



AGENDA
CITY COUNCIL WORKSHOP
THURSDAY, DECEMBER 5, 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. Elvira Rogers 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 Elvira Rogers, 330 Town Center Avenue, Suwanee Georgia 30024, 770-945-8996.

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

A. Police Quarterly Report

Captain Mooney will present the department's report.

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

1. Alcohol Beverage License: Suwanee Neighborhood Sports Bar and Grill, 105 Horizon Drive

Suwanee Neighborhood Sports Bar and Grill has applied for an alcohol beverage license. Ms. Lucinda Patel is the applicant. The finance department has reviewed the application and recommend approval. Consideration of this license will be included on the December 17th regular agenda, unless Council prefers otherwise.

2. Building Signage

Staff recently authorized Henry Graphics to fabricate and install replacement exterior letters on the Amphitheater and Municipal Court buildings. The "Crossroads Center" letters are scheduled to be replaced with "Municipal Court" to minimize citizen/customer confusion. Also, a number of the existing "Suwanee" letters on the amphitheater stage are in disrepair and are scheduled to be replaced using the new logo font.

3. Suwanee Dam Road and Main Street Sidewalk Project

This project is now substantially complete, with a concrete multi-use trail along Suwanee Dam Road (from PIB to Main Street), as well as Main Street to the pedestrian tunnel. Final sod installation is taking place now. This project in the City's Pedestrian and Bicycle Plan was completed and funded by Gwinnett County, with the City funding the upgrade from asphalt to concrete.

4. Calendar Year Contract Renewals

There are multiple contracts expiring at the end of this calendar year. Staff has reviewed each of them and recommends approving the following. Approval of these renewals will be included on the December 17th consent agenda, unless Council prefers otherwise.

- Georgia Municipal Association (Workers' Comp)*
- Mauldin and Jenkins (Auditor)*
- ESRI, Inc. (Mapping Software Maintenance)*
- The Brickman Group (Landscape services)*
- Gwinnett Department of Corrections (Correction work detail)*
- Integrated Science & Engineering (stormwater consulting)*
- Dickerson Group (stormwater repair)*
- Inland Waters Pollution Control (stormwater repair)*
- Mitchell Mechanical (HVAC)*
- Estes Services (HVAC)*
- Partnership Gwinnett Public Funding Entity (economic development services)*
- C3 Communication (video surveillance system)*
- Motorola (service contract)*

5. FY 13 Financial Audit

The audit for FY 13 is complete. Joel Black from Mauldin and Jenkins will attend the December 17th meeting to present the audit, unless Council prefers otherwise.

6. Position Reclassification

Staff recommends reclassifying the Planner position (grade 17) to a Senior Planner position (grade 19). The Employee Handbook requires that position reclassifications be approved by the City Manager and Council. Approval of this reclassification will be included on the December 17th consent agenda, unless Council prefers otherwise.

C. CIP Updates

Staff will provide a current update on the following projects at the workshop.

1. Suwanee Creek Park Disc Golf Course

2. Buford Highway Reconstruction

The City received five responses to the RFQ for professional design and construction administration services. A committee reviewed the proposals and decided to shortlist and interview two teams of consultants. These interviews will take place on Tuesday, December 3rd. The selection committee should have a recommendation for Council by the December Council Meeting. Consideration of this contract will be included on the December 17th regular agenda, unless Council prefers otherwise.

3. Wayfinding Signage

One of the 2013 projects on the Short Term Work Program is to evaluate opportunities for signage and wayfinding within the City. In response, staff is in the process of creating a Wayfinding Master Plan that includes a cohesive, consistent approach to such signage. Staff will provide an update at the workshop.

D. RZ-2013-004 – Owner: Jeffrey Smith and Dennis Lane. Applicant: Ultrapure Properties. The applicant requests annexation and rezoning from M-I (Unincorporated Gwinnett County, Light Industry District) to M-I (City of Suwanee, Light Industry District) to allow for an existing industrial building. The site is located in Land Lot 253 of the 7th District at 325 Brogdon Road and contains approximately 1.83 acres.

Consideration of this item will be included on the December 17th regular agenda, unless Council prefers otherwise.

E. HB 99 – Home Brew Special Events

During this past legislative session, the state legislature passed HB 99 which permits home-brew special events upon adoption of local legislation. A model local ordinance has been drafted and reviewed by Legislative Counsel and the state Department of Revenue. Staff wanted to bring this legislation to Council's attention to determine if Suwanee wants to adopt the local ordinance.

F. 2014 Board Appointments

There are a number of Board and appointed positions that expire at the end of 2013. Per discussion with Council and the affected appointees and Boards, staff has prepared a list of recommended appointments. There are a couple of other Board vacancies that do not have identified appointees at this time; those will be forwarded to Council for consideration at a future date. Consideration of these appointments will be included on the December 17th regular agenda, unless Council prefers otherwise.

G. Update on Gwinnett Municipal Association Activities

Council-led discussion.

H. City Manager's Report

i. Special Recognition Options for the Council Meeting

1. Police Department – CALEA reaccreditation

ii. Minutes for Approval

1. November 7, 2013 Council Workshop

2. November 19, 2013 Council Meeting