



**City of Lilburn
City Council Meeting Agenda**

**July 13, 2020 at 7:30 p.m.
Zoom Meeting**

*Council Members:
Tim Dunn, Mayor
Lindsay Voigt, Post 1
Scott Batterton, Post 2
Eddie Price, Post 3
Emil Powella, Post 4*

I. Zoom Meeting Information

Join Zoom Meeting

[HTTPS://ZOOM.US/J/97079473726?PWD=WJQ4ZG1AMNPIMLLIM0TQT2NDBEQYDZ09](https://zoom.us/j/97079473726?pwd=WJQ4ZG1AMNPIMLLIM0TQT2NDBEQYDZ09)

Meeting ID: 970 7947 3726

Password: 837263

One tap mobile

+16465588656,,97079473726#,,,0#,,837263# US (New York)

+13017158592,,97079473726#,,,0#,,837263# US (Germantown)

Dial by your location

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 970 7947 3726

Password: 837263

Find your local number: [HTTPS://ZOOM.US/U/AX5UTZPF4](https://zoom.us/u/AX5UTZPF4)

II. Executive Session (If Necessary)

III. Call To Order

IV. Roll Call

V. Pledge To The Flag

VI. Approval Of Agenda

VII. Announcements

1. Events

- Lilburn Food Truck Tuesday
July 14, 2020, 6:00 PM - 9:00 PM @ City Park
- Sprinkler Day
July 15, 22, & 29, 2020 10:00 AM - 12:00 PM @ City Park

VIII. Ceremonial Matter

IX. Public Comment

X. Approval Of Minutes

1. City Council Meeting Draft Minutes From June 8, 2020

Public Hearing (Y/N) N
Department: City Clerk
Presenter: Melissa Penate, City Clerk
Staff Recommendations: Motion to approve the City Council Meeting Draft Minutes from June 8, 2020.
Department Head Approval: J. Simpkins
Mayor's Signature Required: Yes

Documents:

[6 8 2020 - CC DRAFT MINUTES.PDF](#)

2. City Council Special Called Meeting Draft Minutes From June 22, 2020

Public Hearing (Y/N) N
Department: City Clerk
Presenter: Melissa Penate, City Clerk
Staff Recommendations: Motion to approve the City Council Meeting Draft Minutes from June 22, 2020.
Mayor's Signature Required: Yes

Documents:

[6 22 2020 - CC SPECIAL CALLED MEETING MINUTES.PDF](#)

3. 2020 Millage Rate And Tax Increase 2nd Public Hearing Draft Minutes From June 22, 2020

Public Hearing (Y/N) N
Department: City Clerk
Presenter: Melissa Penate, City Clerk
Staff Recommendations: Motion to approve the 2020 Millage Rate and Tax Increase 2nd Public Hearing Draft Minutes from June 22, 2020.

Mayor's Signature Yes
Required:

Documents:

[AGENDA ITEM 3 - ATTACH 5B - MINUTES FROM 6 PM PUBLIC HEARING.DOC](#)

XI. Public Hearing

1. Public Hearing 1 - 2020 Text Amendments To Zoning Ordinance Of 2011 And Development Regulations

Following January 2020 townhome moratorium, staff and consulting planner reviewed applicable zoning districts, and compared existing standards to those of several other jurisdictions. The resulting Text Amendments to City of Lilburn Zoning Ordinance are proposed to strengthen and clarify regulations of R-2 and MU zoning districts as applied to single family attached and multi-family housing types and subdivisions. They also serve to clarify use of infill development tools, administrative approvals, new architectural and development standards, and provide consistency between codes so the moratorium can expire. Amendments to **Articles 3, 4, 6, 7 and 10** are proposed as provided in attached **Exhibit A – Zoning Ordinance R-2/MU Text Amendments**.

Text Amendments to City of Lilburn Development Regulations are also proposed to strengthen regulations pertaining to open space in residential subdivisions and developments that include residential uses. Proposed text amendments to Article 5, Section 5.9 are provided in **Exhibit B –Development Regulations Art. 5 Text Amendments**. Planning Commission and staff also discussed Articles 3 and 6 but proposed zoning requirements supersede development regulations, so Development Regulations will be further amended at a future date.

Public notice was provided and Planning Commission recommended approval June 25, 2020. Comments (by developers) were limited to difficulty of alley only entry and masters on main.

Public Hearing (Y/N) Y
Department: Planning & Economic Development
Presenter: Joellen Wilson, Director of Planning
Staff Recommendations: Motion to adopt Ordinance #2020-551 to approve the Zoning Ordinance and Development Regulation Text Amendments as proposed.
Mayor's Signature Yes
Required:

Documents:

[PH ITEM 1 - AGENDA FORM - ZONING AND DEV REGS TEXT AMENDMENTS 2020.PDF](#)
[PH ITEM 1 - ATTACH 1 - EXHIBIT A -ZONING ORDINANCE R-2 AND MU TEXT AMENDMENTS 6.25.20.PDF](#)
[PH ITEM 1 - ATTACH 2 - EXHIBIT B -DEVELOPMENT REGULATION TEXT AMENDMENTS 6.25.20.PDF](#)
[PH ITEM 1 - ATTACH 3 - 6-25-2020 DRAFT PC MINUTES.PDF](#)

XII. Agenda

1. Agenda Item 1 - Award Of Bid – Local Maintenance Improvement Grant (LMIG) 2020 – Bid # COL/LMIG – 6.23.2020

The City opened bids on June 23, 2020 for the repair and resurfacing of various city streets as part of the 2020 LMIG annual project list. Staff has reviewed the bids, checked all references and recommend that Blount Construction be awarded the contract. Included you will find the bid tabulation and recommendation from SPLOST Project Manager Kim Conroy.

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|-----------------------------|---|
| Public Hearing (Y/N) | N |
| Department: | City Manager |
| Presenter: | Bill Johnsa, City Manager |
| Staff Recommendations: | Motion to approve 2020 resurfacing work to Blount Construction in the unit price amount of \$145,763.54. Further, authorize Mayor and/or City Manager to execute contract on behalf of the City of Lilburn. |
| Department Head Approval: | B. Johnsa |
| Mayor's Signature Required: | Yes |
| Budgeted: | Yes |
| Fund Name & Code: | Capital Proj. Fund/LMIG \$ SPLOST |
| Current Balance: | CPF- \$2,110,000 SPLOST-\$202,000 |
| Requested Allocation: | 145,764 |
| City Manager's Initials: | BJ |

Documents:

[AGENDA ITEM 1 - AGENDA FORM LMIG 2020.PDF](#)
[AGENDA ITEM 1 - ATTACH 1 - RECOMMENDATION LETTER LMIG 2020.PDF](#)
[AGENDA ITEM 1 - ATTACH 2 - COPY OF LMIG 2020 BID TAB-2020.PDF](#)
[AGENDA ITEM 1 - ATTACH 3 - APPENDIX B- LMIG 2020 LIST OF STREETS AND WORK.PDF](#)

2. Agenda Item 2 - Award Of Bid – Lilburn Pavilion

The City opened bids on June 25, 2020 for the construction of the Lilburn Pavilion located on the former Police Headquarters site located at 76 Main Street. Staff reviewed the bids, checked all references and recommend that Lichy Commercial Construction, Inc. be awarded the contract. Included you will find the bid tabulation and recommendation from Precision Planning, Inc. as the architect of record for the project.

Staff Recommendations:

Motion to approve Lilburn Pavilion bid to Lichy Commercial Construction, Inc. in the base amount of \$1,033,807 with the added lightning protection in an amount of \$8,537.00. Further, authorize Mayor and/or City Manager to execute contract on behalf of the City of Lilburn.

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|----------------------|---------------------------|
| Public Hearing (Y/N) | N |
| Department: | City Manager |
| Presenter: | Bill Johnsa, City Manager |

Department Head B. Johnsa
Approval:
Mayor's Signature Yes
Required:
Budgeted: Yes
Fund Name & Code: Capital Proj. Fund
Current Balance: CPF- \$2,110,000
Requested Allocation: \$1,042,344
City Manager's Initials: BJ

Documents:

[AGENDA ITEM 2 - AGENDA FORM CITY PARK PAVILION BID AWARD.PDF](#)
[AGENDA ITEM 2 - ATTACH 1 - CITY PARK PAVILION RECOMMENDATION LETTER.PDF](#)
[AGENDA ITEM 2 - ATTACH 2 - LILBURN PAVILION BID TAB 06-25-20 OFFICIAL.PDF](#)

3. Agenda Item 3 - Set 2020 Tax Year Millage Rate For The City Of Lilburn Resolution #2020-11

The Code of Georgia requires the City Council to set its millage rate annually for the upcoming year as it applies to real and personal property within the City's corporate limits. At 4.430 mills, the 2020 millage will remain the same as the 2019 millage rate of 4.430.

Public Hearing (Y/N) N
Department: City Hall
Presenter: Jenny Simpkins, Assistant City Manager
Staff Recommendations: Motion to approve Resolution #2020-11 setting the annual millage rate for 2020 at 4.430 mills.
Department Head B. Johnsa
Approval:
Mayor's Signature Yes
Required:

Documents:

[AGENDA ITEM 3 - AGENDA FORM - SET 2020 MILLAGE RATE.PDF](#)
[AGENDA ITEM 3 - ATTACH 1 - RES 2020 - MILLAGE RATE TAX YR 2020.PDF](#)
[AGENDA ITEM 3 - ATTACH 2 - FY 2020 MILLAGE RATE CERTIFICATION.PDF](#)
[AGENDA ITEM 3 - ATTACH 3 - FY2020 LGS COMPUTATION OF MILLAGE PT 32.1 FORM.PDF](#)
[AGENDA ITEM 3 - ATTACH 4 - PUBLIC NOTICE.PDF](#)
[AGENDA ITEM 3 - ATTACH 5A -6 22 2020 - CC SPECIAL CALLED MEETING MINUTES.PDF](#)
[AGENDA ITEM 3 - ATTACH 5B - MINUTES FROM 6 PM PUBLIC HEARING.PDF](#)

4. Agenda Item 4 - Award Of Bid – #COL/TWO INTERSECTIONS-6.30.2020 Signalization

And Improvements – Lilburn Industrial Way And Killian Hill Rd.

The City opened bids on June 30, 2020 for the construction related to intersection and signalization at Killian Hill/Lilburn Industrial Way. Staff reviewed the bids, checked all references and recommend that Construction Engineering and Management Company be awarded the contract. Included you will find the bid tabulation and recommendation from Kim Conroy, SPLOST Project Manager.

Public Hearing (Y/N) N
Department: City Manager
Presenter: Bill Johnsa, City Manager
Staff Recommendations: Motion to approve # COL/TWO INTERSECTIONS – 6.30.2020 to Construction Engineering and Management Company in the base amount of \$391,439.50. Further, authorize Mayor and/or City Manager to execute contract on behalf of the City of Lilburn.
Department Head Approval: B. Johnsa
Mayor's Signature Required: Yes
Fund Name & Code: Capital Proj. Fund 2017 SPLOST
Current Balance: CPF- \$2,110,000 \$203,000
Requested Allocation: \$391,439.50
City Manager's Initials: BJ

Documents:

[AGENDA ITEM 4 - AGENDA FORM KILLIAN HILL -LIL. INDUS. INTERSEC. BID 2020.PDF](#)
[AGENDA ITEM 4 - ATTACH 1 - RECOMMENDATION LETTER - TWO INTERSECTIONS CONTRACT.PDF](#)
[AGENDA ITEM 4 - ATTACH 2 - INTERSECTIONS BID TAB.PDF](#)

5. Agenda Item 5 - New Location For An Alcohol License – Mi Restaurante Mexican Seasoning, LLC – 4104 Lawrenceville Hwy. – Beer, Wine & Distilled Spirits

The Licensing & Revenue Manager received a new alcohol application for consumption on premise for beer, wine & distilled spirits from Mi Restaurante Mexican Seasoning, LLC, located at 4104 Lawrenceville Hwy. The location meets all zoning requirements. It is a new location and has never held an alcohol license.

Staff recommends the license be effective immediately upon approval of the city council and contingent upon receiving an occupational tax certificate.

Public Hearing (Y/N) N
Department: City Clerk
Presenter: Melissa Penate, City Clerk
Staff Recommendations: Motion to approve, Mi Restaurante Mexican Seasoning, LLC., located at 4104 Lawrenceville Hwy., for an alcohol license for on premise beer, wine & distilled spirits, contingent upon receiving an occupational tax certificate.
Department Head Approval: J. Simpkins

Mayor's Signature No
Required:

Documents:

[AGENDA ITEM 5 - AGENDA FORM - NEW LOCATION FOR ALCOHOL - MI RESTAURANT MEXICAN SEASONING.PDF](#)
[AGENDA ITEM 5 - ATTACH 1 - MI RESTAURANT MEXICAN SEASONING APPLICATION REDACTED.PDF](#)

6. Agenda Item 6 - Downtown Development Authority Appointments

Two members of the Downtown Development Authority require appointment by the City Council to replace Norman Nash and Jimi Taylor who resigned in January and March, respectively. The DDA recommends appointment of Joe Nocera and Tom Mills

Public Hearing (Y/N) N
Department: City Manager
Presenter: Jenny Simpkins, Assistant City Manager
Staff Motion to approve the DDA appointments as presented.
Recommendations:
Department Head B. Johnsa
Approval:

Documents:

[AGENDA ITEM 6 - AGENDA FORM -DDA APPOINTMENTS.PDF](#)
[AGENDA ITEM 6 - ATTACH 1 - RECOMMENDATION MEMO FROM DDA.PDF](#)
[AGENDA ITEM 6 - ATTACH 2 - NOCERA APPLICATION.PDF](#)
[AGENDA ITEM 6 - ATTACH 3 - MILLS APPLICATION.PDF](#)

XIII. Adjournment

As set forth in the Americans with Disabilities Act of 1990, the City of Lilburn does not discriminate on the basis of disability in the admission or access to, or treatment or employment in its programs or activities. City Clerk, 340 Main Street, Lilburn, GA 30047 has been designated to coordinate compliance with the non-discrimination requirements contained in section 35.107 of the Department of Justice regulations, information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereunder, are available from the ADA coordinator.

The City of Lilburn will assist citizens with special needs given proper notice (seven working days). Any requests for reasonable accommodations required by individuals to fully participate in any open meeting, program or activity of the City of Lilburn should be directed to City Clerk, 340 Main Street, Lilburn, GA 30047, telephone number 770-921-2210.