

**MINUTES
CITY OF SUWANEE, GEORGIA
CITY COUNCIL MEETING
JANUARY 18, 2005**

Meeting Location: Suwanee City Hall

Present: Nick Masino, Mayor
Carol Hassell, Mayor Pro Tem
Jace Brooks, Councilmember
Jimmy Burnette, Councilmember
Alan Landers, Councilmember
Jeannine Rispin, Councilmember
Hardin Watkins, City Manager
Elvira Rogers, City Clerk
Gregory Jay, City Attorney

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

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**

The Public Hearing opened at 6:34 P.M. Due to there being no audience participation, the reading of the Public Hearing procedures were omitted.

1. 2005 Comprehensive Plan Update

Marty Allen stated that this public hearing is part of the process of amending the Comprehensive Plan. It is required by the Minimum Standards and Procedures for Local Comprehensive Planning.

There was no audience participation and the Public Hearing closed at 6:35 P.M.

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

1. Call To Order

Mayor Masino called the meeting to order at 7:00 P.M.

2. Organizational Matters for 2005

A. Selection of Mayor Pro Tem

Motion by Councilmember Hassell to select Jace Brooks as Mayor Pro Tem, second by Councilmember Burnette and so carried 6-0.

B. Adoption of Rules of Procedure

The Rules of Procedure for adoption will be Robert's Rules of Order, 10th Edition.

Motion by Councilmember Rispin to Adopt the Roberts Rules of Order, 10th Edition, as the Rules of Procedure for 2005, second by Mayor Pro Tem Brooks and so carried 6-0.

3. Announcements

- The **Suwanee Police Department** has been re-certified by the Georgia Association of Chiefs of Police. This re-certification means that the Department has proven that it meets the 115 professional standards established by the state association. The formal ceremony granting re-certification was held on January 11 in Atlanta. Representatives for the Association of Chiefs of Police will be here in Suwanee at the Council Meeting on February 15th to award the Department locally. A reception for the public will be held immediately following that Council Meeting.
- Suwanee businesses, events, places, and personalities fare well in Gwinnett Magazine's annual compilation of the **Best of Gwinnett 2004**. In its current issue, Gwinnett Magazine highlights the best in a variety of categories ranging from barbecue joints to social and charitable events, from concert venues to homebuilders. The annual Suwanee Day "celebration of community" gets a nod as a favorite local festival while Town Center Park is mentioned in the Best Concert Venue category. To find out if your favorite Suwanee restaurant, golf course, place to workout, bank, etc. made the list, pick up a copy of Gwinnett Magazine.

4. Pledge of Allegiance

5. Approval of Minutes

A. 12/9/04 Called Meeting

Motion by Councilmember Hassell to approve the 12/9/04 Called Meeting Minutes, second by Councilmember Landers and so carried 6-0.

B. 12/21/04 Council Meeting

Motion by Councilmember Hassell to approve the 12/21/04 Council Meeting Minutes, second by Mayor Pro Tem Brooks and so carried 6-0.

6. Adoption of Agenda as Presented

Motion by Councilmember Landers to adopt the agenda adding New Business Items 11-B: Adoption of an Ordinance establishing the qualifying fee for the 2005 General Municipal Election; and, 11-C: Authorization for Mayor to execute application to apply for the FY05 GEMA/ODP Homeland Security Grant Program, second by Mayor Pro Tem Brooks and so carried 6-0.

7. Annual Appointments

City Attorney
City Solicitor, Lead
City Solicitor, Assistants
Municipal Court Judge, Chief
Municipal Court Judge, Primary Associate
Municipal Court Judge, Associates

The following are the recommended appointments that were discussed at the December Workshop:

- **City Attorney: Gregory Jay**
- **City Solicitor, Lead: Luther Beck**
- **City Solicitor, Assistants: Zeb Meadows, Julie Prokopovich, John Zwald**
- **Municipal Court Judge, Chief: Mark Lewis**
- **Municipal Court Judge, Primary Associate: William Brogdon**
- **Municipal Court Judge, Associates: Claude Mason, Laura Tate**

Motion by Councilmember Hassell to approved the 2005 Annual Appointments as submitted, second by Councilmember Burnette and so carried 6-0.

8. Appointments to Boards

A. Planning and Zoning Commission

John Gorman's term has expired and he has expressed an interest in continuing in this position. Hardy DeLay has resigned his position and Dan Foster has indicated he is interested in moving to the Planning Commission in February.

Motion by Mayor Pro Tem Brooks to re-appoint John Gorman to the Planning and Zoning Commission with the term to expire 12/31/08, second by Councilmember Hassell and so carried 6-0.

Motion by Mayor Pro Tem Brooks to appoint Dan Foster to fill the unexpired term of Hardy DeLay on the Planning and Zoning Commission, with the term to begin 3/1/05 and expire 12/31/05, second by Councilmember Rispin and so carried 6-0.

B. Zoning Board of Appeals

Vince DeSilva's term has expired and he has expressed an interest in continuing in this position.

One vacant position will remain on the ZBA if Dan Foster is appointed to the Planning Commission.

Motion by Mayor Pro Tem Brooks to re-appoint Vince DeSilva to the Zoning Board of Appeals with the term to expire 12/31/07, second by Councilmember Burnette and so carried 6-0.

C. Open Space Citizen Advisory Committee

Pat Montgomery's term has expired and she has expressed an interest in continuing in this position.

Dawn Sechrest has resigned her position and Phil Tickle has expressed an interest in serving on this committee.

Motion by Councilmember Hassell to re-appoint Pat Montgomery to the Open Space Citizen advisory Committee with the term to expire 12/31/06, second by Mayor Pro Tem Brooks and so carried 6-0.

Motion by Councilmember Rispin appoint Phil Tickle to the Open Space Citizen advisory Committee with the term to expire 12/31/06, second by Councilmember Burnette and so carried 6-0.

9. Audience Participation

10. OLD BUSINESS

11. NEW BUSINESS

A. Arbor Day Proclamation

Mayor Pro Tem Brooks read the Proclamation. Arbor Day will be February 18th. Trees will be planted at PlayTown Suwanee. The Proclamation is included in your packet. ACTION: Consider adoption of the proclamation.

Motion by Councilmember Burnette to adopt the Arbor Day Proclamation and Proclaim February 18, 2005 as Arbor Day in the City of Suwanee, second by Councilmember Hassell and so carried 6-0.

B. Approval to adopt an Ordinance Establishing the Qualifying Fees for the November 8, 2005 General Municipal Election

Each year in which a general election is held a local government must fix and publish a qualifying fee for each respective office. This year's general election is November 8, 2005 and encompasses the office of three (3) council posts. The qualification fee is a function of the salary of the office in the preceding year.

Motion by Councilmember Landers to adopt an Ordinance Establishing the Qualifying Fees for the November 8, 2005 General Municipal Election, second by Councilmember Rispin and so carried 6-0.

C. Authorization for the Mayor enter into an Agreement to apply for the Homeland Security Grant Program FY 05 GEMA/ODP Grant Application

Motion by Councilmember Landers to authorize the Mayor to enter into agreement to apply of the Homeland Security Grant Program FY 05 GEMA/ODP Grant Application, second by Councilmember Burnette and so carried 6-0.

12. CONSENT AGENDA

A. Consideration of Adoption of the Revised Sidewalk Variance Policy [P4]

As discussed at the January Workshop, some minor changes have been made to the sidewalk variance policy. ACTION: Consider adoption of the revised sidewalk variance policy.

B. Authorization for the Mayor to Enter into Agreement with TruGreen Chemlawn, Inc. for Fertilization Services at Town Center Park [P9]

The City originally contracted with Jordan's Group for fertilization services at Town Center Park. Their performance has been unsatisfactory to date and staff has terminated the contract. TruGreen Chemlawn was the second lowest bid received during the original bid process and staff is seeking approval to enter into contract with them for fertilization services. ACTION: Consider authorizing the Mayor to enter into agreement with TruGreen Chemlawn, Inc. for fertilization services at Town Center Park.

C. Consideration of Approval of Change Order #1 for the Cross Connection Project

The contract used for this project was bid using the county's demand services contract. In connecting with the County water main, the contractor found there was no valve attached to the main, requiring extra work than originally discussed. The cost of this extra work is \$1,800. ACTION: Consider approval of change order #1 for the cross connection project.

D. Ratification of an Extension to the 2002 Construction Assistance Agreement with Gwinnett County [17]

The original 2002 Construction Assistance agreement with Gwinnett County to provide \$30,000 for the TCP Interactive Fountain expired on December 29, 2004. Since the project was not completed by that date, the agreement needed to be extended. Due to the deadline, Mayor Masino has already signed the appropriate documentation. Staff would like a formal vote to ratify the extension of this agreement. ACTION: Consider ratification of the extension to the 2002 Construction Assistance Agreement with Gwinnett County.

E. Consideration of Approval of Second Quarter Budget Adjustments [P24]

The second quarter budget adjustments are proposed to increase the general fund budget by \$153,520. The increase is due to unexpected expenditures, new projects, and higher than projected costs for operating supplies/utilities. However, current revenue collections have exceeded projections. Financial Services Director, Amie Sakmar is proposing to decrease budgeted fund balance by \$100,000 to cover the increased expenditures. Amie reviewed the detailed adjustments at the January Workshop and her detailed memo is included in your packet. There are two other budget adjustments to be made. One is to account for the 1997 SPLOST Funds received and to allocate the funds to paved streets and storm drainage. Two is budget reclassifications that do not increase or decrease the total general fund appropriations. The details for these two adjustments are included in your packet as well. ACTION: Consider approval of second quarter budget adjustments.

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

13. City Manager's Report – None.

14. Executive Session – None.

15. Adjournment – Time: 7:12 P.M.

Motion by Councilmember Rispin to ADJOURN, second by Councilmember Burnette and so carried 6-0.

Approved 02/15/2005