

AGENDA
CITY OF SUWANEЕ, GEORGIA
CITY COUNCIL WORKSHOP
THURSDAY, JANUARY 10, 2013
5:30 P.M.

Note: As set forth in the Americans With Disabilities Act of 1990, the City of Suwanee does not discriminate on the basis of disability in the admission or access to or treatment or employment in its programs or activities. Billie Marshall, 330 Town Center Avenue, Suwanee Georgia 30024 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, is available from the ADA coordinator.

The City of Suwanee will assist citizens with special needs given proper notice. Any requests for reasonable accommodations required by individuals to fully participate in any open meeting, program or activity of the City of Suwanee should be directed to Billie Marshall, 330 Town Center Avenue, Suwanee Georgia 30024. 770-945-8996.

Meeting Location: City Hall, 330 Town Center Avenue, Big Splash Room

A. Semi-Annual Report: Downtown Development Authority

The DDA will present their update.

B. Staff Updates Agenda: The following items are not planned for discussion at the workshop, unless specifically requested by Council.

1. Financial Software

As part of the 2013 budget, the City will be purchasing new financial software. The City has issued a Request for Proposals (RFP) for this purchase and received six proposals. Staff will complete site visits with the two highest-rated firms in mid-January and anticipated forwarding a recommendation for the February workshop.

2. World Trade Center Artifact

Staff is working with artist Marc Moulton to secure a final contract. Staff anticipates forwarding the contract for Council approval on the January 22 consent agenda, unless Council prefer otherwise.

3. Flood Insurance Rate Maps

FEMA recently notified staff that changes have been made to floodmaps for creeks and a portion of the Chattahoochee River in Suwanee. These changes are minor, but they will go into effect when the new maps are released.

4. 2013 Election

The City will hold an election on November 5, 2013 for Council posts 3, 4, and 5. Staff has prepared a draft ordinance establishing the qualifying fees for the election. Approval of the ordinance will be included on the January 22 consent agenda, unless Council prefers otherwise.

5. FY 12 Audit

Joel Black with Mauldin & Jenkins will present the audit of the FY 12 financials at the January 22 Council meeting. Staff will distribute the CAFR shortly.

6. Employee Retirement Funds

There are two retirement funds, outside the City's pension program, that are available to Suwanee employees. One is the Principal Financial Group Money Purchase Plan (the City's original defined contribution plan, not available to newly hired employees) and the ICMA 457(b) Plan (available to all

employees). At the advice of the City's retirement broker, staff released an RFP to select a consultant to consolidate these two funds into a single fund. Staff received 11 proposals and is reviewing those now.

7. Class and Compensation Study

The City has historically conducted an employee class and compensation study every 2-4 years to confirm positions are classified appropriately and to verify market ranges for salaries. The last study was done in 2008. The FY 13 budget includes funding to complete a study this year. Staff released an RFP to select a consultant to do the study and received five responses, which are being reviewed now.

C. CIP Updates

Staff will provide current updates on the following projects at the workshop.

1) I-85 Landscaping Project

2) Suwanee Creek Greenway Rehab

3) Video Surveillance Project

Staff has released an RFQ/RFP for additional video surveillance at George Pierce Park, along with surveillance systems for Town Center Park and Sims Lake Park. Consideration of this contract will be included on the January 22 regular agenda, unless Council prefers otherwise.

4) Shade Structures

5) Cemeteries

D. SUP-2013-001 – Applicant: Kyle Manard, LLC. Owner: SNBC, LLC. Requests a special use permit to allow for a health club in the M-1 (Light Industry District) Zoning District. The site is located at 305 Shawnee North Drive and contains approximately 7.80 acres. –

E. De-annexation Request

Staff has received a request from the property owner of 5105 Settles Bridge Road (parcel 7-286-026) to de-annex from the City.

F. Main Street Trees

One item on the STWP for 2012 was for staff to evaluate the condition of three large oak trees in the right-of-way along Main Street. Staff hired an arborist, who recommended that they all be removed. Staff plans to proceed accordingly and will notify the property owners whose houses are in the right-of-way where they are located.

G. 2012 Report of Accomplishments

Staff has prepared a draft version of the 2012 Report of Accomplishments, based on the STWP. Staff will review and distribute it at the workshop.

H. FY 2013 2nd Quarter Budget Adjustments

Staff has prepared the second quarter budget adjustments, which propose increasing the general fund budget by \$65,850. Staff will provide an overview at the workshop. Approval of the adjustments will be included on

the January 22 consent agenda, unless Council prefers otherwise.

I. 2013 Proposed Event Schedule

Staff will distribute a draft version of the proposed event schedule at the workshop.

J. Planning Commission Appointment

Jodi Nevels resigned from the Planning Commission in December. The opening has been advertised and applications will be received until January 7. Staff will forward applications to the Council after the deadline. Staff is seeking confirmation from Council on interview dates and the number of applicants to be interviewed.

K. Update on Gwinnett Municipal Association Activities

Council-led discussion.

L. City Manager's Report

i. Special Recognition Options for the January 22, 2013 Council Meeting

ii. Minutes for Approval

- 1. December 6, 2012 Called Meeting**
- 2. December 6, 2012 Council Workshop**
- 3. December 18, 2012 Council Meeting**