



Johns Creek

MANAGEMENT REPORT (MONTHLY)

To: Honorable Mayor and City Council Members

From: Warren Hutmacher, City Manager

Date: January 23, 2016

Subject: **Monthly City Manager Report to Elected Officials – December 2016**

A monthly status report of various items of interest regarding city business was introduced as part of the January 25, 2016, Council Meeting. The information presented generally follows the six goals established by the Council at the Annual Strategic Planning Retreat. Some projects impact multiple goals and items related to general operations have been added to the end of the Report.

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

- **Master Transportation Planning Effort**
 - In January a three day workshop will be conducted by the City's consultant, TSW and will focus on specific areas of the city as examples of how transportation movements may be improved with the introduction of additional pedestrian/bike/golf cart trail ways or new local streets.

- **Resurfacing**
 - Resurfacing for 2016 is complete. 26 subdivisions and 3 major roads were repaved. 2017 resurfacing is in the planning stages. Total budget is \$3,500,000 for neighborhood paving according to the paving priority list established by City Council. The preliminary schedule is:
 - Bid Release January 12, 2017
 - Deadline for Questions January 31, 2017
 - Deadline to Submit Bids February 9, 2017
 - Work Session February 27, 2017
 - Council Approval March 13, 2017
 - Anticipated NTP March 28, 2017
 - Completion Date October 21, 2017

- **Transportation Special Local Option Sales Tax (TSPLOST)**
 - TSPLOST was approved by voters on November 8, 2016. Staff is crafting an implementation strategy to bring forward to Council for review. The strategy will be delivered to the City Manager by January 31 and will be shared with the City Council the following week. It is slated to flow to Work Session for discussion in February.

- **Barnwell Road Corridor Project**
 - The Barnwell Road at Holcomb Bridge Road Project survey was completed in November and engineering studies are underway. Also, the signal for Niblick Drive is up and running. All other intersections with proposed improvements for sight distance have been completed and verified by the surveyor.

- **Sidewalk Plan**
 - This item is on the January 23 Work Session Agenda for a discussion of changes to the prioritization matrix to increase the emphasis on pedestrian safety measures.

- **McGinnis Ferry Road Widening**
 - Public Information Meeting was held January 10 at the Lanier Tech Conference Center. Project is still in the concept design phase. Future public meetings will be scheduled.

- **Medlock Bridge Road Phase 1**
 - Construction bids were received on January 17 for this first phase to increase Medlock Bridge to 6 lanes from Medlock Crossing Parkway to St. Ives Country Club Parkway. The bids will be a future agenda item on January 23.

- **Federal Dollars for Bell at Boles Rd. and SR120**
 - Council approved receiving additional dollars for the Bell at Boles Rd. (\$73,026) and SR120/Abbotts Bridge Road from Jones Bridge Road to Parsons (\$310,405) projects

- **McGinnis Ferry to Peachtree Industrial**
 - Completed three lane extensions; some striping still needs to be completed

- **Fox Rd. Drainage Improvements**
 - Completed

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

- **Recreation and Parks Bond Referendum**

- The Bond Referendum passed on November 8, 2016. Staff is working with bond counsel and the city's financial adviser to proceed with the issuance of bonds. It is anticipated that the bonds will be issued in late March.
- Staff is crafting an implementation strategy to bring forward to Council for review. The strategy will be delivered to the City Manager by January 31 and will be shared with the City Council the following week. It is slated to flow to Work Session for discussion in February.

- **Newtown Park**

- Security cameras to amphitheater and Veterans Memorial
- Install complete
- We have a visual on Veterans Memorial
- Minor tweaks still required for Amphitheater

- **Park Place**

- Interior painting completed
- Additional safety railing installed at the bocce ball courts completed
- Kitchen cabinet install at Park Place was completed
- Fall/Winter plantings installed
- Basketball Court/Dog Park Safety Netting install was complete

- **Pond Dredging Survey**

- Project is complete

- **Miscellaneous**

- American Holly Trees were installed on the walking trail to replace the hemlocks from last year

- **Ocee Park**

- Field Five ADA Access was completed

- **Shakerag Park – ADA Wildlife Observation Deck, Fishing Pier, and pathway**

- o Awaiting funding release from Fulton County.
- o CDBG projects
 - o Received Bids issued on sidewalk and trail pathway installation
 - o Low bid was Precision Landscape Management
 - o Received Bids issued for ADA Fishing Pier
 - o Low bid was Riley Contracting
 - o Received Bids issued for Wildlife Observation Deck
 - o Low bid was Riley Contracting

Status: ON HOLD – Fulton County reevaluating the legality of the project for CDBG funding.

- **Autrey Mill**

- o currently working with AMNP Board on planning and scope of the Farm Museum renovation

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

- **Economic Development Strategy**

- o The City Council approved both Memorandums of Understanding (MOUs) on November 7.
The Chamber of Commerce approved the MOU on November 16 and the finalized MOU was approved by the JCA Board at December meeting.

- **Cauley Creek Water Reclamation Facility and Reuse System**

- o Building off of the assessment of the water reclamation facility, staff continues to evaluate options for the future of the facility.
- o Next Step: Discuss options for the Water Reclamation Facility with Council at a future Work Session.
- o Next Step: Council discussed a proposed termination agreement with Fulton County at the November 14th work session. Staff is working with the County to craft final language to be included in the agreement. The final language for the agreement has been completed and will be presented to Council on February 13th.

Fulton County is moving forward with plans to build out a renewed reuse water utility that would include all the previous customers of the Fulton County system. The County is making good progress on this project. They approved the construction contract for the Reuse Line - \$13.6M, 306 days of construction from notice to proceed. The line will proceed from the Johns Creek Environmental Campus up Barnwell Road in the Right of Way.

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

- **Council Retreat**
 - A complete master calendar of City Council retreats has been approved by the Council with the pre-budget retreat scheduled for April.
- **Charter Task Force**
 - The Charter Task Force recommendations are ready for presentation to the City Council.
- **Contract Services**
 - The government service contracts with CH2M and SAFEBuilt (providers of Community Development, Building Permits and Inspections, Public Works, and Recreation and Parks) conclude September 30, 2017.
 - The existing contracts began ten years ago and the City has exhausted all renewal periods.
 - The service contracts must be re-negotiated, re-bid, or insourced.
 - Council's discussions throughout 2016 focused on service level continuity and clarification of expectations.
 - Scopes were drafted to detail the current level of service, workload, and performance for Community Development, Building Permits and Inspections, Public Works, and Recreation and Parks.
 - At the December 12, 2016 Work Session, Council reached consensus for staff to return to the January 9, 2017 Work Session with recommendations for the parameters of a renegotiation with the existing vendors. Requested information presented to Council for the January 9th Work Session. Follow up discussion will occur at the January 23rd Council Work Session.

Public Safety: Provide leading levels of public safety.

- **Staffing**
 - Six open positions for Police Officers remain.
 - Initial testing will be held January 26th and 27th to establish the hiring roster to fill the open police positions. Two new officers started in December.
 - Fire: Four vacancies. Final candidates are in the hiring process. Should be completed by the first week in February.
- **Fire and Emergency Services Feasibility / Service Delivery Alternatives Analysis**
 - Contract has been awarded to Management Advisory Group International firm (within City Manager's signing authority) and an initial draft of their report was presented to Council.
 - Consultants presented their findings and recommendations at the August 15th mini-retreat.
 - Chief Hogan presented his 5-year strategic plan to Council at the August 15th mini-retreat.
 - Next Step: Staff is working with the consultant on a Final report that will be presented to Council by

the end of the year based on Council input. Options for a fourth fire station are being prepared for Council consideration.

- Various scenarios are being added to the 10-Year financial model to determine long term impacts for a fourth fire station and various equipment choices.
- This topic has been added to the next mini-retreat for further discussion.

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

6.3 Update the Comprehensive Land Use Plan by the end of FY2017

The CAC members met on December 15th to further discuss the Comprehensive Plan Update goals and to share ideas from various members on the vision for the City's future. A Power Point presentation was made by CAC member, Anand Thaker, for his vision of Johns Creek becoming known as a Top 10 Healthcare or Wellness City. The CAC members met on January 19th, prior to the three-day January workshop to further discuss the long-term vision for and identity of the city. A follow up CAC meeting will also be held approximately a week after the 3-day workshop to discuss. Review and make recommendations to the consultants on changes to the Comprehensive Plan based on input received from the public during the workshop.

The next Comprehensive Plan Workshop is scheduled for January 24th through the 26th.

- **Thornhill Community Traffic Management**
 - This spring citizens in the Thornhill community raised concerns regarding speeding, stop sign disobedience and cut through traffic in the Thornhill.
 - Thornhill HOA representatives requested the City allow for an access gate to be constructed at one of the entrance/exits to the subdivision to restrict access for the residents of the subdivision to eliminate cut through traffic by non-residents of the subdivision.
 - Legal counsel opined that a gate cannot be constructed or operated that would give preference to residents of the subdivision over non-residents, since the roads in the subdivision are public roads.
 - Staff has met with Thornhill HOA representatives several times and have suggested alternatives, the JCPD have increased enforcement efforts to deter dangerous driver behavior, and the city installed a "Don't Block the Box" sign and pavement markings to prevent vehicles from blocking the entrance to Thornhill during peak travel times.
 - Staff met with the residents on June 16th.
 - Staff has received an inquiry for permission to allow the neighborhood to construct a gate on a public road that would open for residents and non-residents at the entrance at Old Alabama. Staff has reviewed the request and requested and received a legal opinion. Legal counsel has advised that the City can legally negotiate an encroachment agreement on a public road that would allow for this type of a gate. All costs should be borne by the neighborhood. However, staff also recommends revisiting the situation after completion of the Old Alabama widening project later this year before proceeding.

- In the interim period, staff has developed recommendations for the installation of this gate with proper precautions and protections for the City and the motoring public, if Council desires to move forward with this request.
 - At the August 15th Council meeting, Staff was directed to discuss with the neighborhood a interim solution with Tuff Curb that would simulate the impact of chicanes and splitter islands.
 - Thornhill HOA has asked Council to hold off on taking any action as they complete their analysis of the options and evaluate the effectiveness of the Old Alabama Road widening to see if it mitigates the cut-through traffic issues.
- **Doublegate and Long Indian Creek Subdivision Traffic Management Concerns**
 - Staff has met with citizens from both Doublegate and Long Indian Creek Subdivision to discuss concerns they have with speeding, stop sign disobedience, illegal passing of school buses, pedestrian safety and cut through traffic.
 - Staff proposed individualized traffic management solutions for each neighborhood. Doublegate preferred to request increased enforcement of speed limits within the neighborhood.
 - Staff has installed radar signs, striping and new signs in Long Indian Creek to address some of the issues presented by the residents. Staff is collecting data from the radar signs to measure current efforts to reduce speed along this street.
 - Staff met with Long Indian Creek Subdivision on August 4th to continue discussions regarding speeding. Staff presented various options for in road traffic management including splitter islands and chicanes. Staff also presented speed data from the radar signs to share with residents the impacts of current measures in place to reduce speeding.
 - Via a sub-committee of the HOA, the residents of Long Indian Creek will look at all the spots along the Long Indian Creek Drive to determine what kind of traffic calming devices are desired. This will be completed and has been submitted to the Public Works staff.
 - Public Works staff will continue to collect data from the two data collectors attached to the speed limit signs. This data will be summarized and shared after September 1, 2016.
 - Public Works staff will take the traffic-calming list received from residents of Long Indian Creek and begin the pricing and time frames for the traffic calming list.
 - This recommendation will be made available to the residents on September 9th for review.
 - Council discussed this issue at a September work session.
 - Staff has installed the Tuff Curb to simulate traffic calming devices for the neighborhood at a cost of \$15,435. The stop sign for the neighborhood that was recommended in the warrant analysis has been installed. Staff will evaluate the effectiveness of the Tuff Curb implementation along with gaining community feedback before bringing this item back to Council in the spring of 2017.
 - Staff is recommending that Council adopt a traffic calming policy to provide staff guidance on how to proceed with implementation regarding these type of requests.

- **Zoning/Development Update**

- There were no December rezoning cases
- There are three rezoning cases scheduled for the January Planning Commission Meeting.
- Three members of the Planning Commission and three members of the Board of Zoning Appeals (BZA) terms expire in January. A public call for new members was issued during the first three weeks of December on the City's Website. Two members have requested to be replaced with new members.

Planning Commission and BZA members are recommended by the Mayor and appointed by the City Council.

Other Items of Interest

- **Financial Condition**

- Monthly reports sent to Council related to the City's financial condition.
- Millage rate was adopted on August 29th. The millage was reduced from 4.614 to 4.360
- FY 17 Budget has been adopted on September 19th.
- Fulton County has billed for FY 2016 property taxes. Collections are nearly complete.

- **Pay and Benefit Discussion**

- Staff presented an analysis of current pay and benefit practices at the July 11 work session.
- Follow-up items from the July 11 discussion were further discussion/analysis of: housing stipend for police (interest expressed regarding raising the amount for home equal to apartment), paramedic incentive (interest expressed regarding continuing to train more firefighters as paramedics), maintaining/developing a high-performing culture (interest expressed in consideration of modifications to the merit system such as pay for performance system).
- Additionally, Council requested consideration of processes and actions the city could take to gauge customer experience/satisfaction (such as surveying customers related to their experience coming out of the permits and revenues area).
- (As part of the September 19 Work Session discussion of the FY2017 Budget, Council requested the City Manager return with a review and analysis of personnel issues raised throughout the budget process including analysis and comparisons for major/visible personnel cost components (salary, health insurance, retirement, merit and cost of living adjustment), discretionary bonus concept, and any further re-structuring or personnel shifts such as the shifting of resources from Office Manager position to Financial Analyst)
- Review and analysis of the city's compensation and benefits was prepared and provided to Council for the December 12th Work Session.