

**MINUTES**

**CITY COUNCIL MEETING  
TUESDAY, JANUARY 27, 2015**

*Meeting Location: City Hall, 330 Town Center Avenue*

Attendees: Jimmy Burnette, Mayor  
Beth S. Hilscher, Mayor Pro Tempore  
Richard I. Goodman, Councilmember  
Daniel F. Foster, Councilmember  
Doug Ireland, Councilmember  
Linnea Miller, Councilmember  
Marty Allen, City Manager  
Elvira Rogers, City Clerk  
Gregory Jay, City Attorney

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**5:30 P.M.**

**DINNER SESSION**  
**BIG SPLASH 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.**

**COUNCIL MEETING**  
**COUNCIL CHAMBERS**

**1. Call to Order**

Mayor Burnette called the meeting to order at 6:32 P.M.

**2. Organizational Matters for 2015**

**a. Selection of Mayor Pro Tempore**

In accordance with Section 2.27 of the City Charter, by a majority of vote, the City Council shall elect a Councilmember to serve as Mayor Pro Tempore for that ensuing year. The Mayor Pro Tempore shall assume duties and powers of the Mayor during the Mayor's disability or absence.

*Motion by Councilmember Goodman to nominate Beth Hilscher as Mayor Pro Tempore, second by Councilmember Miller. There being no additional nominations, Beth Hilscher was unanimously selected as Mayor Pro Tempore 6-0.*

**b. Adoption of Rules and Procedure**

In accordance with Section 2.19 of the City Charter, the City Council shall each year adopt its rules of procedure and order of business. Staff recommends adopting the current edition of Robert's Rules of Order.

*Motion by Councilmember Foster to adopt Robert's Rules of Order, second by Mayor Pro Tempore Hilscher, and so carried 6-0.*

**c. Oath of Election Superintendent**

As the City's election superintendent, Elvira Rogers must take an oath to supervise the 2015 election.

*City Attorney Gregory Jay administered the Oath of Office to Elvira Rogers to serve as Election Superintendent.*

Mayor Burnette read the procedures for Public Hearings for the record.

**3. Public Hearing**

- a. SUP 2015-001 - Owner: All Commercial Properties. Applicant: Cuvee Day Spa. The applicant requests a special use permit to allow for a massage therapy establishment in an office-institutional portion of a planned mixed-use development. The site is located at 4411 Suwanee Dam Road and contains approximately 6.19 acres**

Josh Campbell, Planning Director, presented the staff analysis as follows: The applicant requests a special use permit for light retail use in the office condo portion of Three Bridges mixed use development. The proposal meets all requirements. Staff does not foresee any negative impacts with the proposed use and recommends approval. The Planning Commission recommends approval with conditions.

Support: Julie Austin, 4411 Suwanee Dam Road (applicant). Ms. Austin stated the hours of operation will be limited to 8 am – 8 pm. She is moving the business from her home to a more professional environment from a domestic neighborhood. Ms. Austin stated agreement with the Planning Commission conditions.

Opposition: None.

**4. Announcements**

- a. Georgia Fitness and the City of Suwanee are teaming together to host the first-ever Suwanee Gateway Half Marathon on Saturday, January 31. Registration is available at [active.com](http://active.com). Runners will receive a finisher's medal and long-sleeved technical shirt. Race news, including a course map, is available at [runsuwanee.com](http://runsuwanee.com). Race volunteers are needed as well. Email [jasongvance@gmail.com](mailto:jasongvance@gmail.com) to volunteer.**

- b. *The Suwanee **Farmers Market** is looking for farmers, herb and flower growers, butchers, bakers, jams and soapmakers, and more for its 11th season. Applications are due and the annual market meeting will be held on Monday, March 30. The market will open for the season on Saturday, May 2 at Town Center Park from 8am until noon.*
- c. *Create the winning **logo for the 2015 Suwanee Fest** and earn \$500. The winning 2015 Suwanee Fest theme logo will be used on official festival t-shirts and marketing posters. The theme for the 2015 festival, to be celebrated September 19 and 20, is "For the love of Suwanee." The competition is open to professional and amateur designers of all ages. The deadline for submissions is May 1. See [suwaneefest.com](http://suwaneefest.com) for additional guidelines and an entry form.*

**5. Pledge of Allegiance**

Led by Garrett Hinton, Troop #602

**6. Approval of the Agenda**

*Motion to approve the agenda by Councilmember Ireland, second by Councilmember Goodman and so carried 6-0.*

**7. Approval of Minutes**

- a. **December 4, 2014 Called Meeting**
- b. **December 4, 2014 Council Workshop**
- c. **December 16, 2014 Council Meeting**

*Motion to approve the Minutes with staff clerical edits by Councilmember Foster, second by Councilmember Goodman and so carried 6-0.*

**8. Special Recognition**

- a. **Annual Employee Award Winners**

Marty Allen, Deputy Chief Moon and Mayor Burnette recognized employees who recently received awards at the annual employee service awards ceremony.

- b. **North Gwinnett H.S. Girls Volleyball Team**

Mayor Burnette recognized the NGHS Girls Volleyball team and presented a Proclamation.

**9. Presentation: FY 14 Financial Audit**

*The audit for FY 14 is complete. Joel Black from Mauldin and Jenkins presented the results.*

**10. Consider Appointment of Downtown Suwanee Master Plan Advisory Committee**

*Motion to appoint the slate of committee members as presented by staff by Councilmember Foster, second by Councilmember Miller and so carried 6-0.*

**11. Audience Participation**

Carolyn Carpenter, 4875 Carrington Drive, Sugar Hill, GA. Ms. Carpenter stated she was in attendance with other students from the NGHS Studio Group. She shared accolades to the Council and city for professionalism and congratulations on a job well done as represented in the audit report and wonderful job done with events.

## **NEW BUSINESS**

- 12. Consider SUP 2015-001 - Owner: All Commercial Properties. Applicant: Cuvee Day Spa. The applicant requests a special use permit to allow for a massage therapy establishment in an office–institutional portion of a planned mixed-use development. The site is located at 4411 Suwanee Dam Road and contains approximately 6.19 acres**

*Motion to approve SUP-2015-001 with Planning Commission conditions by Mayor Pro Tempore Hilscher, second by Councilmember Ireland and so carried 6-0.*

- 13. Consider Ordinance to Establish Fees for 2015 Election**

The City must adopt an ordinance to call the November 2, 2015 municipal election to fill the expired terms of the Mayor and two Council posts and to establish the qualifying fees.

*Motion to adopt the Ordinance by Councilmember Goodman, second by Councilmember Miller and so carried 6-0.*

- 14. Consider Resolution for City of Ethics Re-certification**

It is time to renew Suwanee’s certification as a GMA City of Ethics.

*Motion to adopt the Resolution for Re-certification by Councilmember Foster, second by Mayor Pro Tempore Hilscher and so carried 6-0.*

- 15. Consider Approving Easement for Suwanee Green Sewer**

Development plans for the Suwanee Green subdivision are being prepared now and the developer needs an easement from the City to access the sewer line that runs along the Greenway.

*Motion to approve the Easement by Councilmember Miller, second by Mayor Pro Tempore Hilscher and so carried 6-0.*

- 16. Consider Revised City of Suwanee Speed Zone Ordinance and Subject Roadways**

The State DOT is increasing the speed limit on I-85 from 65 MPH to 70 MPH within the city limits of Suwanee. Accordingly, the City must revise its speed zone ordinance and list of approved roadways on which speed detection devices may be used.

*Motion to adopt the Ordinance by Councilmember Foster, second by Councilmember Ireland and so carried 6-0.*

- 17. Executive Session: No Executive Session**

**18. Adjournment**

*Motion to adjourn by Councilmember Goodman, second by Councilmember Foster and so carried 6-0.*

**Approved February 24, 2015**