



AGENDA

WORK SESSION
OF MAYOR AND COUNCIL
CITY OF SNELLVILLE, GEORGIA
MONDAY, AUGUST 23, 2021

Publication Date: August 19, 2021

TIME: 6:30 p.m.

DATE: August 23, 2021

PLACE: City Hall Conference Room 145

I. CALL TO ORDER

**II. REVIEW REGULAR BUSINESS MEETINGS AND PUBLIC HEARING
AGENDA ITEMS**

III. REVIEW CORRESPONDENCE

IV. CITY ATTORNEY'S REPORT

V. DISCUSSION ITEMS

- a) Update of Ongoing Projects [Bender]
- b) Review of New Website Design [Emanuel]
- c) Discussion of Street Light [Destang]

VI. EXECUTIVE SESSION

An Executive Session may be called:

- To discuss pending and/or potential litigation, settlement claims, administrative proceedings or other judicial actions, which is exempt from the Open Meetings Act pursuant to O.C.G.A. Section 50-14-2(1).
- To authorize negotiations to purchase, dispose of, or lease property; authorize the ordering of an appraisal related to the acquisition or disposal of real estate; enter into a contract to purchase, dispose of, or lease property subject to approval in a subsequent public vote; or enter into an option to purchase, dispose of, or lease real estate subject to approval in subsequent public vote, which is excluded from the Open Meetings Act pursuant to Section 50-14-3(b)(1)(C).
- Upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee, which is excluded pursuant to O.C.G.A. Section 50-14-3(b)(2).

VII. ADJOURNMENT



AGENDA

PUBLIC HEARING & REGULAR BUSINESS MEETING
OF MAYOR AND COUNCIL
CITY OF SNELLVILLE, GEORGIA
MONDAY, AUGUST 23, 2021

Publication Date: August 19, 2021

TIME: 7:30 p.m.

DATE: August 23, 2021

PLACE: Council Chambers

- I. **CALL TO ORDER**
- II. **INVOCATION**
- III. **PLEDGE TO THE FLAG**
- IV. **CEREMONIAL MATTERS**
PRO 2021-13 – Constitution Week
- V. **MINUTES**
Approve the Minutes of the July 14, 2021 Special Called Meeting, July 26, 2021 Meetings, and August 17, 2021 Special Called Work Session
- VI. **INVITED GUESTS**
Mr. D.A. Williams & Dr. Alexis Williams, South Gwinnett High School PTSA President and Vice President
- VII. **COMMITTEE / DEPARTMENT REPORTS**
- VIII. **APPROVAL OF THE AGENDA**
- IX. **PUBLIC HEARING**
None
- X. **CONSENT AGENDA** (Please see *Note)
- XI. **OLD BUSINESS**

REGULAR BUSINESS & PUBLIC HEARING OF MAYOR AND COUNCIL
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XII. NEW BUSINESS

- a) Consideration and Action on Award of Bid CPL2021-001- Multi Purpose Trail (Greenway) Phase Two Construction and Authorization for Mayor to Sign Final Contract [Bender]
- b) Consideration and Action on Award of Bid for the Annual Resurfacing & Paving FY 2021-2022 - PW210721 [Bender]
- c) Consideration and Action on Surplus of Police Department Miscellaneous Computer Equipment [Bender]

XIII. COUNCIL REPORTS

XIV. MAYOR'S REPORT

XV. PUBLIC COMMENTS

- Section 2-53
Each member of the public who wishes to address the Mayor and City Council in public session must submit their name, address and the topic (be as specific as possible) of their comments to the City Clerk prior to making such comments. Individuals will be allotted five minutes to make their comments and such comments must be limited to the chosen topic. Members of the public shall not make inappropriate or offensive comments at a City Council meeting and are expected to comply with our adopted rules of decorum.
- Decorum
You must conduct yourself in a professional and respectful manner. All remarks should be directed to the Chairman and not to individual Council Members, staff or citizens in attendance. Personal remarks are inappropriate.

XVI. EXECUTIVE SESSION

An Executive Session may be called:

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- To authorize negotiations to purchase, dispose of, or lease property; authorize the ordering of an appraisal related to the acquisition or disposal of real estate; enter into a contract to purchase, dispose of, or lease property subject to approval in a subsequent public vote; or enter into an option to purchase, dispose of, or lease real estate subject to approval in subsequent public vote, which is excluded from the Open Meetings Act pursuant to Section 50-14-3(b)(1)(C).
- Upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee, which is excluded pursuant to O.C.G.A. Section 50-14-3(b)(2).

XVII. ADJOURNMENT

***Note:** Items on the Consent Agenda may be read by title only. Upon the request of any Council Member, any item may be removed from the Consent Agenda and placed on the Regular Agenda prior to the adoption of the Regular Agenda. The Consent Agenda, or the remainder thereof omitting the challenged items, shall be adopted by unanimous consent.

CITY OF SNELLVILLE
MEETINGS AND LOCAL EVENTS
AUGUST 23, 2021

August 23

Council Meeting

Monday, August 23, 2021

6:30 pm Work Session – Conference Room 145, City Hall

7:30 pm Meeting - Council Chambers, City Hall

August 24

Planning Commission Meeting

Tuesday, August 24, 2021

7:00 pm to 8:00 pm – Community Room

August 28

Farmers' Market – Farm Products

Saturday, August 28, 2021

8:30 am to 12:30 pm

Towne Green

August 29

Broadcast of 08/23/21 Council Meeting

Sunday, August 29, 2021

Watch the broadcast of the 08/23/21 Council Meeting on Comcast Channel 25 at 6:30 pm

September 3

Red Cross Blood Drive

Friday, September 3, 2021

1:00 pm to 6:30 pm

City Hall Community Room

September 3

Food Truck Friday

Friday, September 3, 2021

4:00 pm to 8:00 pm

Towne Green

September 4

Farmers' Market – Farm Products

Saturday, September 4, 2021

8:30 am to 12:30 pm

Towne Green

September 6

Labor Day Observed

Monday, September 6, 2021

City Offices will be closed - with the exception of Emergency Services which will operate as normal. City Offices will reopen on Tuesday, September 7, 2021 at 8 am.

September 7

Duchenne Muscular Dystrophy Day in Snellville

Tuesday, September 7, 2021

September 11

Farmers' Market – Farm Products

Saturday, September 11, 2021

8:30 am to 12:30 pm

Towne Green

September 13

Council Meeting

Monday, September 13, 2021

6:30 pm Work Session – Conference Room 145, City Hall

7:30 pm Meeting - Council Chambers, City Hall



CITY OF SNELLVILLE

Proclamation

PRO 2021-13

CONSTITUTION WEEK

WHEREAS: The Constitution of the United States of America, the guardian of our liberties, embodies the principles of limited government in a Republic dedicated to the rule by law; and

WHEREAS: On September 17, 2021 and the week following, we celebrate the 234th Anniversary of the 1787 Constitutional Convention; and at this convention, the world's oldest written constitution was drafted by the United States, thus outlining the fundamental principles by which our nation is governed; and

WHEREAS: Our Constitution establishes six basic governing principles for society. These include popular sovereignty, the rule of law, federalism, judicial review, individual rights, and separation of powers through a system of checks and balances; and

WHEREAS: The Constitution ensures the distribution of functions and responsibilities among three separate branches and a system of checks and balances to calibrate those powers, ultimately ensuring the protection of individual rights and liberties; and

WHEREAS: The State of Georgia was the fourth state in the Union to ratify the Constitution; and Georgia Delegates Abraham Baldwin and William Few signed the document on January 2, 1788; and

WHEREAS: Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17th through 23rd as Constitution Week; and

WHEREAS: Constitution Week provides an opportunity for all citizens to learn of Georgia's historic role during our nation's founding.

NOW, THEREFORE, BE IT PROCLAIMED that I, Barbara Bender, Mayor of the City of Snellville, Georgia, Where Everybody's PROUD to be Somebody, do hereby proclaim September 17-23, 2021, as **CONSTITUTION WEEK**, and September 17, 2021, as **CONSTITUTION DAY**.

Proclaimed this 23rd day of August 2021.

Barbara Bender, Mayor

Dave Emanuel, Mayor Pro Tem

Solange Destang, Council Member

ATTEST:

Cristy Lenski, Council Member

Gretchen Schulz, Council Member

Melisa Arnold, City Clerk

Tod Warner, Council Member



SPECIAL CALLED MEETING
OF MAYOR AND COUNCIL
CITY OF SNELLVILLE, GEORGIA
WEDNESDAY, JULY 14, 2021

Present: Mayor Barbara Bender, Mayor Pro Tem Dave Emanuel, Council Members Solange Destang, Cristy Lenski, Gretchen Schulz, and Tod Warner. Also present City Manager Butch Sanders, Parks and Recreation Director Lisa Platt, Park Maintenance Supervisor Sean Tuten, Senior Program Supervisor Kathi Gargulio, and Senior Program Assistant II Tracy Glass. (City Clerk Melisa Arnold was absent).

CALL TO ORDER

Mayor Bender called the meeting to order at 4:07 p.m.

Discussion about T.W. Briscoe Park Master Plan Update [Bender]

Amy Bell and John Bricken with Goodwyn Mills and Cawood led an enthusiastic goal setting session for the next phase of the Briscoe Park improvements. The entire Mayor and Council participated as did Parks and Recreation and Senior Center staff members Lisa Platt, Sean Tuten, Kathi Gargulio, and Tracy Glass.

ADJOURNMENT

Council Member Lenski made a motion to adjourn, 2nd by Council Member Destang; voted 6 in favor and 0 opposed, motion approved. The meeting adjourned at 5:45 p.m.

Barbara Bender, Mayor

Butch Sanders, City Manager



WORK SESSION
OF MAYOR AND COUNCIL
CITY OF SNELLVILLE, GEORGIA
MONDAY, JULY 26, 2021

Present: Mayor Barbara Bender, Mayor Pro Tem Dave Emanuel, Council Members Solange Destang, Cristy Lenski, Gretchen Schulz, and Tod Warner. Also present City Manager Butch Sanders, City Attorney Chuck Ross and Jay Crowley with Powell and Edwards Attorneys at Law, Chief Greg Perry, Public Information Officer Brian Arrington, Economic Development Manager Eric Van Otteren, Planning and Development Director Jason Thompson and City Clerk Melisa Arnold. Downtown Development Authority Members: Don Britt, Rafiq Ukani, Emmett Clower, and Deborah Jones.

CALL TO ORDER

Mayor Bender called the meeting to order at 4:04 P.M.

REVIEW REGULAR BUSINESS MEETINGS AND PUBLIC HEARING AGENDA ITEMS

The agendas were discussed.

REVIEW CORRESPONDENCE

Mayor Bender reviewed a request from Art Works and discussion was held about a special called meeting to discuss the request. Consensus was to hold the meeting on August 17th.

CITY ATTORNEY'S REPORT

Attorney Ross advised an Executive Session is needed.

DISCUSSION ITEMS

Towne Center Update and Discussions with the Downtown Development Authority [Bender]

City Manager Sanders reviewed several budgetary issues regarding the Towne Center. He went over revenue, expenditures, and possible sources for future funding.

Traffic flow ideas along with the input from Gwinnett County Department of Transportation as well as the State Department of Transportation were discussed.

The Downtown Development Authority members talked with Mayor and Council about the issues of landscaping at Cobblestone, future responsibilities of the DDA and who will lead them, and setting up a meeting with Thrive regarding the second floor of the library.

Update of Ongoing Projects [Bender]

City Manager Sanders reviewed the project list.

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Discussion of Noise Ordinance Update [Schulz]

A draft ordinance by the City Attorney was reviewed and discussed.

Mayor Bender called for a break at 6:10 p.m.
The meeting reconvened at 6:35 p.m.

Discussion continued about ideas for the noise ordinance.

Discussion of Sidewalk Master Plan [Lenski]

Council Member Lenski asked about input on the proposed plan. The plan was discussed along with ideas for gathering public input, such as social media and meeting with Homeowner's Associations.

EXECUTIVE SESSION

Mayor Bender read the closed meeting notice into the record as follows:

- To discuss pending and/or potential litigation, settlement claims, administrative proceedings or other judicial actions, which is exempt from the Open Meetings Act pursuant to O.C.G.A. Section 50-14-2(1).

Upon a motion by Mayor Pro Tem Emanuel, 2nd by Council Member Schulz, the meeting was closed, with all Council Members and the Mayor present and voting in favor.

The meeting was closed at 7:14 p.m.

The meeting reconvened at 7:25 p.m.

ADJOURNMENT

Mayor Pro Tem Emanuel made a motion to adjourn, 2nd by Council Member Warner; voted 6 in favor and 0 opposed, motion approved. The meeting adjourned at 7:25 p.m.

Barbara Bender, Mayor

Melisa Arnold, City Clerk



PUBLIC HEARING & REGULAR BUSINESS MEETING
OF MAYOR AND COUNCIL
CITY OF SNELLVILLE, GEORGIA
MONDAY, JULY 26, 2021

Present: Mayor Barbara Bender, Mayor Pro Tem Dave Emanuel, Council Members Solange Destang, Cristy Lenski, Gretchen Schulz, and Tod Warner. Also present City Manager Butch Sanders, City Attorney Chuck Ross and Jay Crowley with Powell and Edwards Attorneys at Law, Chief Greg Perry, Public Information Officer Brian Arrington, Planning and Development Director Jason Thompson and City Clerk Melisa Arnold.

CALL TO ORDER

Mayor Bender called the meeting to order at 7:36 p.m.

INVOCATION

Dr. Quincy Brown, Senior Pastor at Snellville United Methodist Church, gave the invocation.

PLEDGE TO THE FLAG

Council Member Schulz led the Pledge of Allegiance.

CEREMONIAL MATTERS

None

MINUTES

Approve the Minutes of July 12, 2021 Special Called and Regular Meetings

Mayor Pro Tem Emanuel made a motion to approve the minutes of the of July 12, 2021 Special Called and Regular Meetings, 2nd by Council Member Destang; voted 6 in favor and 0 opposed, motion approved.

INVITED GUESTS

None

COMMITTEE / DEPARTMENT REPORTS

None

APPROVAL OF THE AGENDA

Council Member Lenski made a motion to approve the agenda with the addition of New Business item "f" Consideration and Action on Authorizing the Mayor to Execute the Billboard Settlement with Clear Channel, 2nd by Mayor Pro Tem Emanuel; voted 6 in favor and 0 opposed, motion approved.

PUBLIC HEARING & REGULAR BUSINESS OF MAYOR AND COUNCIL
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PUBLIC HEARING

Provide Citizens the Opportunity to Submit Written and Oral Comments on the Proposed 2021 Millage Rate

City Manager Sanders gave a brief overview of the millage rate.

Mayor Bender opened the floor for public comment and no one came forward.

Mayor Bender closed the floor for public comment.

CONSENT AGENDA

None

OLD BUSINESS

None

NEW BUSINESS

Consideration and Action on RES 2021-08 Adoption of the 2021 Millage Rate [Bender]

Council Member Schulz made a motion to adopt RES 2021-08 setting the millage rate at 4.588 mills, 2nd by Council Member Destang; voted 6 in favor and 0 opposed, motion approved.

2nd Reading - ORD 2021-18 - Consideration and Action on Adoption of the Speed Zone Ordinance Pursuant to Georgia Code, Title 40, Section 40-6-370 Through Section 40-6-376 and Section 40-6-181 Through 40-6-183 of that Title The Uniform Rules Of The Road [Bender]

Mayor Bender explained this needs to be done every 3 years to allow the Police Department to maintain its certificate to run speed detection devices.

Mayor Pro Tem Emanuel made a motion to adopt ORD 2021-18, 2nd by Council Member Schulz; voted 6 in favor and 0 opposed, motion approved.

Consideration and Action on Authorization for the City Attorney to File a Nuisance Abatement Action Against Property Located at 3190 Grand Central Drive [Bender]

Mayor Bender explained that this has been a continuous problem with the property and the normal steps through Code Enforcement have not gotten any resolution.

Council Member Lenski made a motion to authorize the City Attorney to file a Nuisance Abatement Action against the property located at 3190 Grand Central Drive, 2nd by Council Member Warner; voted 6 in favor and 0 opposed, motion approved.

Consideration and Action on Root Design Grove Proposal for the Grove Phase 1 [Bender]

City Manager Sanders gave a brief explanation.

Council Member Schulz made a motion to approve the proposal from Root Design for the Grove Phase 1, 2nd by Mayor Pro Tem Emanuel; voted 6 in favor and 0 opposed, motion approved.

Consideration and Action on Root Design Grove Proposal for the Pavilion [Bender]

Council Member Lenski made a motion to approve the proposal from Root Design for the pavilion, 2nd by Council Member Destang; voted 6 in favor and 0 opposed, motion approved.

PUBLIC HEARING & REGULAR BUSINESS OF MAYOR AND COUNCIL
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Consideration and Action on Authorizing the Mayor to Execute the Billboard Settlement with Clear Channel

Mayor Pro Tem Emanuel made a motion to authorize the Mayor to execute the billboard settlement, 2nd by Council Member Lenski; voted 6 in favor and 0 opposed, motion approved. Mayor Bender explained that this agreement will give Clear Channel permission to put up some new electronic boards as long as some older ones are removed.

COUNCIL REPORTS

Council Members Destang, Warner, Lenski, Schulz, and Mayor Pro Tem Emanuel each gave a report.

MAYOR'S REPORT

Mayor Bender gave a report.

PUBLIC COMMENTS

The following people spoke:

Gaye Bruce, 1710 Woodberry Run Drive, Snellville
Tricia Rawlins, 2280 Harbour Oaks Drive, Snellville
Kurt Schulz, 2027 Tanglewood Drive, Snellville
Catherine Hubanks, 2280 Buckley Trail
Barry Wiggs, 2210 Stockton Walk Lane

EXECUTIVE SESSION

None

ADJOURNMENT

Mayor Pro Tem Emanuel made a motion to adjourn, 2nd by Council Member Destang; voted 6 in favor and 0 opposed, motion approved. The meeting adjourned at 8:34 p.m.

Barbara Bender, Mayor

Melisa Arnold, City Clerk



SPECIAL CALLED WORK SESSION
OF MAYOR AND COUNCIL
CITY OF SNELLVILLE, GEORGIA
TUESDAY, AUGUST 17, 2021

Present: Mayor Barbara Bender, Mayor Pro Tem Dave Emanuel, Council Members Solange Destang and Gretchen Schulz. (Council Members Cristy Lenski and Tod Warner were absent.) Also present City Attorney Chuck Ross via teleconference and City Clerk Melisa Arnold. (City Manager Butch Sanders was absent.)

CALL TO ORDER

Mayor Bender called the meeting to order at 4:36 p.m.

Discussion with ArtWorks Gwinnett [Bender]

Mr. Jonathan Holmes and Ms. Linnea Miller were present representing Art Works Gwinnett. Mr. Holmes gave a presentation on the goals and mission of the organization and answered questions of the Mayor and Council. Discussion was held about how the program could benefit the City. Ideas were discussed but no decision was made at this time.

ADJOURNMENT

Mayor Pro Tem Emanuel made a motion to adjourn, 2nd by Council Member Schulz; voted 4 in favor and 0 opposed, motion approved. The meeting adjourned at 5:41 p.m.

Barbara Bender, Mayor

Melisa Arnold, City Clerk

Agenda Item Summary



Date: August 23, 2021

Prepared by: Butch Sanders, City Manager

Agenda item:

Consideration and Action on Award of Bid CPL2021-001- Multi Purpose Trail (Greenway)
Phase Two Construction and Authorization for Mayor to Sign Final Contract

Background:

This is for continuation of the Greenway.

Financial Impact:

Tri Scapes, Inc. is the lowest responsible bidder with a bid of \$606,367.40.

Recommendation:

Motion and affirmative vote to approve the award of the contract to Tri Scapes, Inc. and authorize the Mayor to execute the contract.

Action requested:

Motion and affirmative vote to approve the award of the contract to Tri Scapes, Inc. in amount not to exceed the final bid price of \$606,367.40.

Attachments:

Bid Tabulation

BID TABULATION

PROJECT: Multi-Purpose Trail Phase 2
PROJECT NO: 15116.00
OWNER: City of Snellville
PRINCIPAL | PM: R. Edinger | L. Genn
QUESTIONS: Email Larry Genn LGenn@CPLteam.com.
BID PACKAGE: K. Langman
COST: \$0.00 for digital transmission
TYPE OF BID: OPEN

PRE-BID: Wednesday, 07/21/2021
TIME: 10:00am
LOCATION: Snellville City Hall
 2342 Oak Road, Snellville, GA 30078

BID DUE DATE: Friday, 07/30/2021
TIME: 2:00 pm
LOCATION: Snellville City Hall
 2342 Oak Road, Snellville, GA 30078

UPDATED BID PACKAGE: [HERE](#)

ADDENDA DATES: 1. 7/28/2021 2. 3. 4.

NAME COMPANY	EMAIL	CONTACT NUMBER	DATE SENT	UPDATED PLANS	ADDENDUM # 1	BID
Jason Freeland Dickerson Group	Jason.freeland@dickersongroup.net ;	770.513.4558	7/01/2021	7/15/2021	7/28/2021	\$853,950.00

Carl Sharp Tri Scapes, Inc.	carl@triscapes.com ;	O: 770.752.4698 M: 770.990.6632	7/08/2021	7/15/2021	7/28/2021	\$606,367.40

Agenda Item Summary



Date: August 23, 2021

Prepared by: Gaye Johnson, Director Public Works

Agenda item: Award of City of Snellville Street Resurfacing, Patching, and Milling RFP PW210721 to E.R. Snell Contractors Inc.

Background: This item is the contracting of patching, edge milling, crack sealing and resurfacing of four (4) initial City streets. They are listed on the attached sheet. There were four (4) total contractors that submitted bids.

Financial Impact: The cost of the patching, edge milling, crack sealing and resurfacing will be \$694,895.78. Funds utilized will be taken from our LMIG allotment, SPLOST & Capital Paving Expense. This doesn't prohibit the patching, milling and resurfacing of additional streets if the budget allows using the unit price given. The funding is budgeted and will not exceed our Fiscal Year '21-'22 expenses.

Recommendation: We recommend awarding the contract to E.R. Snell Contractors Inc. based on the lowest submitted price and the quality of past work performed for the City.

Motion requested: Motion and affirmative vote for awarding of PW210721 to E.R. Snell Contractors Inc.

Attachments: List of all contractors and their submitted bids - List of initial streets for current bid package

CIP PAVING LIST
FY 2021 - 22 PW210721

PROPOSED RESURFACING PROJECTS FY 2021-2022

Street Name		
Summitr Chase Dr	6076'	1.15
Masters Lane	2367'	0.45
Summit Links	487'	0.09
Fountain Dr	1837'	0.34

Alternates		
Englewood Way	3310'	0.62
Street Deville	1032'	0.19
Hugh Dr	538'	0.1

City of Snellville
Bid Registry / Summary

Annual Paving
PW210721

Tuesday August 10, 2021
Bid Closing 2:00 p.m.

	Contractor	Bid Form Executed	Bid Bond Enclosed	Base Bid Amount
1	SUNBELT ASPHALT SURFACES	Y	Y	\$ 951,303.75
2	ATLANTA PAVING & CONCRETE	Y	Y	\$ 752,130.99
3	PITTMAN CONST.	Y	Y	\$ 802,522.60
4	ER. SNELL	Y	Y	\$ 694,895.78
5				
6				
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14				

I certify that this a true and accurate record of bids received, opened and read publicly on AUGUST 10, 2021 2:15

1. [Signature]
2. Craig Bant
3. Spive Johnson

Agenda Item Summary



Date: August 23, 2021

Prepared by: Chief G. Perry
Police Department

Agenda item:
Consideration and Action on Surplus of Police Department Miscellaneous
Computer Equipment

Background:

The PD has multiple pieces of computer equipment that are out of date and inoperable. All hard drives have been removed from the computers and laptops.

15 CF-31 Panasonic Toughbook laptops
4 CF-30 Panasonic Toughbook laptops
3 CF-19 Panasonic Toughbook laptops
18 Dell Laptops
1 HP Laptop
36 Desktop Computers
3 Large Monitors
13 Small Monitors
Misc. computer parts, hardware, brackets and power supplies.

The City will dispose of these by selling them on GovDeals.

Financial Impact:

Buyers pay the fees to GovDeals so there is no cost to the City.

Recommendation:

Approve the surplus of the equipment listed for disposal.

Action requested:

Motion and affirmative vote to approve the listed equipment for surplus.

Attachments: None

- None