

The City of Snellville
2342 Oak Road
Snellville, Georgia 30078
(770) 985-3500 • FAX (770) 985-3525



AGENDA

WORK SESSION
OF MAYOR AND COUNCIL
CITY OF SNELLVILLE, GEORGIA
MONDAY, OCTOBER 23, 2023

Publication Date: October 19, 2023

TIME: 6:30 p.m.

DATE: October 23, 2023

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) Discussion of NYC Short Term Rental Ordinance [Warner]

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

The City of Snellville
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PUBLIC HEARING & REGULAR BUSINESS MEETING
OF MAYOR AND COUNCIL
CITY OF SNELLVILLE, GEORGIA
MONDAY, OCTOBER 23, 2023

Publication Date: October 19, 2023

TIME: 7:30 p.m.

DATE: October 23, 2023

PLACE: Council Chambers

I. CALL TO ORDER

II. INVOCATION

III. PLEDGE TO THE FLAG

IV. CEREMONIAL MATTERS

Administer Oath of Office to Dale Stanley for Parks and Recreation Board Post 1

V. MINUTES

Approve the Minutes of the October 9, 2023 Meetings

VI. INVITED GUESTS

- a) Principal Rodney Jordan of South Gwinnett High School
- b) Nick Masino – Gwinnett County Chamber of Commerce
- c) Tynecia Estrada - Founder and CEO of Girls Breaking Chains, Inc.

VII. COMMITTEE / DEPARTMENT REPORTS

VIII. APPROVAL OF THE AGENDA

IX. PUBLIC HEARING

None

X. CONSENT AGENDA (Please see *Note)

XI. OLD BUSINESS

XII. NEW BUSINESS

- a) Consideration and Action on Award of Bid for Repair of Stormwater Drainage Systems PW230823 [Bender]

b) Consideration and Action on Surplus of City Police Vehicles and 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.

XI. 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).

XII. 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.**

Commonly Used Acronyms for Planning and Development:

ANX – Annexation

BOA – Board of Appeals

CIC – Change in Conditions

CP – Comprehensive Plan

LUP – Land Use Plan

MSP – Master Sign Plan

RZ – Rezoning

SUP – Special Use Permit

UDO – Unified Development Ordinance

Commonly Used Acronyms for City Boards and Commission:

BOA – Board of Appeals

DAS – Development Authority of Snellville

DDA – Downtown Development Authority

STAT – Snellville Tourism and Trade

SYC – Snellville Youth Commission

URA – Urban Redevelopment Agency

For more information about each of these you can go online to the City Code:

<https://www.snellville.org/code-ordinances>

CITY OF SNELLVILLE
MEETINGS AND LOCAL EVENTS
OCTOBER 23, 2023

October 23

Council Meeting

Monday, October 23, 2023

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

7:30 pm Meeting - Council Chambers, City Hall

October 23

Advance Voting for the November 7, 2023 General Election Begins

Monday – Friday, October 16 – November 3, 2023

*****Saturday, October 28, 2023 Voting 9:00 am to 5:00 pm*****

9:00 am to 5:00 pm – City Hall Community Room

October 24

Planning Commission Meeting - Canceled

Tuesday, October 10, 2023

October 28

Snellville Police DEA Drug Take Back

Saturday, October 28, 2023

10:00 am to 2:00 pm– Snellville Police Department, 2315 Wisteria Drive,

October 29

Broadcast of 10/23/23 Council Meeting

Sunday, October 29, 2023

Watch the broadcast of the 10/23/2023 Council Meeting on Comcast Channel 25 at 6:30 pm

November 4

Extended Farmers' Market

Saturday, November 4, 2023

9:00 am to 12:00 pm

City Hall Parking Lot

November 7

Election Day

Tuesday, November 7, 2023

7:00 am to 7:00 pm – City Hall Community Room

November 11

Car Show

Saturday, November 11, 2023

11:00 am to 3:00 pm - Briscoe Park, 2500 Sawyer Parkway

November 13

Council Meeting

Monday, November 13, 2023

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

7:30 pm Meeting - Council Chambers, City Hall



WORK SESSION
OF MAYOR AND COUNCIL
CITY OF SNELLVILLE, GEORGIA
MONDAY, OCTOBER 9, 2023

Present: Mayor Barbara Bender, Mayor Pro Tem Tod Warner, Council Members Solange Destang, Dave Emanuel, Cristy Lenski, and Gretchen Schulz. Also present City Manager Butch Sanders, Assistant City Manager Matthew Pepper, City Attorney Tony Powell with Powell and Edwards Attorneys at Law, Chief Greg Perry, Interim Public Works Director David Mitchell, IT Administrator Erika Fleeman and City Clerk Melisa Arnold.

CALL TO ORDER

Mayor Bender called the meeting to order at 6:30 p.m.

REVIEW REGULAR BUSINESS MEETINGS AND PUBLIC HEARING AGENDA ITEMS

The regular meeting agenda was reviewed. Mayor and Council discussed the proposal from CIS for the traffic-calming project on Tanglewood Drive.

REVIEW CORRESPONDENCE

None

CITY ATTORNEY'S REPORT

None

DISCUSSION ITEMS

The Grove Gateway Sign Update by Michael Kidd with Root Design [Bender]

Mr. Kidd presented ideas for a Grove sign in the Tree save area as well as a landscaped arch going onto the Greene. During discussion of the design and construction of The Grove sign the consensus was to look at lighted and raised five (5) foot letters constructed of kebonny wood with some sort of white water based stain on them. During discussion of the landscaped arch consensus was to look at Carolina Jessamine vines as they are fast growing evergreens.

Update of Ongoing Projects [Bender]

City Manager Sanders gave an update on the Towne Center development as well as other ongoing projects.

EXECUTIVE SESSION

None

WORK SESSION OF MAYOR AND COUNCIL
MONDAY, OCTOBER9, 2023
PAGE TWO

ADJOURNMENT

Council Member Emanuel made a motion to adjourn, 2nd by Council Member Schulz; voted 6 in favor and 0 opposed, motion approved. The meeting adjourned at 7:21 p.m.

Barbara Bender, Mayor

Melisa Arnold, City Clerk



PUBLIC HEARING & REGULAR BUSINESS MEETING
OF MAYOR AND COUNCIL
CITY OF SNELLVILLE, GEORGIA
MONDAY, OCTOBER 9, 2023

Present: Mayor Barbara Bender, Mayor Pro Tem Tod Warner, Council Members Solange Destang, Dave Emanuel, Cristy Lenski, and Gretchen Schulz. Also present City Manager Butch Sanders, Assistant City Manager Matthew Pepper, City Attorney Tony Powell with Powell and Edwards Attorneys at Law, Chief Greg Perry, IT Administrator Erika Fleeman and City Clerk Melisa Arnold.

CALL TO ORDER

Mayor Bender called the meeting to order at 7:35 p.m.

INVOCATION

Associate Pastor Jerrell Collins of Park Place Church gave the invocation.

PLEDGE TO THE FLAG

Attorney Powell led the Pledge of Allegiance.

CEREMONIAL MATTERS

None

MINUTES

Approve the Minutes of the September 25, 2023 Meetings

Council Member Emanuel made a motion to approve the minutes of the September 25, 2023 meetings, 2nd by Council Member Destang; voted 6 in favor and 0 opposed, motion approved.

INVITED GUESTS

Principal Rodney Jordan of South Gwinnett High School

Postponed to the October 23, 2023 meeting.

Karen Foote

Ms. Foote, who is the CEO and founder of LEAADS Center, spoke about the foundation.

COMMITTEE/DEPARTMENT REPORTS

None

APPROVAL OF THE AGENDA

Council Member Lenski made a motion to approve the agenda of the October 9, 2023 meeting, 2nd by Council Member Emanuel; voted 6 in favor and 0 opposed, motion approved.

City of Snellville Administration Department

2342 Oak Road Snellville, GA 30078 770-985-3500 770-985-3525 Fax www.snellville.org

PUBLIC HEARING & REGULAR BUSINESS OF MAYOR AND COUNCIL
MONDAY, OCTOBER 9, 2023
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PUBLIC HEARING

None

CONSENT AGENDA

None

OLD BUSINESS

None

NEW BUSINESS

Approval of the Collaborative Infrastructure Services Proposal for the Neighborhood Traffic Calming Improvements – Phase I Tanglewood Drive [Bender]

Mayor Bender explained the proposal is to begin the process of creating construction and bid documents and to oversee construction of the project. Council Member Schulz made a motion to approve the proposal from Collaborative Infrastructure Services (CIS) for the neighborhood traffic calming improvements for Tanglewood Drive in the amount of \$35,200; 2nd by Mayor Pro Tem Warner.

Mayor and Council spoke about the project.

The motion was voted 6 in favor and 0 opposed, motion approved.

COUNCIL REPORTS

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

MAYOR'S REPORT

Mayor Bender gave a report.

PUBLIC COMMENTS

Carol Maldonado, 3631 Chamblee Tucker Rd., Atlanta spoke.

EXECUTIVE SESSION

None

ADJOURNMENT

Council Member Emanuel made a motion to adjourn, 2nd by Mayor Pro Tem Warner; voted 6 in favor and 0 opposed, motion approved. The meeting adjourned at 8:03 p.m.

Barbara Bender, Mayor

Melisa Arnold, City Clerk



Agenda Item Summary

Date: October 16, 2023

Prepared by: David Mitchell, Interim Director of Public Works

Agenda item: Consideration and Action on Award of Bid for the Stormwater Drainage Projects – PW230823

Background: This is the bid for (11) stormwater drainage projects. These projects will improve the handling of stormwater and reduce our overall inventory of poor infrastructure. A list of the (11) locations and a copy of the bid registry is included.

Financial Impact: The financial impact is one of great importance when taking into consideration our volume of drainage projects that have been identified as being in poor condition. The use of our Stormwater Utility Fee will be put to work. The estimated total for all locations is \$ 1,239,414.50.

Recommendation: We recommend acceptance of the lowest responsive bid received for the total of all projects as listed in the RFP. The (5) bidders were (Civil Construction & Utilities LLC, P.E. Structures & Associates, LLC, Metals & Materials Engineers, Blount Construction Company, Inc., and Site Engineering, Inc.).

Action requested: We would like to recommend (Civil Construction & Utilities LLC) be awarded all projects out of the (5) submittals, they were the lowest responsive bidder for the total of all projects.

- A. 1824-1825 Chaparral Ct
- B. 2925-2916 Elizabeth Ln
- C. 2478 Ellis Ct
- D. 2509-2488 Ellis Ct
- E. 3433 Kenilworth Ct
- F. 3100-3145 Pondridge Trl
- G. 2777-2776 Ravenwood Dr
- H. 2836 Ravenwood Dr
- I. 2886 Ravenwood Dr
- J. 2243-2944 Shayne Pl
- K. 2849 Mountain View Rd

	CONTRACTOR NAME	CONTRACTOR NAME	CONTRACTOR NAME
	<i>P.E. Professional Engineer Structures</i>	<i>Civil Construction & Utilities</i>	<i>METALS & MATERIALS</i>
ADDENDA -- YES OR NO	YES	YES	YES
A 1825-1824 Chaparral Ct	\$ 88,200. ⁰⁰	\$ 68,537. ⁰⁰	\$ 116,455. ⁰⁰
B 2925-2916 Elizabeth Ln	\$ 84,400. ⁰⁰	\$ 50,803. ⁰⁰	\$ 104,022. ⁵⁰
C 2478 Ellis Ct	\$ 84,700. ⁰⁰	\$ 38,340. ⁰⁰	\$ 122,475. ⁰⁰
D 2509-2488 Ellis Ct	\$ 186,700. ⁰⁰	\$ 186,960. ⁰⁰	\$ 255,930. ⁰⁰
E 3433 Kenilworth Ct	\$ 388,200. ⁰⁰	\$ 278,865. ⁰⁰	\$ 391,222. ⁵⁰
F 3100-3145 Pondridge Trl	\$ 222,700. ⁰⁰	\$ 177,938. ⁵⁰	\$ 203,463. ⁰⁰
G 2777 Ravenwood Dr	\$ 119,300. ⁰⁰	\$ 92,260. ⁰⁰	\$ 133,760. ⁰⁰
H 2836 Ravenwood Dr	\$ 99,500. ⁰⁰	\$ 77,352. ⁰⁰	\$ 110,310. ⁰⁰
I 2886 Ravenwood Dr	\$ 91,900. ⁰⁰	\$ 80,145. ⁰⁰	\$ 119,850. ⁰⁰
J 2243 Shayne Pl	\$ 96,800. ⁰⁰	\$ 90,924. ⁰⁰	\$ 132,890. ⁰⁰
K 2849 Mountain View Rd	\$ 82,000. ⁰⁰	\$ 72,290. ⁰⁰	\$ 99,032. ⁰⁵
Totals	\$ 1,544,400. ⁰⁰	\$ 1,239,414. ⁵⁰	\$ 1,789,410. ⁵⁵

I certify that this a true and accurate record of bids received, opened and read publicly on Oct 9, 2023 at 2:05

1. *[Signature]*
 2. *[Signature]*
 3. *[Signature]*

	CONTRACTOR NAME	CONTRACTOR NAME	CONTRACTOR NAME
	BLOUNT CONST. COMP.	SITE ENGINEERING INC	
ADDENDA -- YES OR NO	YES	YES	
A 1825-1824 Chaparral Ct	\$ 96,200. ⁸⁴	\$ 93,500. ⁰⁰	
B 2925-2916 Elizabeth Ln	\$ 86,920. ⁰⁴	\$ 74,460. ⁰⁰	
C 2478 Ellis Ct	\$ 98,245. ³⁹	\$ 109,150. ⁰⁰	
D 2509-2488 Ellis Ct	\$ 219,161. ⁰⁰	\$ 255,140. ¹⁸	
E 3433 Kenilworth Ct	\$ 296,457. ⁷⁶	\$ 498,230. ¹⁰	
F 3100-3145 Pondridge Trl	\$ 183,551. ⁰⁴	\$ 273,440. ⁰⁰	
G 2777 Ravenwood Dr	\$ 123,384. ³⁴	\$ 159,230. ⁰⁰	
H 2836 Ravenwood Dr	\$ 111,367. ⁰⁵	\$ 116,620. ⁰⁰	
I 2886 Ravenwood Dr	\$ 88,200. ⁹⁸	\$ 122,160. ⁰⁰	
J 2243 Shayne Pl	\$ 126,258. ²²	\$ 208,040. ⁰⁰	
K 2849 Mountain View Rd	\$ 81,006. ⁹⁶	\$ 165,566. ⁰⁰	
Totals	\$ 1,510,753. ⁸³	\$ 2,075,536. ⁰⁰	

I certify that this a true and accurate record of bids received, opened and read publicly on Oct 9, 23 at 2:05

1. 
 2. Melissa Arnold
 3. Dan Wetzel

Agenda Item Summary



Date: 10/23/2022

Prepared by: Lt. Rain Nieddu

Agenda item:

Consideration and Action on Surplus of City Police Vehicles and Equipment

1. Police Unit 165 – 2008 Chevrolet Impala – 2G1WS553689181460
2. Police Unit 187 - 2011 Dodge Charger - 2B3CL1CT1BH579246
3. Police Unit 198 - 2014 Ford Explorer – 1FM5K7B89EGA33312
4. Police Unit 211 – 2015 Dodge Charger – 2C3DXKT1FH908340

Background:

These vehicles have high mileage and multiple mechanical issues that exceed the value of the vehicle. The City will dispose of these by selling them on GovDeals.

Financial Impact:

There is a small cost to list the items on GovDeals, but that is recouped in the sale.

Recommendation:

Approve the surplus of the vehicles and equipment for disposal.

Action requested:

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

Attachments:

- None