widens Abbotts Bridge from Jones Bridge Road to Parsons Road
 - November Update: Contractor C.W. Matthews graded for sidewalk, installed curb, made progress building a retaining wall, and installed drainage pipes.
 - December Update: Contractor C.W. Matthews continued to work on the retaining wall, sidewalk, and curb.

- **Brumbelow Road** (from Mackinac Drive to Stoney River Drive):
 - What: this project adds a sidewalk and pedestrian bridge along Brumbelow Road filling in a gap from Mackinac Drive to Stoney River Drive and finishing a continuous sidewalk connection from Nesbit Ferry Road to Old Alabama Road and Newtown Park.
 - November update: Contractor CMES began installing silt fencing (protecting the adjoining properties from runoff).
 - December Update: The pedestrian bridge began to be assembled (off site).

- **Kimball Bridge Road** (from State Bridge Road to Jones Bridge):
 - What: this project widens Kimball Bridge Road (from State Bridge and Jones Bridge) from two to four lanes and also includes adding turn lanes and sidewalks.
 - November update: Contractor Vertical Earth began installing silt fence (protecting the adjoining properties from runoff) on November 27, 2017.
 - December Update: Contractor Vertical Earth began clearing trees and utility relocations.

- **Medlock Bridge at Abbotts Bridge**:
 - What: this GDOT-managed project lengthens the turning lane from Medlock Bridge on to Abbotts
 - November update: Contractor Baldwin Paving contractor completed the paving and is waiting the striping contractor to install the final pavement markings.
 - December Update: Final pavement markings were installed.

Pre-Construction:

- **Parsons Road** (from Abbotts Bridge Road to Highgate Manor Court):
 - What: this project adds a sidewalk by filling in five gaps to create a continuous sidewalk connection along Parson Road from Abbotts Bridge Road to Highgate Manor Court.
 - November update: Contract was approved with contractor D & H Construction at the November 13, 2017 Council Meeting.
 - December Update: Contractor D & H Construction began installing silt fence (protecting the adjoining properties from runoff)

Planning for Potential Construction:

- **Barnwell Road at Holcomb Bridge Road**
 - What: this TSPLOST funded project would improve the intersection of Barnwell Road at Holcomb Bridge Road
 - Current Status: Council authorized only the engineering and design phase of this project at the September 25, 2017 Council Meeting
 - November update: Staff submitted preliminary design and environmental documentation to GDOT for review
 - December Update: GDOT requested additional information.

- **Bell/Boles Corridor**
 - What: this TSPLOST funded project would improve the Bell/Boles corridor with operational and safety improvements. Project elements to be considered include turn lanes, roundabouts, bridge improvements, and sidewalks. Council authorized only the engineering and design phase of this project at the September 25, 2017 Council Meeting
 - November update: Staff received the 2017 traffic data and is awaiting the Cauley Creek concept designs to determine the traffic demand from the park to complete the future years.
 - December Update: Consultant received the concept design information for Cauley Creek and

began finalizing the traffic study with that information.

- **McGinnis Ferry** (from Union Hill to Sargent)
 - What: this TSPLOST funded project would widen McGinnis Ferry Road from Sargent to GA-400; the Johns Creek portion of the project is from Sargent to Union Hill Road. Council authorized only the engineering and design phase of the project at the September 25, 2017 Council Meeting
 - November update: Staff received the drainage plan from Forsyth County and reviewed it to improve/limit impacts on Johns Creek homeowners
 - December Update: Staff submitted comments to Forsyth County and their consultant Moreland Altobelli.

- **New Road** (from Bell Road to Johns Creek Parkway)
 - What: this TSPLOST funded project would add a local connection from Bell Road to Johns Creek Parkway. Council authorized only the engineering and design phase of the project at the November 27, 2017 Council Meeting.
 - December Update: Staff met with Alcon and is evaluating suggestions they presented.

- **Rogers Bridge** (pedestrian bridge/trail across the Chattahoochee River)
 - What: this Parks Bond funded project would replace the existing structurally unsound bridge with a replica that looks like the existing bridge but is structurally sound. An application for \$5M in federal funding was submitted to the Atlanta Regional Commission by the City of Duluth in May 2017.
 - November update: ARC advised a funding decision has been delayed to December.
 - December Update: ARC announced preliminary funding award of \$3.68M (official ARC vote on funding finalizes award amount and is expected in mid-March 2018)

- **State Bridge** (from Medlock Bridge to the Chattahoochee River)
 - What: this TSPLOST funded project would widen State Bridge Road from the Whole Foods entrance to Peachtree Industrial Boulevard in Gwinnett with a pedestrian bridge over the Chattahoochee. Council authorized only the engineering and design phase of this project at the September 25, 2017 Council Meeting
 - November update: Council authorized a contract with Michael Baker International for the engineering at the November 27, 2017 Council Meeting.
 - December Update: Consultant Michael Baker International began surveying for the project.

Traffic Calming Improvements:

- **Long Indian Creek**
 - What: Residents reported issues with speeding and cut-through traffic on Long Indian Creek. After studying speed and volume, staff installed a number of interim traffic control measures (traffic circle, chicane, center island, intersection medians) in different

- configurations and then surveyed the residents regarding effectiveness.
- November update: Staff analyzed the feedback from the Long Indian Creek neighborhood and prepared a recommendation to Council (distributed November 27, 2017 as a Future Agenda Item). In summary, a majority of negative feedback to all interim traffic control measures except curve reflectors; staff recommends leaving the curve reflectors and removing the interim traffic control measures.
 - December Update: December 4 Work Session discussion was postponed to January 2018.
- **Mayfair Subdivision**
 - What: Residents reported issues with speeding and cut-through traffic in the Mayfair subdivision. Staff installed speed signs to gather data which showed an 85% speed of 27 mph, meaning 85% of drivers were recorded at or below 27 mph. Although higher than the posted speed limit, not high enough to trigger an installation of traffic calming measures. Study of the Mayfair subdivision revealed the need for increasing the visibility of a STOP sign at Arbor Woods Dr and Arboreal Ct.
 - November update: A flashing STOP sign was installed on November 30, 2017.
 - **River Farm Subdivision**
 - What: Residents reported issues with speeding in the River Farm subdivision.
 - December update: Staff installed speed signs to gather data and collected information
 - **Wellington Subdivision**
 - What: Residents reported issues with speeding in the Wellington subdivision.
 - December update: Staff installed speed signs and received feedback from the neighborhood that the location was less than ideal so the signs were removed and will be reinstalled in January.

Planning Studies for Long-Term Improvements:

- **Master Transportation Plan**
 - What: companion document to the Comprehensive Plan – focused on projects within Johns Creek that can improve the transportation network.
 - November update: Staff/internal review between Community Development and Public Works
 - December Update: Public Works provided feedback to Community Development for incorporation.
- **North Fulton Comprehensive Transportation Plan**
 - What: regional planning effort updates the 2010 plan between Sandy Springs, Roswell, Alpharetta, Milton, and Johns Creek; layers on top of the Master Transportation Plan as traffic does not follow city boundaries
 - November update: Consultant Kimley Horn and Associates presented initial draft to Council at

the November 13, 2017 Mini Retreat / Work Shop and provided valuable feedback regarding need to explain how all the projects are part of a regional approach to improve traffic congestion.

- December Update: Consultant Kimley Horn and Associates met with Councilors to further understand their feedback and comments.
- **Fulton Transit Plan**
 - What: larger regional planning effort – all of Fulton (outside the City of Atlanta) to consider transit (in its many forms) and regional transit picture
 - November update: Consultant Kimley Horn and Associates finalizing the initial project list and strategies based on community feedback.
 - December Update: First draft released on December 14, 2017 at the monthly Fulton County Mayors Meeting.

Recreation and Parks: Ensure a complete recreation and parks system that aligns to the goals and needs of the community.

December efforts to ensure a complete recreation and parks system included a combination of recreation programming, park improvement project construction, and planning for future park construction projects. Highlights/accomplishments include:

Special Events

- Founders Day Parade – December 2, 2017
 - What: the City celebrated the founding of the City and kicked off the holiday season with a parade on Saturday, December 2, 2017.
 - Participation: estimated 90 parade participants and 4,000 spectators
- Breakfast with Santa
 - What: Santa Claus hosted two breakfast settings at Park Place
 - Participation: 34 children attended

Programming

- Park Place Programming - 73 Classes/Programs offered, 806 participants
- Adaptive Recreation: Lunch with Santa, 20 children attended
- Clubhouse Fitness Program - 7 weekly classes, 49 participants registered
- Rentals: 45 rentals of athletic fields, 11 rentals of pavilions, 1 rentals of tennis courts and 5 rentals of Newtown Clubhouse

Park Pre-Construction Projects

- **Autrey Mill – Farm Museum**

- What: this renovation to Farm Museum was originally focused on asset maintenance and basic protection of the historical structure. With feedback from the Autrey Mill Board, the scope has expanded to transform the building into an open to the public, working museum.
- November Update: Council discussed at the November 27, 2017 Work Session.
- December Update: Council approved the expanded scope with funding from the Parks Bond at the December 4, 2017 Council Meeting.

- **Newtown Park – Trail Lighting Improvements**
 - What: this lighting installation would improve the visibility along the existing perimeter loop trail at Newtown Park from Field One to the Newtown Pond. The final lighting placement and shielding will be improved with feedback and involvement from the adjoining neighborhood (Chartwell).
 - November Update: Staff prepared for a lighting demonstration project as part of the November 30, 2017 Tree and Dreidel Lighting Event at Newtown Park. Of note, the demonstration lights were not equipped with shields where the lights that will be permanently installed will be further shielded to limit light trespass.
 - December Update: Preliminary light placement and shielding was being designed.

- **Ocee Park – Additional Restroom**
 - What: this additional restroom would serve the lower fields at Ocee Park.
 - November Update: Staff worked with the architects and engineers to finalize construction documents.
 - December Update: Hydrant flow test was conducted in early December to finalize the construction documents and release for bid.

Planning for Future Park Construction:

- **Bell/Boles Pocket Park**
 - What: this 2-acre future park at the Bell-Boles Road roundabout is envisioned as a pastoral, orchard-themed passive park with a small parking lot, community garden, shade structures/pavilion, small playground area and small restroom facility
 - November Update: Staff met with consultant Pond on November 29, 2017 to review the approximately 30% complete construction documents.
 - December Update: Construction documents underway.

- **Cauley Creek / Quail Hollow**
 - What: this combined roughly 200-acre future park off of Bell Road has direct frontage to the Chattahoochee River, adjacency to Rogers Bridge Trail and to-be-replaced bridge over the Chattahoochee, and is situated between two National Park Service properties. Park planning remains in the preliminary design stage with Council authorizing a contract amendment with consultant BWSC on October 16, 2017 to re-engage the community to create a holistic plan for Cauley Creek combined with Quail Hollow.
 - November Update: Staff met with the consultant BWSC on November 17, 2017 to review the

community engagement strategy and talk through preliminary concepts and how to best provide opportunities for meaningful engagement with the community.

- December Update: Community input meeting scheduled for January 30, 2018.

- **Linear Park**

- What: this 20-acre linear park in Technology Park is anchored by two significant lakes that serve as retention facilities. The future park will lower the water level in the lakes in order to reclaim needed passive play areas that could be utilized for festivals, free play and other activities.
- November Update: Staff received a revised scope from consultant Clark Patterson Lee on November 27, 2017.
- December Update: Construction documents underway.

- **Morton Road Neighborhood Park**

- What: this 4-acre future park at East Morton Road, east of the northerly intersection with State Bridge, is envisioned as a neighborhood park with a small splash pad, pavilion, picnic shelters, rubber-surfaced earth mounds, open play area, multi-use path and half-court basketball.
- November Update: Staff met with consultant Pond on November 29, 2017 to review the approximately 20% complete construction documents.
- December Update: Construction documents underway.

- **State Bridge Pocket Park**

- What: this 4-acre future park at State Bridge, south of the intersection with Windsor Park Drive is envisioned as a passive, nature-themed park with elevated walkways including a canopy walk and picnic areas.
- November Update: Staff met with consultant Pond on November 29, 2017 to review the approximately 10% complete construction documents.
- December Update: Construction documents underway.

- **Parks Advisory Committee**

- What: this 15 member committee of citizens is envisioned as a sounding board for regular community feedback on planned improvements to the recreation and parks system.
- November Update: At the November 13, 2017 Council reached consensus the Mayor should not wait any longer for final nominees from Councilors and propose a full committee for confirmation.
- December Update: Mayor reviewing nominations for committee members.

Economic Development: Implement a holistic economic development plan approach that addresses infrastructure, workforce, community, and land development needs.

December efforts to implement the economic development plan were co-led by City staff and Johns Creek Advantage. Highlights/accomplishments include:

• **City Hall (Lakefield Drive)**

- What: in February 2017, the City announced the purchase of address Lakefield Drive to serve as a City Hall / Municipal Complex – combining the current leased spaces for City Hall, fire administration, police, and court – into a single owned building. Based on the experiences of surrounding cities, investment into a City Hall building will have a positive halo effect type of economic development in the surrounding area (in this case – Technology Park).
- November Update: At the November 27 Work Session, staff presented a recommendation to hire Balfour-Beatty as construction manager at-risk to oversee and manage the construction.
- December Update: Council will hire the construction manager at the December 4, 2017 Council Meeting.

• **iHeartJC Initiative**

- What: a citizen-led initiative to focus implementation of the Strategic Economic Development Plan through the lens of healthcare and wellness.
- November Update: iHeartJC approached key nonprofit organizations in Johns Creek to further investigate partnerships as suggested by the Council.
- December Update: Councilman Broadbent is working with Anand Thacker, the citizen leading the iHeartJC initiative, to address feedback from Council to the June 2017 presentation.

• **Johns Creek Advantage**

- What: Johns Creek Advantage has served as the City's economic development arm since 2013.
- November Update: Johns Creek Advantage CEO, Courtney Bernardi submitted her resignation and her last day is November 30, 2017.
- December Update: In light of the Executive Director of JCA leaving, City staff is working to ensure continuation of day-to-day economic development operations (recruitment and retention of businesses).

• **Strategic Economic Development Plan (SEDP) Implementation**

- What: in February 2016 Council adopted the Strategic Economic Development Plan (SEDP) to help the city identify and implement strategies to foster a successful business environment.
- November Update: At the November 13, 2017 Mini Retreat/ Work Shop, staff provided Council an

update on progress SEDP plan implementation.

- December Update: majority of SEDP initiatives hinge upon adoption of a new Comprehensive Plan (re-draft expected to be released to the Citizen Advisory Committee in December).

Additionally, Fulton County continues work on the re-use water project.

- **Barnwell Road and Holcomb Bridge Road Re-Use Water Line:**

- What: this Fulton-managed project installs a reuse water main on Boles Road, Barnwell Road, and Old Alabama Road to allow for reactivation of the reuse water system.
- November Update: Contractor Reynolds Construction shifted to night work along Barnwell and Holcomb Bridge to lessen the impact of delays on the traveling public.
- December Update: Ductile iron pipe is being installed at night with paving occurring during the day.

Government Efficiency: Develop an innovative and cost-effective approach to exceptional service delivery.

December efforts to develop an innovative and cost-effective approach to exceptional service delivery cross departments and can be seen throughout the City's service areas. Highlights/accomplishments include:

Innovations for Exceptional Service Delivery:

- **Budget – Presentation Style – Communications Innovation**

- What: Rather than just check the box with the adopted FY2018 Budget, the Communications Department took the adopted FY2018 Budget and reformatted to address GFOA (Government Finance Officers Association) criteria and add context that makes the budget easier for non-financial experts to read.
- December Update: Staff completed the GFOA Budget presentation and submitted it for judging in December 2017.

- **Finance Innovation – 10-Year Financial Model**

- What: In 2016 Council challenged staff to think beyond annual budgets and develop a 10-year forecast which with budget and scenario testing could be completed to consider long-range impacts of policy decisions and alternatives.
- Current Status: Programming, development, and integration of the 10-Year Financial Model continues as Council considers new policy choices.

- **Traffic Signal Monitoring Improvements – Pilot Project on State Bridge Road**

- What: Staff is working with company Applied Information to conduct a pilot program to test automated/connected vehicle technology along State Bridge Road.
- November Update: The intersection status and monitoring system devices were installed on three intersections along State Bridge (intersections of State Bridge/Medlock Bridge, State Bridge/Target/Publix, and State Bridge/Medlock Bridge Crossing). On November 14, 2017 staff attended the North Avenue connected vehicle project demonstration where a pilot project technology

is in full use.

- December Update: Staff is working with Applied Information to test the signal monitoring capabilities and related connected vehicle applications.

Cost-Effective Efforts for Service Delivery:

• **Building Permit Requirements**

- What: As a feedback loop to further inform potential changes to building permit and fee requirements, at the October 16 Work Session staff agreed to Council's suggestion of hosting a community summit to gather additional feedback as to which projects should or should not require a building permit.
- November Update: Council requested the summit not be held until after the 2017 holiday season.
- December Update: Staff is planning for a summit in early 2018.

• **Insourcing Community Development**

- What: Effective October 1, 2017 the City insourced the Community Development Department (previously provided by contract) in an effort to increase continuity, match the City's strategic direction, and to achieve cost savings.
- November Update: Offers were extended to the fill out the Department. Three of the new employees (Planner III and two Land Development Inspectors) started in November. The final two team members (two Planner II positions) start in December.
- December Update: As of December 11, 2017 the Department was fully staffed.

Public Safety: Provide leading levels of public safety.

December efforts to provide leading levels of public safety are led by the Fire Department and Police Department.

• **Fire – Service Delivery**

- Council reached consensus at the February 2017 Mini-Retreat to move forward with efforts to add a fourth fire station in an effort to improve response time.
- Staff continues to evaluate options for locating the fourth fire station. In August 2017 a proposal was made to include \$250K in the FY2018 Budget to provide for engineering and construction documents once a final location has been determined and acquired.
- A total of \$250,000 for design and engineering was approved in the FY 2018 budget in addition to \$392,514 for land acquisition seed money for a fire station.
- Staff is actively seeking sites for a fourth fire station.

• **Staffing**

- Police: Two vacancies exist. 2 Police Officer candidates are in the final stages of recruitment.
- Fire: Fully staffed

Sense of Community: Preserve our residential character and enhance our sense of community.

December efforts to preserve the residential character and enhance the sense of community are mostly spearheaded by the Community Development Department and Communications Department. Highlights/accomplishments include:

- **Comprehensive Plan Update**

- What: The Comprehensive Plan is the foundational planning document for the City – setting a vision of what the community wants to be like for the next ten years. The Community Development Department is leading the process to update the original 2008 Comprehensive Plan the assistance of community feedback and guidance from the Citizen Advisory Committee (CAC). In October staff began re-drafting the Comprehensive Plan to incorporate the public comments and CAC feedback received since the original draft was released in June 2017.
- November Update: Staff made significant progress on the re-drafting effort.
- December Update: Staff completed the body of the redrafted Comprehensive Plan and circulated for internal review. The next steps include presenting the draft to the Citizen Advisory Committee, then the Mayor and Council prior to releasing it for public feedback and improvement.

- **International Festival**

- What: The International Festival is a celebration of the best traditional food, music, and art from around the world. The inaugural event will be held on April 21, 2018 at the Atlanta Athletic Club's Heisman Field. The Communications Department is working with Leadership Johns Creek and the Convention and Visitors Bureau to plan for the International Festival.
- November Update: Prospective food vendors and performers have begun to apply and event organizers are working to plan the event layout.
- December Update: First sponsorships were received for the festival.

- **Toys for Tots Campaign**

- What: This holiday season, bring a smile and a message of hope to a less-fortunate child's face by donating a new toy to the City of Johns Creek's 11th annual "Toys for Tots" campaign.
- Current Status: Through December 15, donations of new, unwrapped toys are being collected at City Hall, all three fire stations, and Park Place.
- November Update: The 11th annual Toys for Tots campaign kicked off on November 13, 2017.
- December Update: Toys were collected through December 15 and passed to the Marine Corp for distribution to children for the holidays.