

**MINUTES  
CITY OF SUWANEE, GEORGIA  
PUBLIC HEARING & CITY COUNCIL MEETING  
JANUARY 27, 2009**

*Meeting Location:*

*Dinner Session – City Hall Conference Room (373 Highway 23)*

*Public Hearing and City Council Meeting - Crossroads Center (323 Highway 23)*

Attendees: Dave Williams, Mayor  
Jimmy Burnette, Mayor Pro Tem  
Jace Brooks, Councilmember  
Daniel F. Foster, Councilmember  
Kevin McOmber, Councilmember  
Marty Allen, City Manager  
Elvira Rogers, City Clerk  
Gregory Jay, City Attorney

Absent: Jeannine Rispin, Councilmember

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**5:30 P.M.  
DINNER SESSION**

**1. City Council Informal Session**

*Informal discussion among City Councilmembers and staff. Food provided for Elected Officials and staff. No action to be taken during session.*

**6:30 PM  
PUBLIC HEARING**

Mayor Williams called the meeting to order at 6:34 P.M. Councilmember Brooks read the procedures for public meetings for the record.

**2. Alcohol Beverage License Request for 350 Peachtree Industrial Blvd by PIB Superstore, LLC**

*PIB Superstore, LLC has applied for a Package Store License for 350 Peachtree Industrial Blvd with Richard Tucker as the applicant. The Finance Department recommends issuance of the license.*

There was no audience participation.

**3. SUP-2009-001: Applicant: AJC Construction, LLC. Owner: National Guarantee Insurance**

*The applicant requests a special use permit to allow executive quarters in the PMUD zoning*

*district. The site is located in Land Lot 208 of the 7th District at 1375 Station Center Boulevard and contains approximately 3.11 acres. Planning Department Recommendation: Approval with Conditions. Planning Commission Recommendation: Approval with Conditions.*

Josh Campbell, Planning Director, stated there was an advertising error related to this request. The case has been re-advertised and will be heard on February 3, 2009 by the Planning Commission and presented to Council at the February 24, 2009 meeting.

The applicant requests a Special Use Permit on an approximately 3.11 acre site to allow for four executive quarter's suites totaling approximately 4,000 square feet in an approximately 60,000 square foot building located in Suwanee Station. The existing zoning on the site is consistent with this designation. The proposed special use is an accessory use that is incidental to the primary use of the property. Therefore, the proposed special use is consistent with the land use designation.

There was no audience participation.

The Public Hearing closed at 6:40 P.M.

**7:00 P.M.**  
**COUNCIL MEETING**

**4. Call To Order**

Mayor Williams called the meeting to order at 7:01 P.M.

**5. Organizational Matters for 2009**

*At the first meeting of each year, Council selects the Mayor Pro-Tem and adopts the Rules of Order to be used for the year.*

**a) Selection of Mayor Pro-Tem**

Councilmember McOmber nominated Jimmy Burnette, second by Councilmember Brooks. There being no further discussion the nominations were closed.

*Councilmember McOmber made the motion to approve Jimmy Burnette as Mayor Pro Tem, second by Councilmember Brooks and so carried 4-0-1 (Burnette abstained).*

**b) Adoption of Rules of Procedure**

*Motion by Councilmember Foster to adopt Robert Rules of Order Amended as the Rules of Procedure, second by Councilmember Brooks for clarification that this is the latest version. Councilmember Foster stated yes. Councilmember Foster amended the motion to include Roberts Rules of Order latest version (10<sup>th</sup> Edition), second by Councilmember Brooks and so carried 5-0.*

## 6. Announcements

- a) *Do you have a great photograph that conveys a thousand words or so about the Suwanee community? If so, consider submitting the photo to the City's Snap Suwanee photo contest. The City's Public Arts Commission is hosting a Snap Suwanee photography contest, and the initial winning photographs will be displayed at the grand opening of the new City Hall, anticipated early this spring. Ideally, photos will be taken at identifiable Suwanee locations and convey a sense of the community. Snap Suwanee is an ongoing contest with photos accepted year-round, but to be considered for the 2009 display to be unveiled at the City Hall grand opening, entries must be received by Monday, February 16. Submit or mail digital photos to the Suwanee Crossroads Building at 323 Buford Highway or email individual photos to SnapSuwanee@suwanee.com. A separate entry form is required for each submission. More guidelines and an entry form are available at [www.suwanee.com](http://www.suwanee.com).*
- b) *Finishing touches are being made on Suwanee's new 23,600 square foot, art deco-styled City Hall. Located at 330 Town Center Avenue, the two-story City Hall is designed to be a distinctive landmark as well as function as an efficient public service facility. If all goes according to plan, City staff anticipate moving in on February 21<sup>st</sup>, and a grand opening community celebration is scheduled for Saturday, March 28. Because of the nature of construction projects, all scheduled dates are tentative; check [www.suwanee.com](http://www.suwanee.com) for updated opening and grand opening information.*
- c) *Please join us on Saturday, February 21 at 8:00am for the Ribbon Cutting Ceremony for Suwanee's new Pedestrian Underpass. We'll celebrate the opening of this important pedestrian connection between Old Town and Town Center.*
- d) *The Downtown Suwanee Master Plan process is proceeding well. The City's consultant team has developed two concept plans based on input received at previous community meetings and the design Charette. The concept plans will be presented during the next Community Meeting on Tuesday, February 10 at 6:30 pm at the Crossroads Center. During this meeting, participants will have a chance to review the concept plans and help select the elements to be include in the final plan. For more information, please visit [www.downtownsuwaneeplan.com](http://www.downtownsuwaneeplan.com) or contact Planning Director Josh Campbell.*

## 7. Pledge of Allegiance – Presentation of Flag by Cub Scout Pack #608

*Cub Scout Pack #608 conducted a Flag Ceremony in conjunction with the Pledge of Allegiance.*

## 8. Approval of Minutes

### a) December 11 Called City Council Meeting

*Motion by Councilmember McOmber to approve the December 11, 2008 Called Meeting Minutes, second by Mayor Pro Tem Burnette and so carried 5-0.*

### b) December 18 City Council Meeting

*Motion by Mayor Pro Tem Burnette to approve the December 18, 2008 Council Meeting Minutes, second by Councilmember Brooks and so carried 5-0.*

## **9. Adoption of Agenda as Presented**

*Motion by Councilmember Foster to adopt the agenda with the following changes: remove Item #18 and modify Item #21 to include Personnel and Real Estate Matters, second by Councilmember Brooks and so carried 5-0.*

## **10. Special Recognition**

- a) Three Bridges PACT Recognition**
- b) Suwanee Gateway PACT Recognition**

*Three Bridges subdivision, along with nine businesses in the Suwanee Gateway area, have completed the process to become certified in the PACT program. These are the first City businesses to become certified in the PACT program. The businesses receiving the certification are as follows ( ✓ denotes attendance at meeting):*

✓AROL, USA- John Osifchin	✓RBC @ Suwanee Gateway- Genie Stamper
✓COEX - Richard Yoon	✓Classy Finds- Dean and Deborah Wyant
✓MacPherson's - June Spruell	Staffing Advantage- Nancy Jones
Quality Technology- Gwynne Claghorne	✓Premier Immediate Care- Dr. Philip
BB&T Bank- Denise Kimmel	Henderson and Janet Bell

Mayor Williams was joined by Deputy Chief Moon, Sgt. Elias Casanas and Officer Cloy in recognizing the Three Bridges PACT. Ed & Lucy Snezyk represented Three Bridge. Deputy Chief Moon, Sgt. Casanas, Sgt. Edmisten and Detective McCoy recognized the Suwanee Gateway Pact. Deputy Chief Moon stated there are currently 29 PACT areas.

## **11. Appointment to Downtown Development Authority**

*There are two DDA positions with terms expiring in January 2009. The DDA has nominated Julie Perdue for a four-year term to expire in January 2013.*

*Karla Manners held the other position and has resigned from the DDA. The DDA will interview candidates for her position and forward a recommendation to Council.*

*Motion by Mayor Pro Tem Burnette to appoint Julie Perdue to the DDA for a four year term to expire in January 2013, second by Councilmember McOmber and so carried 5-0.*

## **12. Arbor Day Proclamation**

*The City will celebrate Arbor Day on February 20. The ceremony will take place on February 20 at noon at the Caboose in Old Town. Mayor Pro Tem Burnette read the Arbor Day Proclamation for the record.*

*Motion by Mayor Pro Tem Burnette to adopt the Arbor Day Proclamation and proclaim February 20, 2009 as Arbor Day in the City of Suwanee, second by Councilmember Brooks and so carried 5-0.*

**13. Audience Participation**

Jerry Little and Julie Purdue (Main Street Merchants) announced that a Main Street Merchants Association has been created with 100% participation from the Main Street vendors. The next meeting of the Association will be February 16, 2009, 5 PM at Mr. Little's CPA Office on Main Street.

**NEW BUSINESS**

**14. Alcohol Beverage License Request for 350 Peachtree Industrial Blvd by PIB Superstore, LLC**

*PIB Superstore, LLC has applied for a Package Store License for 350 Peachtree Industrial Blvd with Richard Tucker as the applicant. The Finance Department recommends issuance of the license.*

*Motion by Councilmember Foster to approve an Alcohol Beverage License for PIB Superstore, LLC, second by Mayor Pro Tem Burnette and so carried 5-0.*

**15. SUP-2009-001: Applicant: AJC Construction, LLC. Owner: National Guarantee Insurance**

*The applicant requests a special use permit to allow executive quarters in the PMUD zoning district. The site is located in Land Lot 208 of the 7th District at 1375 Station Center Boulevard and contains approximately 3.11 acres. Planning Department Recommendation: Approval with Conditions. Planning Commission Recommendation: Approval with Conditions.*

*Motion by Councilmember Foster postpone SUP-2009-001 to the February 24, 2009 Council Meeting, second by Councilmember Brooks and so carried 5-0.*

**16. Consider Adoption of 2030 Comprehensive Plan**

*The City has received final approval of the 2030 Comprehensive Plan from Georgia's Department of Community Affairs and the Atlanta Regional Commission. Council must now adopt the plan and submit to DCA by the end of February.*

*Motion by Councilmember Brooks to adopt the 2030 Comprehensive Plan, second by Councilmember McOmber and so carried 5-0.*

**17. Consider Renewal of Existing Service Delivery Strategy**

*Concurrent with completion of the 2030 Comprehensive Plan, Gwinnett County and all of the municipalities are required to update the Service Delivery Strategy. This certification must be submitted to the Department of Community Affairs by February 28, 2009 in order for the City to retain its status as a Qualified Local Government. Staff recommends renewing the existing Service Delivery Strategy with an expiration date of May 1, 2009.*

*Motion by Councilmember Brooks to approve renewal of the Existing Service Delivery Strategy with an expiration of May 1, 2009, second by Mayor Pro Tem Burnette and so carried 5-0.*

**18. Consider Authorizing Mayor to Execute Sign Easement Agreement with Madison Retail-Suwanee, LLC for Additional Signs in Town Center Park**

*Removed from agenda.*

**19. Consent Agenda**

**a) Authorize Staff to Execute Lease with MSA Inc. and Authorize Mayor to Execute Lease Documents for Two Copiers for the New City Hall**

*Staff received four (4) proposals and recommends entering into a Contract with MSA Inc. for a 48-month lease.*

**b) Adopt Resolution to Establish Qualifying Fees for 2009 Municipal Election**

*As outlined in the Georgia Election Code, Section 21-2-131, the Council shall fix and publish qualifying fees no later than February 1 of the election year. Per the Code, the qualifying fees shall be set at 3% of the total gross salary of the office paid in the preceding year. The fees will be \$270.00 for Posts 3, 4, and 5. Details on this item were include in Tab D of the workshop packet; no changes have been made since then.*

**c) Adopt Telegraph and Telephone Compensation Ordinance**

*As a result of new legislature adopted by the State in 2008, Georgia Municipal Association has advised the City to adopt an Ordinance regarding compensation by all telephone companies that construct, maintain, and operate lines and facilities in and along municipal streets. Based on GMA's recommendation, Gregory Jay has prepared an Ordinance for the Council to consider. The Ordinance and background information from GMA were included in Tab D of the workshop packet; no changes have been made since then.*

**d) Authorize Mayor to Execute Change Order to Contract with MC Dean, Inc. in the Amount of \$8,294.00 for Additional Items Needed for Installation of Voice/Data, Audio-Visual, and Security Equipment in New City Hall**

*MC Dean, Inc. has submitted Change Order #1 in the amount of \$8,294.00 for the purposes of additional items that are needed for the installation of the voice/data, audio-visual, and security equipment. The budget currently includes \$178,928.60 in uncommitted funds for construction costs; staff proposes using these funds for this change order. The Change Order was included in Tab L of the workshop packet; no changes have been made since then.*

**e) Authorize Mayor to Execute Change Order #3 to Contract with J.J.E. Constructors, Inc. in the Amount of \$14,890.00 for Sidewalk Extension Associated with the Pedestrian Underpass**

*J.J.E. Constructors, Inc. have submitted Change Order #3 in the amount of \$14,890.00*

*which includes additional work to the contract scope in order to add a sidewalk along the Main Street side of the project. The budget currently includes \$183,880 in uncommitted funds; staff proposes using these funds for these change orders. Details, including the proposed Change Order, were included in Tab L of the workshop packet; no changes have been made since then.*

**f) Authorize Mayor to Execute Change Order #4 to Contract with J.J.E. Constructors, Inc. in the Amount of \$22,325.00 for Work to Address Drainage Issues Associated with the Pedestrian Underpass**

*J.J.E. Constructors, Inc. has submitted Change Order #4 to remove and replace part of the driveway approach on the southeast end of the tunnel in order to address some drainage issues. The budget currently includes \$183,880 (minus change order considered above) in uncommitted funds; staff proposes using these funds for these change orders. Details, including the proposed Change Order, were included in Tab L of the workshop packet. Staff will present the final cost prior to the Council meeting.*

**g) Authorize Mayor to Execute Change Order #2 to Contract with Bron Cleveland Associates in the Amount of \$17,995.00 for Additional Work Related to Alternative Transportation Plan Projects**

**h) Authorize Mayor to Terminate Contract with Lasercraft, Inc. regarding camera monitoring**

*In light of recent performance information concerning the existing camera systems, the staff recommends termination of contract.*

***Motion by Mayor Pro Tem Burnette to approve the Consent Agenda, second by Councilmember Brooks and so carried 6-0.***

**20. City Manager's Report – None.**

**21. Executive Session: Personnel and Real Estate Issues**

***Motion by Councilmember McOmber to ENTER Executive Session to discuss Personnel and Real Estate Issues, second by Mayor Pro Tem Burnette and so carried 5-0. Time: 7:42 P.M.***

***Motion by Councilmember Foster to EXIT Executive Session, second by Councilmember Mayor Pro Tem Burnette and so carried 5-0. Time: 8:02 P.M.***

**22. Adjournment – Time: 8:02 P.M.**

***Motion by Mayor Pro Tem Burnette to adjourn, second by Councilmember McOmber and so carried 5-0.***

***Approved 02/24/2009***