

**AGENDA**  
**CITY OF SUWANEЕ, GEORGIA**  
**CITY COUNCIL WORKSHOP**  
**FEBRUARY 10, 2011**

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.

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Meeting Location: City Hall, 330 Town Center Avenue, Big Splash Room - #2302

**5:30 P.M.**  
**CITY COUNCIL WORKSHOP**

**A. Quarterly Police Update**

*Chief Jones will present his department's quarterly update.*

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

**1) Telecommunications Audit**

*Staff recommends auditing the telecommunications accounts associated with the City. This audit will evaluate billing errors, duplicated charges, etc., which could result in financial savings to the City. Staff has identified a company, Espy Services, who can do this audit. The cost of the service is 50% of the recovered fees. In order to assign this audit to Espy Services, the City must grant them authorization to review our accounts with the various providers. Approval of this authorization will be included on the February 22 consent agenda, unless Council prefers otherwise.*

**2) Arbor Day Celebration**

*To celebrate Arbor Day and to maintain Tree City USA status, the City will hold a celebration on March 26, 2011. As part of the celebration, staff and citizens will be invited to participate in a tree planting at a yet to be determined location. The annual Arbor Day proclamation will be included on the February 22 regular agenda, unless Council prefers otherwise.*

**3) City Properties Inventory**

*One item on the Short Term Work Program (STWP) was for staff to prepare an annual inventory of all the properties owned by the City. This inventory has been prepared and forwarded to Council.*

**4) Seatbelt Policy**

*Georgia Municipal Association, Local Government Risk Management Services (LGRMS) has revised the Safety and Liability Management Grant Program for 2011 to waive the matching portion of the grant program. Effective January 1, 2011 the grant will pay for 100% of requested items, if approved, up to the maximum amount of \$6,000 per grant ear for each of the two grant funds. A requirement to qualify is to have a "Seatbelt Use Policy." The Employee Handbook, Section 7-06 addresses us of seatbelts. Staff has amended this policy to comply with this requirement and to remain in compliance with CALEA standards. Approval of the revised policy will be included on the February 22 consent agenda, unless Council prefers otherwise.*

**5) Georgia Dept. of Revenue Partnership Program**

*The Department of Revenue has implemented a new partnership program with municipalities and counties to gather data related to sales tax collection. DOR will compare the City's occupation tax records with the information reported by businesses to see if there are any discrepancies and/or unreported sales. In order to participate in this program, the City must adopt a resolution authorizing the City's involvement. Approval of this resolution will be included on the February 22 consent agenda, unless Council prefers otherwise.*

**6) GBI Rapid ID Grant**

*The Police Department has been approved for a \$21,350.53 grant from GBI in order to purchase electronic fingerprinting equipment. This purchase will allow officers to conduct fingerprint scans in the field. This is a 100% reimbursement grant. In order to proceed with the grant, the City must enter into a Memorandum of Understanding with GBI. This item will be included on the February 22 public hearing and regular agenda, unless Council prefers otherwise.*

**C. 4<sup>th</sup> Quarter 2010 Economic Indicators Report**

Staff will present this report.

**D. ATP Update**

Council voted to postpone consideration of the updated Alternative Transportation Plan to the February 22 meeting. This item will be included on the February 22 public hearing and regular agenda, unless Council prefers otherwise.

**E. National Citizen Survey Results**

Staff will present the results from the recently completed National Citizen Survey. Staff also plans for a more formal presentation at the February 22 meeting, unless Council prefers otherwise.

**F. Pierce's Corner RFP**

The deadline for submitting proposals to this RFP was January 31. Staff will provide an update on the proposals received.

**G. Strategic Plan Consulting**

Staff released an RFQ for consulting services for the Strategic Plan in mid-December. Proposals are due on February 9. Staff will provide an update on the selection process at the February workshop and anticipates awarding this contract in February or March.

**H. Economic Development Incentives**

Staff is currently evaluating some incentives for economic development and will update Council at the workshop. Staff will also provide an overview of the evaluation of current business fees and taxes, which was another STWP item.

**I. 2011 Proposed Event Schedule**

Staff has prepared a draft schedule for the 2011 events. Staff will review the schedule during the workshop.

**J. "Right to Hike" Donation**

As mentioned during the January 25<sup>th</sup> dinner session, the organization "Right to Hike" has approached the City about donating an emergency call phone for one of the trails. Staff is seeking direction from Council on whether to accept this donation.

**K. Board Appointments**

There are two outstanding vacancies on City Boards – one on the Zoning Board of Appeals, one on the Public Arts Commission. Staff will update Council on any new applications received and seeks direction on how Council would like to proceed with filling these.

**L. FY 2012 Budget Calendar**

Staff has prepared a draft calendar for the FY 2012 budget preparation. The schedule includes several special budget workshops, which need to be confirmed with Council.

**M. Hudgens Land Donation**

*Dallas S. Hudgens Properties, LLC proposes to donate to the City a 4.6-acre tract near the intersection of Peachtree Industrial Blvd. and McGinnis Ferry Rd.*

**N. T-SPLOST**

*Staff-led discussion on the upcoming T-SPLOST vote in response to HB 277.*

**O. Update on Gwinnett Convention & Visitors Bureau**

*Jace Brooks will provide an update.*

**P. Update on Gwinnett Municipal Association Activities**

*Council-led discussion.*

**Q. City Manager's Report**

**i. Special Recognition Options for the February 22, 2011 Council Meeting**

*1. North Gwinnett High School Studio Program*

**ii. Minutes for Approval**

*1. January 25, 2011 Council Meeting*

**iii. Other Updates**

*1. State of the City address*

*2. Boy Scout Pack 1010 will lead the Pledge of Allegiance at the Council meeting.*