

**MINUTES
CITY OF SUWANEE, GEORGIA
CALLED MEETING AND SPECIAL WORKSHOP
MAY 12, 2004
6:30 P.M.**

Meeting Location: Suwanee City Hall

Present: 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

Absent: Nick Masino, Mayor

1. Call to Order

Meeting called to order by Mayor Pro Tem Hassell at 6:30 P.M.

2. Consideration of Approval of the Compensation and Benefits Study by Slavin Management Consultants

Slavin Study:

Jill Pylant, Hardin Watkins and Elvira Rogers were present to discuss the complete compensation and benefits study. Ms. Pylant (Slavin Management) provided an overview of the study and presented the final report.

Councilmembers Jace Brooks and Alan Landers have served as Council's representatives on the Committee that has been working on this subject for several months.

Eight of the nine steps of the project are complete. Step nine involves training City staff how to use the system

The background packet contains a Council Update Summary that outlines the actions needed to complete implementation of the study's recommendations.

Retirement Program:

Although the framework of a final recommendation is mostly complete, there is some additional research and supporting information needed to finalize the specifics of the retirement program. It is unlikely for this to be complete in time for a July 1, 2004 implementation date, so the initiation of the new retirement program may need to be delayed until September 1, 2004.

Action Needed: Adopt Resolution to Enact Findings of Slavin Management Consultants' Study

Motion to Adopt a Resolution to Amend the Classification Schedule, Pay Plan and Policies in Accordance with a Classification, Compensation and Benefits Study

Prepared by Slavin Management Consultants, Inc. by Councilmember Landers, second by Councilmember Brooks and so carried 5-0.

3. Authorization for the Mayor to Enter into Agreement with Sky Design for the Design and Construction of Park Signs

Agreements from Sky Design are included in the background package for a signage program for the following parks: PlayTown Suwanee, Town Center Park, Suwanee Creek Greenway and Suwanee Creek Park. The amount for each park ranges from \$11,475 to \$33,073 for a total of \$97,469. There are some funds for the Suwanee Creek Greenway sign in the existing budget for that park so that will be coordinated with Valley Crest since some materials have already been purchased.

The agreements outline the scope of services, detail prices and fees, specify what signs will be designed and constructed, define what materials the signs will be constructed of, and identify suggested locations for each sign within each park.

Staff proposed to reallocate the excess funds allocated for Suwanee Creek Greenway to fund this initiative. Additional funding details were discussed at the meeting.

Mayor Pro Tem Hassell asked if the signs would be damage resistant. Mr. Allen stated that the firm uses durable metals, which are nearly indestructible.

Councilmember Landers asked if this plan encompasses all signs for the City. Mr. Allen stated yes.

Councilmember Burnette asked if the sign ordinance would need to be amended. Mr. Allen stated no.

Action Needed: Authorize Mayor to Enter Agreement with Sky Design.

Motion to authorize Mayor to Enter into Agreement with Sky Design for the Design and Construction of Parks Signs by Councilmember Rispin, second by Councilmember Burnette and so carried 5-0.

4. Executive Session (Legal Issues)

Motion to Enter Executive Session to discuss Legal Issues by Councilmember Brooks, second by Councilmember Burnette and so carried 5-0. Time: 7:02 P.M.

Motion to Exit Executive Session by Councilmember Burnette, second by Councilmember Brooks and so carried 5-0. Time: 7:50 P.M.

No action taken.

5. Adjourn – Time: 7:50 P.M.

Motion to Adjourn by Councilmember Burnette, second by Councilmember Brooks and so carried 5-0.

Approved 6/15/04