



**AGENDA**  
**CITY COUNCIL WORKSHOP**  
**THURSDAY, JANUARY 16, 2020**  
**5:30 PM**

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

**A. Oath of Office**

*Newly elected City Councilmembers will sign the Oath of Office.*

**B. Police Quarterly Report**

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

**C. Staff Updates**

**1. Organizational Matters for 2020**

*The following organizational matters will be included at the beginning of the January 28th agenda:*

*- Oath of Office for James. M. Burnette, Jr., Mayor; Heather J. Hall, Post 1; and Laurence Pettiford, Post 2*

*- Adoption of Rules and Procedures: In accordance with Section 2.19 of the City Charter, the City Council annually adopts its rules of procedure and order of business. Staff recommends adopting the current edition of Robert's Rules of Order.*

*- Selection of Mayor Pro Tem: In accordance with Section 2.27 of the City Charter, by a majority of vote, the City Council shall elect a Councilmember to serve as Mayor Pro Tempore for the ensuing year. The Mayor Pro Tem shall assume duties and powers of the Mayor during the Mayor's disability or absence.*

**2. 2<sup>nd</sup> Quarter Budget Adjustments**

*The proposed second quarter budget adjustments include revenue offsets for the General Fund of \$123,800, which is an increase of just under 1% the total budget. Approval of this item will be included on the January 28th consent agenda, unless Council prefers otherwise.*

**3. FY 19 Audit Presentation**

*The audit for FY 2019 is complete. A representative from Mauldin & Jenkins will present the results at the January 28<sup>th</sup> Council meeting, unless Council prefers otherwise.*

**4. Greek Island Grill & Bar Beverage License**

*Due to a change in ownership this business, located at 3320 Lawrenceville-Suwanee Road, Suite B2, has applied for on-the premise consumption of beer, wine, and distilled spirits. Mr. Randall Harris has applied to be the licensee and the Business Services department recommends approval.*

**5. Anatolia Café and Hookah Lounge Beverage License**

*This business, located at 2855 Lawrenceville Suwanee Road, has applied for a new license for the on-premise consumption of beer, wine and distilled spirits. Mr. Rizwan Jiwani has applied to be the licensee and the Business Services department recommends approval.*

**6. Title VI Non-Discrimination Agreement**

*The City must annually execute a Title VI Non-Discrimination Agreement in compliance with federal highway regulations in order to continue to receive federal funds for road projects. Approval of this item will be included on the January 28th consent agenda, unless Council prefers otherwise.*

**7. Statewide Mutual Aid Agreement Renewal**

*In 2016, the city entered into a Statewide Mutual Aid Agreement with Georgia Emergency Management Agency (GEMA) in case of an emergency. It is time to renew the agreement. There are no substantive changes from the previous agreement. Renewal of this agreement will be included on the January 28th consent agenda, unless Council prefers otherwise.*

**8. Ratify Georgia Power Easement for Municipal Court Project**

*The Mayor has executed an access easement with Georgia Power for work associated with the municipal court renovation project. Ratification of this signature will be included on the January 28th consent agenda, unless Council prefers otherwise.*

**9. City Code Amendment for Brunch Bill Referendum**

*Suwanee voters approved a referendum in the November election to adopt the "brunch bill" for extended hours on Sundays for alcohol sales by the drink. Staff has incorporated the necessary changes into the City Code. Consideration of the updated ordinance will be included on the January 28th regular agenda, unless Council prefers otherwise.*

**10. Arbor Day Proclamation**

*The City will celebrate Arbor Day on February 22, 2020. Approval of this proclamation will be on the January 28<sup>th</sup> regular agenda unless Council prefers otherwise.*

**11. Public Arts Commission Vacancy**

*The PAC is recommending that city resident Carla Hoff be appointed to the Commission to replace Annie Davis, who has moved out of the City. Ms. Davis will continue to serve on the Capital Campaign Committee. Staff is requesting that Ms. Hoff be placed on the list of approved appointees on the January 28th regular agenda, unless Council prefers otherwise.*

**D. CIP Updates**

*Staff will provide updates on the following projects:*

**1. Jackson Street**

**2. Settles Bridge Road Speed Reduction Project**

*The City has been exploring alternatives to reduce speeds on Settles Bridge Road. Before presenting a potential option to the area residents, staff wanted to review the option with Council.*

**E. Annual Appointments**

*Terms will expire at the end of January for three members of the Zoning Board of Appeals and three members of the Planning Commission, as well as other City boards and appointed positions. All board members on Planning-related boards are interested in reappointment.*

**F. Municipal Court Appointment - Associate Judge**

*Associate Judge Kim Gallant will be stepping down from Suwanee's court to pursue a full-time appointment in Gwinnett County. Staff will provide an update at the workshop and hopes to be able to forward a recommendation for appointment along with the annual appointments of other court personnel at the January 28th Council meeting.*

**G. Shopping Cart Ordinance**

*Staff would like to discuss exploration of an ordinance to address shopping carts that are abandoned throughout the city. This is an issue that has been addressed in other cities with an ordinance that requires businesses with shopping carts to have a plan for retrieving abandoned shopping carts and fines businesses that do not retrieve abandoned carts in a timely manner.*

**H. Potential Pedestrian and Bicycle Project Funding**

*Staff would like to discuss potential funding for pedestrian project studies and/or pedestrian project construction.*

**I. SDS Update**

*Staff will give an update regarding ongoing negotiations for the Service Delivery Strategy (SDS) between Gwinnett County and the municipalities.*

**J. 2020 Event Schedule**

*Staff will discuss upcoming 2020 event schedule.*

**K. Art for All Campaign Update**

*Staff will give a status update on the Art for All public art capital campaign. Thus far, approximately \$550,000 has been committed of the \$1,250,000 goal.*

**L. Council Retreat Overview and Logistics**

*Staff will briefly discuss logistics associated with the February 20-22 City Council retreat.*

**M. Knowledge Sharing**

1. **Gwinnett Municipal Association Activities**
2. **Other**

**N. City Manager's Report**

- i. **Special Recognition Options for the Council Meeting**
- ii. **Minutes for Approval**
  1. **December 5, 2019 Workshop**
  2. **December 17, 2019 Council Meeting**

**O. Newly Elected Council Orientation Continued**

*A few departments have not had orientation with the newly elected councilmembers. Staff will present an abbreviated orientation.*

**P. Council Cyber Training**

*The two newly elected officials need to go through cybersecurity training. Cass Mooney will present the 30-minute training.*