

**MINUTES
CITY OF SUWANEE, GEORGIA
CITY COUNCIL MEETING
JULY 28, 2009**

Meeting Location: City Hall, (330 Town Center Avenue)

Attendees: Dave Williams, Mayor
Jimmy Burnette, Mayor Pro Tem
Jace Brooks, Councilmember
Daniel F. Foster, Councilmember
Kevin McOmber, Councilmember
Jeannine Rispin, Councilmember
Marty Allen, City Manager
Phyllis Edmond, HR Manager for City Clerk
Gregory Jay, City Attorney

Absent: Elvira Rogers, City Clerk

**5:30 P.M.
DINNER SESSION
Room 2302**

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 P.M.
PUBLIC HEARING
Council Chambers – Room 2101**

Mayor Williams opened the Public Hearing at 6:30 P.M. and read the Procedures for Public Hearings for the record.

1. Presentation of Master Plan for Suwanee Community Garden

Jessica Roth, Assistant to the City Manager presented the Suwanee Community Garden. Areas covered included a brief overview of what has been done, time estimate for different phases of projects and the long-range goals of the group. The property is located on White Street and is approximately seven acres. There are approximately sixty community members participating. There was one comment from Rosa Lee Tubre, 552 Brambling Court, Suwanee. She expressed that she was impressed with the City and that the plan is very exciting and she hopes that Council will approve the garden. Ms. Tubre is one of the community members.

7:00 P.M.
COUNCIL MEETING
Council Chambers – Room 2101

2. Call to Order

Mayor Williams called the meeting to order at 7:05 P.M

3. Announcements

- Once again, Money magazine has confirmed what Suwanee residents already know – Suwanee is one of the best places to live in the country. Suwanee is included in the magazine's 2009 list of America's top 100 best places to live, ranked number 35 in the list of best small towns. In considering more than 2,400 small towns with populations between 8,500 and 50,000, Money also evaluated economic factors, schools, crime rates, home affordability, and other quality of life factors.
- For those of you who are eager to get on the lake at Sims Lake Park, you don't want to miss Paddle in the Park. The City of Suwanee is teaming with Up the River Outfitters to allow kayaking on the lake for one weekend only in August. From 10 a.m.-7 p.m. Saturday and Sunday, August 29 and 30, one- and two-person kayaks will be available to rent on a first-come, first-served basis.
- While you're enjoying Paddle in the Park, be sure to check out Butterfly Girl, a 4-foot, bronze sculpture by Cumming artist Gregory Johnson, that has been installed at Sims Lake Park. The sculpture, on loan to Suwanee for four months through The Arts Council, Inc. of Gainesville, exemplifies Suwanee's efforts to promote public arts throughout the community.
- Congratulations to five City staff members who completed the highly regarded Management Development Program (MDP) in June. MDP is a training program for local government employees offered in cooperation by the University of Georgia Carl Vinson Institute for Government and the Atlanta Regional Commission. A requirement of the third level of MDP is development of a project that brings about a positive, measurable change to an organization. Suwanee's most recent MDP graduates completed the following projects:
 - Mariza Abdeljawad, Court Services Administrator: implementation of software that will allow Suwanee's municipal court to go paperless
 - Police Sgt. Jeff Dickens: a fuel-conservation program for fleet vehicles
 - Tammy Hiler, Public Works Administrative Assistant: Public Works employee recognition program
 - Aimee Nobs, Human Resources Manager: new employee orientation program
 - Jessica Roth, Assistant to the City Manager: analysis of Suwanee's fee structure.
- The International City/County Management Association has recently awarded Suwanee a Certificate of Distinction for our efforts and results in performance measurement and management. Cities are judged on a variety of criteria related to their performance management program, including the reporting of performance data to the public,

verification efforts to ensure data reliability, staff training, and the use of performance data in strategic planning and decision-making. Suwanee is one of only 18 jurisdictions to receive a 2009 Certificate of Distinction.

4. Pledge of Allegiance

Officer Joe Carter led the pledge.

5. Approval of Minutes

a. June 11, 2009 Called City Council Meeting

Motion to approve by Councilmember Foster, second by Councilmember Brooks and so carried 6-0

b. June 25, 2009 City Council Meeting

Motion to approve by Councilmember Brooks, second by Councilmember McOmber and so carried 6-0

6. Special Recognition

- a. Officer Joe Carter was the recipient of “Operation Noble Eagle” award. This award and a pen were presented by Frank Rotondo who is the Executive Director of the Georgia Association of Chiefs of Police.

7. Adoption of Agenda as Presented

Motion to approve agenda as presented by Councilmember Brooks, second by Councilmember Rispin and so carried 6-0

8. Audience Participation – None

NEW BUSINESS

9. Consider Adoption of Master Plan for Suwanee Community Garden

Motion by Councilmember Rispin to adopt the Master Plan for Suwanee Community Garden, second by Councilmember Foster and so carried 6-0.

10. Consider Authorizing Mayor to Execute Contract for Livable Centers Initiative Supplemental Study for Buford Highway Concept Plan

The City has received LCI Supplemental Study funds from ARC to complete a feasibility study for transportation improvements to Buford Highway. The funding contract has been approved by the Georgia Department of Transportation and must be executed by the City. It is anticipated that the study will begin in September.

Motion by Mayor Pro Tem Burnette to authorize Mayor to execute contract for Livable Centers Initiative Supplement Study, second by Councilmember McOmber and so carried 6-0.

11. Consider Adopting a Resolution to Call the November 3, 2009 General Municipal Election to Fill the Expired Terms of Council Posts 3, 4 and 5

Council decided during the July 16 workshop to hold a 3-day qualifying period. Qualifying will be held Monday August 31 through Wednesday September 2, from 8:30-4:30 at City Hall. The qualification fee is \$270. The November 3 election will be held from 7:00 am to 7:00 pm at City Hall.

Motion by Councilmember McOmber to adopt a three-day qualifying period, second by Mayor Pro Tem Burnette and so carried 6-0.

12. Adoption of Resolution/Ordinance to Adopt the City of Suwanee Fee Schedule

Staff presented an overview of a comprehensive fee analysis at the June workshop and distributed the recommended fee schedule at the July workshop. Staff has identified two additions to the fee schedule since the workshop; these are detailed in the included memo.

Motion by Councilmember Foster to adopt the Resolution and Fee Schedule, second by Councilmember McOmber and so carried 6-0.

13. Consider Approval of Fourth Quarter FY 09 Budget Adjustments

The proposed adjustments will transfer \$1,300,000 from the general fund to a capital fund for the Town Center parking facility improvements. The resulting end-of-year fund balance for FY 09 will be very close to the fund balance at the beginning of FY 09 - \$7,585,560.

Motion by Councilmember Brooks to approve the 4th Quarter FY 09 Budget Adjustments, second by Mayor Pro Tem Burnette and so carried 6-0.

14. Consent Agenda

a. Authorize Mayor to Execute Contract with Syscon for Municipal Court Management Software

Staff has received three proposals for new Court software to transition to a nearly paperless environment. Staff recommends awarding this contract to Syscon and paying for this software, as well as any hardware and software maintenance, through a \$6.81 fee that is added to each citation. This is a \$2.81 increase over the current fee and will be born by the defendants. This fee increase will be submitted to the Council for consideration after the software is installed and ready to go live.

b. Authorize Mayor to Execute Buy-Out Documents with EGP/Great America Leasing and MSA, Inc. for City Hall Copiers

Council directed staff at the May workshop to proceed with some expenditures related to City Hall and Town Center, using the remaining funds from the City Hall construction budget. One item was the buy-out of the leases for the three copiers in City Hall. This buy-out is estimated to be approximately \$50,000, which requires Council approval.

c. Adoption of Resolution/Ordinance to Amend Section 50-184(a) of the City of Suwanee Code of Ordinances Related to Penalties for Delinquent Occupational Tax Payments

This item is related to the comprehensive fee analysis. This resolution/ordinance will increase the minimum penalty for late occupation tax payments from 10% of the tax owed to \$25 or 10%, whichever is greater.

d. Authorize the Mayor to Amend the Contract with Street Smarts for the Design of the I-85 Streetscape Project to Increase the Total Fee by \$18,850.00

On December 19, 2006, City Council approved paying Street Smarts up to \$40,000 for design services of the I-85 streetscape project. Staff has been working with Street Smarts since that time on a design for this project. Due to numerous factors, such as a moratorium on DOT landscaping projects, this project was delayed. We are now able to proceed once again but need a budget increase of \$18,850.00 to complete additional design work and complete the job. This fee increase, as well as the project construction, will be funded with 2005 SPLOST.

Motion by Councilmember Rispin to approve the Consent Agenda, second by Councilmember Brooks and so carried 6-0.

15. City Manager's Report - No Report

16. Executive Session: Legal Issues

Motion by Councilmember Foster to ENTER Executive Session for Legal Issues, second by Councilmember Brooks and so carried 6-0.

Motion by Mayor Pro Tem Burnette to EXIT Executive Session for Legal Issues, second by Councilmember McOmber and so carried 6-0.

No Action Taken

17. Adjournment

Motion to Adjourn by Mayor Pro Tem Burnette, second by Councilmember Brooks and so carried 6-0.

Approved 08/25/2009