

Minutes

CITY COUNCIL MEETING TUESDAY, FEBRUARY 27, 2024

Meeting Location: City Hall, 330 Town Center Avenue, Council Chambers

Attendees: Jimmy Burnette, Mayor
Beth Hilscher, Mayor Pro Tempore
Julianna McConnell, Councilmember
Peter Charpentier, Councilmember
Marty Allen, City Manager
Gregory Jay, City Attorney
Robyn O'Donnell, City Clerk

Absent: Larry Pettiford, Councilmember
Linnea Miller, Councilmember

A. Call to Order

Mayor Burnette called the meeting to order at 6:32 p.m.

B. Announcements

1. Applications are now being accepted for the 2024-2025 Suwanee Youth Leader program. This award winning nine-month leadership program is open to Freshman and Sophomores who live in the North Gwinnett, Peachtree Ridge, and Collins Hill clusters, as well as home school and private school students who reside within those clusters. The program centers on civic involvement, leadership skills, and volunteer opportunities. The application can be found on Suwanee.com and are due March 31st.
2. Snap and share your photos of the Suwanee Community through the city's annual Snap Suwanee photo competition. Images that depict the vibrancy, vitality, and livability of our city from portraits to lifestyle and landscapes are encouraged. Snap Suwanee winners will have their photos displayed in City Hall. The deadline for submissions is February 29th. Rules and information can be found on Suwanee.com.
3. Suwanee's Winter Farmers Market is happening twice monthly. Come and enjoy the great outdoors at Town Center Park from 9am – 11am. Stop by and enjoy fresh local winter produces such as lettuces, greens, potatoes, carrots baked goods and a variety of other delicious local flavors. Upcoming Farmers Market dates are March 9th, March 23rd, and April 13th.

C. Pledge of Allegiance

D. Approval of Agenda

Councilmember Charpentier motioned to approve the Agenda as presented, second by Councilmember McConnell and so carried 4-0.

E. Approval of Minutes

- a. **January 11, 2024 Council Workshop**
- b. **January 23, 2024 Council Called Meeting**
- c. **January 23, 2024 Council Meeting**

Mayor Pro Tempore Hilscher motioned to approve all sets of Minutes as presented, second by Councilmember Charpentier and so carried 4-0.

F. Special Presentation: FY 2023 Audit

Mr. Josh Carroll from Mauldin & Jenkins delivered the findings, emphasizing that alongside examining all financial aspects of the city, the ARPA program underwent a thorough audit. The complete audit yielded no issues, required no adjustments, and consequently, no recommendations for improvement were made.

G. Special Recognition – Gwinnett County STAR Student Jillian Vacha and STAR Teacher Andrea Boyce

H. Audience Participation

Charlotte McGuire – As a current member, Ms. McGuire provided a detailed update on the 2023-2024 Suwanee Youth Leader (SYL) program. She highlighted the monthly meetings attended by SYL members, which includes presentations by guest speakers, leadership team-building activities, and participation in project and event committees. Notably, this year's Cheers! project involves the installation of a permanent scavenger hunt inside PlayTown Suwanee.

Elvira Rogers, 3968 Calaboose Street – Ms. Rogers expressed her gratitude and extended thanks to the Council for their communication efforts aimed at keeping citizens informed about the ongoing construction and road adjustments in the Old Town and Main Street areas.

Judge Regina Matthews – Judge Matthews, currently presiding in the Magistrate Court of Gwinnett County, introduced herself to the Council as a candidate for the Superior Court of Gwinnett County. During her introduction, Judge Matthews outlined her career and expressed her aspirations for the position she is seeking.

NEW BUSINESS

I. Consider Adoption of the 2040 Comprehensive Plan's 5-Year Update

The state required 5-year update, which is an amendment to the 2040 Comprehensive Plan.

Mayor Pro Tempore Hilscher motioned to postpone consideration of the item until March 14th Council meeting, second by Councilmember McConnell and so carried 4-0.

J. Consider Adoption of the 2024 Short Term Work Program

This program was discussed and developed during the recent Council work retreat. Council shall consider adopting the program in its finalized form.

Mayor Pro Tempore Hilscher motioned to adopt the 2024 Short Term Work Program, second by Councilmember Charpentier and so carried 4-0.

K. Consider Town Center on Main Share Facilities Agreement with Jose Hevia, LLC

This document is a Shared Facilities Agreement between the city and the food truck park operator, Jose Hevia, LLC, at Town Center on Main to use the city's parking, restrooms, dumpster, and utilities as opposed to having them provide those elements themselves.

Motion to approve by Councilmember Charpentier, second by Councilmember McConnell and so carried 4-0.

L. Consider Additional Funding for Local Maintenance Improvement Grant (LMIG) Street Resurfacing Program in the Amount of \$53,000.00

Due to additional required materials needed for the LMIG street resurfacing project, staff is requesting additional funding in the amount of \$53,000.00 to the original contract with Allied Paving, which was approved at the December 20, 2022 Council Meeting.

Motion to approve by Councilmember McConnell, second by Councilmember Charpentier and so carried 4-0.

M. Consider Award of Contract for Police HVAC System Replacement

Through the RFP process, four bids were received for the replacement of the Police Training Center HVAC system.

Councilmember Charpentier motioned to award the contract to 5 Seasons Mechanical, LLC in the amount of \$585,750.00, second by Mayor Pro Tempore Hilscher and so carried 4-0.

N. Consider Statewide Mutual Aid Agreement Renewal

In 2016, the city established a Statewide Mutual Aid Agreement with the Georgia Emergency Management Agency (GEMA) to ensure collaborative response in case of emergencies. The agreement, initially renewed in 2020, is now due for another renewal.

Motion to approve by Councilmember McConnell, second by Mayor Pro Tempore Hilscher and so carried 4-0.

O. Consider Title VI Non-Discrimination Agreement

The city must execute a Title VI Non-Discrimination Agreement every two years to comply with GDOT regulations for the opportunity to receive federal funds for road projects.

Motion to approve by Councilmember Charpentier, second by Councilmember McConnell and so carried 4-0.

P. Executive Session

Mayor Pro Tempore Hilscher motioned to enter Executive Session for Real Estate matters at 6:55 p.m., second by Councilmember Charpentier and so carried 4-0.

Mayor Pro Tempore Hilscher motioned to exit Executive Session at 7:16 p.m., second by Councilmember McConnell and so carried 4-0.

Mayor Pro Tempore Hilscher motioned to authorize the Mayor to enter into a parking easement agreement with Evergreen Presbyterian Church, located at 401 Main Street, second by Councilmember Charpentier and so carried 4-0.

Q. Adjournment

Councilmember McConnell motioned to adjourn the meeting at 7:17 p.m., second by Councilmember Charpentier and so carried 4-0.

Approved March 26, 2024