

AGENDA
CITY OF SUWANEЕ, GEORGIA
CITY COUNCIL WORKSHOP
APRIL 14, 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.

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

5:30 P.M.
CITY COUNCIL WORKSHOP

A. Municipal Court Semi-Annual Update

Chief Judge Mark Lewis and Chief Solicitor Elizabeth Reisner will provide the update.

B. iPad Overview

Staff will provide an overview to Council on accessing City files and reviewing and using them.

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

1) Police Substation Design & Construction

The City received nine proposals to its recent RFP for Construction Management at Risk services for design and construction of the police substation. These proposals are currently being reviewed and staff will forward a recommendation for consideration on the April 26 regular agenda, unless Council prefers otherwise.

2) Comprehensive Plan Update

Staff is currently completing the annual Comprehensive Plan Update that acknowledges new capital improvements, incorporates the policies from the Buford Highway Transportation Plan, provides an update to the Future Land Use Map and reviews rezoning/special use permit decisions for consistency with the Comprehensive Plan. The plan also includes a Short Term Work Program/Implementation chapter and a major update to demographic information based on 2010 U.S. Census data. The Planning Commission will receive a copy of the update and a request to provide comments. Once the update is complete, staff will forward it to Council for review.

3) Probation Services

The current contract with Southeast Corrections for probation services expires in

June. Staff will release an RFP in early April to solicit providers for the new contract. Proposals will be due in mid-May and staff anticipates forwarding a recommendation for Council consideration at the June 28 Council meeting. More details will be provided as they are available.

4) “Parks Perfect the Place”

Based on the STWP item of celebrating the 10th anniversary of the open space bond referendum, staff has developed a season-long program. Nine banners will be placed in our parks and newsletter articles highlighting each of our parks will be completed through the end of the year. The promotion also includes printed reusable bags (in cooperation with the “Can-Do” program) and will culminate with a November event.

5) “Can-Do” Program

The City participates in the Gwinnett Municipal Association’s Can-Do program, which collects canned goods during community events for donation to the North Gwinnett Co-Op. In light of the City’s year-long “Parks Perfect the Place” program, we will be giving away reusable bags with that logo on them to attendees who bring five or more canned goods to an event. The Can-Do program will be offered at the following City events:

- April 16th Greatest Hits Birthday Bash*
- May 27th Memorial Weekend Concert*
- August 13th Rock & Jock Festival*
- September 17th Suwanee Day*

6) Alcohol Beverage License: American Ale

American Ale, located at 3463 Lawrenceville Suwanee Road, Suite 00A, is under new management. The business has applied for Eric Siegrist to be the licensee for its on-premise consumption license. Staff has reviewed and recommends issuing the license. Consideration of this item will be included on the April 26 public hearing and regular agenda, unless Council prefers otherwise.

7) Employee Task Analysis

In an effort to maintain up-to-date job descriptions, the City regularly performs task analyses of the City’s position. These analyses also meet one of the CALEA standards. The last one was completed in 2008 and the Atlanta Regional Commission is currently completing one now.

8) Solicitor Appointment

There is currently a solicitor vacancy due to the recent resignation of Rodney Harris. Staff will be interviewing candidates on April 13 and plans to forward a recommendation for consideration on the April 26 regular agenda, unless Council prefers otherwise.

9) FY 11 3rd Quarter Budget Adjustments

Staff has prepared the recommended 3rd quarter budget adjustments. Briefly, these include the following:

- *Suwanee Day – Reclassification of line item expenditures for individual accounts that have exceeded current appropriations. This does not increase the budget in total.*
- *Community Garden - Reclassification of line item expenditures for individual accounts that have exceeded current appropriations. This does not increase the budget in total.*
- *Water Fund - \$16,550 increase to budget for ongoing water system improvements. This adjustment is funded by current consumption charges.*

D. Pedestrian Bicycle Plan

Staff has continued working with Pond and Company on revisions to the Pedestrian Bicycle Plan (PBP). Consideration of the plan will be included on the April 26 regular agenda, unless Council prefers otherwise.

E. Strategic Plan Steering Committee

Our consultant for the Strategic Plan, Interface Studio, plans to begin working with the steering committee in early May. They recommend creating a committee of approximately 20 community members. Each Council member is requested to select 3-4 community members for appointment on the April 26 regular agenda, unless Council prefers otherwise.

F. Sculptour

Staff will provide an update at the workshop.

G. Pension Update

Staff will provide an overview of the 2011 Actuarial Valuation and Review for the employee pension plan.

H. Water System Treatment

Staff will provide an update on the upcoming water treatment process to help reduce discoloration and calcification, as well as an overview of the three public information meetings that were held in late March.

I. City Logo

The City's "Crossroads of Past and Future" logo has been officially trademarked. This trademark expires in 2011. At the December 21, 2010 Council meeting, Council authorized staff to proceed with renewing this logo. In order to renew, the City must show proof that this logo is used on a regular basis. Over time, the "alternate" logo has become the more commonly used logo.

J. Council Operations Manual

One of the 2011 STWP items is for staff to develop a Council "operations manual." The purpose of this is to memorialize policies and practices that exist and formalize the ways of doing them through the adoption of this manual. Staff is currently working on this project, with the goal of having it completed by late spring/early summer. Staff is seeking ideas from Council on specific policies or issues that should be included in this manual.

K. Pedestrian Project on McGinnis Ferry Road

Agenda item requested by Councilmember Goodman. He would like to discuss the

installation of pedestrian protection on the McGinnis Ferry Road section of the Greenway.

L. Suwanee Creek Greenway Rehabilitation

The initial design work for this project, including survey, preliminary details, and environmental assessment, was completed in early March. We are currently discussing permit requirements with Georgia DOT. Staff is evaluating the option of widening the trail underneath the Lawrenceville-Suwanee Road bridge. There are a few ways this can be handled and a decision will need to be made whether to proceed and if so, how.

M. Review Ethics Ordinance

Suwanee is certified by the Georgia Municipal Association as a City of Ethics. The City must re-certify by May 20, 2011. Per the re-certification process, the Short Term Work Program identified that the City would review the current ordinance. During the March workshop, Mayor Williams created a working committee to evaluate the ordinance; he will update the Council on the actions of that committee.

N. Update on Gwinnett Convention & Visitors Bureau

Jace Brooks will provide an update.

O. Update on Gwinnett Municipal Association Activities

Council-led discussion.

P. City Manager's Report

i. Special Recognition Options for the April 26, 2011 Council Meeting

1. CALEA Presentation

A representative from CALEA will present the City's accreditation award.

2. Peachtree Ridge Landscape Design Class

Working with volunteer Rosalie Tubre, the Landscape Design class at Peachtree Ridge H.S. has installed a planting area at White Street Park. Staff proposes to invite the class, teacher, and Rosalie to showcase this project.

ii. Minutes for Approval

1. March 22, 2011 Council Meeting