

AGENDA
CITY OF SUWANEE, GEORGIA
CITY COUNCIL WORKSHOP
OCTOBER 14, 2010

Meeting Location: City Hall, 330 Town Center Avenue

4:30 P.M.**
COUNCIL WORKSHOP
Big Splash Room - #2302

****Please note the time change for this month only.****

A. Municipal Court Semi-Annual Report

Chief Judge Mark Lewis will be present to report to the Council.

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

- **Sims Lake Park Caretaker**

The City offers the opportunity for an employee to live rent-free in the Sims Lake Park cabin in exchange for serving as the park's caretaker. The agreement with current caretaker, Daniel Sutton, expires at the end of the year. Five employees applied to be the caretaker at Sims Lake Park. Staff is currently exploring the feasibility and cost of also using the house at the recently purchased Smithtown Road property for a similar arrangement. Staff will update Council as more information is available.

- **Eva Kennedy Road Tractor Trailer Traffic**

Staff has received complaints about tractor trailers using Eva Kennedy Road on a daily basis to access the Post Office. As this road is not designed to handle tractor trailer travel, staff recommends adopting a resolution to prohibit trucks with 10 wheels or more on Eva Kennedy Road. Approval of this item will be included on the October 26 consent agenda, unless Council prefers otherwise.

- **Town Center Park Lawn Care**

Staff is currently seeking bids for the lawn care at Town Center Park. Proposals are due on October 29. Staff anticipates forwarding a recommendation for award at either the November or December workshop.

- **Harvest Farm**

2011 applications have been received at the garden is again at 100% capacity. Any further applications received will be placed on a waiting list.

- **City Engineer RFQ**

Approximately six years ago, the City selected three firms to provide engineering services:

LBGM, Street Smarts, and KCI. With the economy impacting engineering firms in particular, this would be a good time to rebid the services and see if the City can get more competitive pricing. Staff plans to release a Request for Qualifications (RFQ) to evaluate these services.

C. SUP-2010-003 – Applicant: Bionew USA Corp. Owner: Yost Holdings at Swiftwater Dr., LLC. Requests a special use permit to allow for an electronic recycling facility in the M-1 zoning district. The site is located at 3600 Swiftwater Park Drive and contains approximately 3.31 acres.

Both Planning Commission and staff recommend approval with conditions.

D. RZ-2010-004 & SUP-2010-002 – Applicant: QuikTrip Corporation. Owner: Eugene Walls. Requests a rezoning from R-100 (Residential Single Family District) to C-2A (Special Commercial District with alcohol sales) and special use permit to allow for a convenience store with gas pumps and a car wash facility. The site is located at 3359 Lawrenceville-Suwanee Road and contains approximately 3.96 acres.

These items were postponed to the October 26 Council meeting.

E. Staffing Levels

Staff routinely analyzes the City's staffing levels compared to neighboring municipalities. Staff will provide an update at the workshop.

F. Planning Commission and Board of Appeals Appointments

For the past few years, the City has used an interview process for filling vacant and expiring terms on the Planning Commission and Board of Appeals. Pete Charpentier, Anthony Manners, Bill Thee, and Bob Hogberg all have terms that expire at the end of the year. Staff is seeking Council feedback on the proposed process.

G. Trail/Sidewalk Grants

Staff is currently exploring the possibility of applying for several grants related to the construction of trails and/or sidewalks. These grant programs include Safe Routes to School, Transportation Enhancement (TE) Program and Recreational Trails Program (RTP) funding opportunities. The TE and RTP grants require a 20% local match. Staff is seeking feedback and direction from Council prior to submitting these applications.

H. Strategic Plan

Staff has met with one potential consultant who could assist with the public participation component of the Strategic Plan. Staff will provide more details at the workshop, including the initial recruitment stage that is now underway.

I. City Facilities Maintenance Plan

A Short Term Work Program (STWP) and Capital Improvement Program (CIP) item, staff released a RFQ/RFP and received a proposal from one firm to assess certain City facilities and provide recommendations on maintenance and replacement schedules. Staff is currently reviewing the proposal and will provide more details at the October workshop. Staff hopes to be able to recommend award of contract for consideration at the October 26 council meeting. Consideration of this item

will be included on the October 26 regular agenda, unless Council prefers otherwise.

J. Natural Gas Provider Partnership Program

Staff released a Request for Proposals (RFP) soliciting a potential partnership with a natural gas provider for the purpose of providing benefits to City customers and potentially to the City. Two proposals were received and staff is currently reviewing those. Staff will provide more information at the workshop.

K. 1st Quarter FY 2011 Budget Adjustments

Staff has identified the 1st quarter adjustments to the FY 2011 budget. Approval of the adjustments will be included on the October 26 consent agenda, unless Council prefers otherwise.

L. 2011 Council Retreat

Staff has confirmed Feb. 3-5 with our facilitator. Staff will present options for the location at the workshop.

M. Update on Construction Projects - Staff will provide an update on the following projects at the workshop.

- **Suwanee Creek Greenway Rehabilitation**

Staff is currently negotiating a contract with JJG for on-demand design services and anticipates forwarding to Council for approval on the October 26 consent agenda, unless Council prefers otherwise.

N. Update on Gwinnett Convention & Visitor's 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 October 26, 2010 Council Meeting

- Suwanee Day Committee
- Suwanee Day Presenting Sponsors

ii. Minutes for Approval

1. September 28, 2010 Council Meeting

iii. Other Updates