



LAWRENCEVILLE

GEORGIA

CITY COUNCIL REGULAR MEETING MINUTES

Wednesday, June 22, 2022
7:00 PM

Council Assembly Room
70 S. Clayton St, GA 30046

Call to Order

PRESENT

Mayor David Still

Mayor Pro Tem Glenn Martin

Council Member Victoria Jones

Council Member Austin Thompson

Council Member Marlene Taylor-Crawford

Prayer

Mayor Pro Tem Glenn Martin provided the invocation.

Pledge of Allegiance

Mayor David Still led the group in the Pledge of Allegiance.

Agenda Additions / Deletions

Staff requested to remove item #11 - Lease new user Workstations (Laptops and Desktops) from the Consent agenda and move it to Council Business Old Business as item #13 and add a new item to Council Business New Business as item #19 for Workman's Comp and Excess Services and Broker Services.

Motion to approve the agenda as amended made by Council Member Jones, Seconded by Council Member Thompson.

Voting Yea: Mayor Still, Mayor Pro Tem Martin, Council Member Jones, Council Member Thompson, Council Member Taylor-Crawford

Recognitions

1. Police Department

Mayor Still recognized Officer S. Humphrey and K-9 Officer Ali for their recent award of Gold Medal of Valor Award from the Gwinnett Chamber.

Financial Review Committee

Mayor Still then recognized the Financial Review Citizens Committee for the work they did in this years budget process.

Approval of Prior Meeting Minutes

Motion to table the minutes to the July 25th meeting made by Mayor Pro Tem Martin, Seconded by Council Member Thompson.

Voting Yea: Mayor Still, Mayor Pro Tem Martin, Council Member Jones, Council Member Thompson, Council Member Taylor-Crawford

2. 04/25/2022 Budget Work Session, Regular Meeting and Executive Session
3. 04/28/2022 Special Call and Executive Session
4. 05/02/2022 Special Call
5. 05/11/2022 Budget Work Session, Work Session and Executive Session
6. 05/23/2022 Regular Meeting and Executive Session
7. 06/08/2022 Budget Work Session and Work Session

Announcements

Council Member Marlene Taylor-Crawford recognized all of the father's for Father's Day. She also recognized the celebrations in Lawrenceville for the official holiday of Juneteenth. Council Member Taylor-Crawford also noted that she came in 3rd place in the Gwinnett Dancing with the Stars event. She also noted that Officer T. Barnes danced in the event as well.

Council Member Victoria Jones recognized the Lawrenceville VFW Post 5255 for their event for on June 11th for Flag Day which is June 14, 2022.

Council Member Austin Thompson recognized June as LGBTQ month. He also recognized June as National Caribbean Heritage Month. Another recognition was for American Immigration Month.

Mayor Still read from the events slide for all upcoming events in Lawrenceville.

Public Comment

To participate in the Public Comment part of the Agenda, you must register with the City Clerk prior to the beginning of the meeting. Presentations will be limited to 2 minutes per person and Council will not respond to the comment.

There was no one that came forward or signed up for Public Comment.

Consent Agenda

These are items on which the Mayor and Council are in agreement to approve and are placed on the agenda to be approved in one vote.

City Attorney Lee Thompson read the Consent agenda into record noting that item #11 was removed earlier in the agenda.

Motion to approve the Consent Agenda made by Council Member Thompson, Seconded by Council Member Taylor-Crawford.

Voting Yea: Mayor Still, Mayor Pro Tem Martin, Council Member Jones, Council Member Thompson, Council Member Taylor-Crawford

8. 138 Paper Mill Road Subdivision Underground Electrical Project
9. Renewal of Environmental Systems Research Institute, Inc. Enterprise License Agreement
10. Renewal of Microsoft Enterprise Agreement
11. View Point Co-Responder Agreement Renewal
12. ReCAST Memorandum of Understanding (MOU) Presentation

Council Business Old Business

There is no public comment during this section of the agenda unless formally requested by the Mayor and the Council.

13. Lease new user Workstations (Laptops and Desktops)

Information Technology Director Kyle Parker presented this item.

Motion to approve the contract at \$475,000.00 made by Mayor Pro Tem Martin, Seconded by Council Member Jones.

Voting Yea: Mayor Still, Mayor Pro Tem Martin, Council Member Jones, Council Member Thompson, Council Member Taylor-Crawford

14. FY 2023 Budget Resolution, associated Attachments and the Add Delete List
Finance Director Keith Lee presented this item and the adopting Resolution.

Motion to approve the Budget Resolution and attachments made by Mayor Pro Tem Martin, Seconded by Council Member Jones.

Voting Yea: Mayor Still, Mayor Pro Tem Martin, Council Member Jones, Council Member Thompson, Council Member Taylor-Crawford

Council Business New Business

There is no public comment during this section of the agenda unless formally requested by the Mayor and the Council.

15. Bobby Sikes Theater Restroom Renovation and Lobby Ceiling Repair Project

Assistant City Manager Barry Mock presented this item.

Motion to award the Bobby Sikes Theater Restroom Renovation and Lobby Ceiling Repair Project to low bidder, Bayne Development Group, LLC, amount not to exceed \$193,373.00 made by Council Member Jones, Seconded by Council Member Thompson.

Voting Yea: Mayor Still, Mayor Pro Tem Martin, Council Member Jones, Council Member Thompson, Council Member Taylor-Crawford

16. SR 124 / Scenic Highway at Jackson Street / New Hope Road Improvements Project

City Engineer Jim Wright presented this item.

Motion to award SR 124 / Scenic Highway at Jackson Street / New Hope Road Improvements Project to low bidder, Construction 57 Incorporated, amount not to exceed \$1,459,875.00 made by Council Member Jones, Seconded by Council Member Thompson.

Voting Yea: Mayor Still, Mayor Pro Tem Martin, Council Member Jones, Council Member Thompson, Council Member Taylor-Crawford

17. 2023 SPLOST Priority Category List and Intergovernmental Agreement with Gwinnett County

City Manager Chuck Warbington presented this item.

Motion approve the 2023 SPLOST Priority Category List and Intergovernmental Agreement with Gwinnett County authorizing the Mayor to execute final agreement upon approval by the City Attorney made by Council Member Jones, Seconded by Mayor Pro Tem Martin.

Voting Yea: Mayor Still, Mayor Pro Tem Martin, Council Member Jones, Council Member Thompson, Council Member Taylor-Crawford

18. Property and Casualty Insurance Renewal for July 1, 2022 – June 30, 2023

Deputy City Manager Steve North presented this item.

Motion to pass as presented by Mr. North made by Mayor Still, Seconded by Mayor Pro Tem Martin.

Voting Yea: Mayor Still, Mayor Pro Tem Martin, Council Member Jones, Council Member Thompson, Council Member Taylor-Crawford

19. Workman's Comp and Excess Services and Broker Services

Deputy City Manager Steve North presented this item.

Motion made by Mayor Still, Seconded by Council Member Jones.

Voting Yea: Mayor Still, Mayor Pro Tem Martin, Council Member Jones, Council Member Thompson, Council Member Taylor-Crawford

Executive Session – Personnel, Litigation, Real Estate

Motion to enter Executive Session made by Council Member Jones, Seconded by Council Member Thompson.

Voting Yea: Mayor Still, Mayor Pro Tem Martin, Council Member Jones, Council Member Thompson, Council Member Taylor-Crawford

Motion to adjourn Executive Session made by Council Member Jones, Seconded by Council Member Thompson.

Voting Yea: Mayor Still, Mayor Pro Tem Martin, Council Member Jones, Council Member Thompson, Council Member Taylor-Crawford

Report of items discussed in Executive Session

1 Personnel

3 Litigation

5 Real Estate

1 Vote Taken

In Public meeting, the following two items need a vote.

Motion to approve the Mayor sign the two quit claim deeds for the surplus GDOT property made by Mayor Pro Tem Jones, Seconded by Council Member Martin.

Voting Yea: Mayor Still, Mayor Pro Tem Martin, Council Member Jones, Council Member Thompson, Council Member Taylor-Crawford

Motion to amend the IGA with the DDA for their extension of the \$2.4 million loan for 60 days with RIO Lawrenceville LLC as presented by staff to the Council this evening made by Council Member Thompson, Seconded by Council Member Taylor-Crawford.

Voting Yea: Mayor Still, Mayor Pro Tem Martin, Council Member Jones, Council Member Thompson, Council Member Taylor-Crawford

Final Adjournment

Motion made by Mayor Pro Tem Martin, Seconded by Council Member Thompson.

Voting Yea: Mayor Still, Mayor Pro Tem Martin, Council Member Jones, Council Member Thompson, Council Member Taylor-Crawford

Minute Signatures

David R. Still, Mayor

Karen Pierce, City Clerk

RESOLUTION RES-2022-4

A RESOLUTION ADOPTING A BUDGET FOR THE FISCAL YEAR 2023 FOR EACH FUND OF THE CITY OF LAWRENCEVILLE, APPROPRIATING THE AMOUNTS SHOWN IN THE FOLLOWING SCHEDULES FOR SELECTED FUNDS; ADOPTING THE ITEMS OF ANTICIPATED FUNDING SOURCES BASED ON THE ESTIMATED FISCAL YEAR 2023 REVENUES; AFFIRMING THAT EXPENDITURES IN EACH DEPARTMENT MAY NOT EXCEED APPROPRIATIONS; AND PROHIBITING EXPENDITURES FROM EXCEEDING ANTICIPATED FUNDING SOURCES.

WHEREAS, the Mayor and Council of the City of Lawrenceville ("Council") is the governing authority of said City; and

WHEREAS, the City Manager has presented a Proposed Budget which outlines the City's financial plan for said fiscal year which includes all projected revenues and allowable expenditures; and

WHEREAS, advertised public hearings have been held on the 2023 Proposed Budget, as required by State and Local Laws and regulations; and

WHEREAS, the Mayor and Council decrees that the Proposed 2023 Budget and changes presented in Attachment E shall in all cases apply to and control the financial affairs of City departments and all other agencies subject to the budgetary and fiscal control of the governing authority; and

WHEREAS, the Mayor and Council may authorize and enact adjustments and amendments to appropriations as to balance revenues and expenditures; and

WHEREAS, each of the funds has a balanced budget, such that Anticipated Funding Sources equal Proposed Expenditures;

NOW, THEREFORE, BE IT RESOLVED that this Budget is hereby adopted specifying the Anticipated Funding Sources for each Fund and making Appropriations for Proposed Expenditures to the Departments or Agencies named in each Fund as specified in Attachment A; and

BE IT FURTHER RESOLVED that Expenditures of any Operating Budget Fund shall not exceed the Appropriations authorized by this Budget Resolution and any Amendments thereto or Actual Funding Sources, whichever is less; and

BE IT FURTHER RESOLVED that all Expenditures of any Operating Budget Fund are subject to the policies as established by the Mayor and Council and City Manager; and

BE IT FURTHER RESOLVED that the Five-Year Capital Project Plan as

specified in Attachment B is accepted, as specified herein, with multiple-year project budgets as provided for in Official Code of Georgia Annotated Section § 36-81-3(b)(2); and

BE IT FURTHER RESOLVED that transfers of appropriations in any Fund among the various categories within a Department shall require only the approval of the City Finance Director so long as the total budget for each Department is not increased; and

BE IT FURTHER RESOLVED that the 2023 Budget shall be amended so as to adapt to changing governmental needs during the fiscal year as follows: Any increase in Appropriations in any Fund for a Department, whether through a change in Anticipated Revenues in any Fund or through a transfer of Appropriations among Departments, shall require the approval of the Mayor and Council, except in the following cases where authority is granted to:

I. The City Manager to:

- (a) set fee structures provided that they are not restricted by rate setting policies and agreements approved by the Mayor and Council;
- (b) transfer funds from Department budgets to establish Capital Projects;
- (c) transfer funds within a capital project from fund or program contingencies and/or savings in existing projects to establish new projects;

II. The City Finance Director to:

- (a) allocate funds to the appropriate Department or fund from insurance proceeds and/or from the Casualty and Liability Insurance fund for the replacement or repair of damaged equipment items within existing approved policies and procedures;
- (b) allocate funds to the appropriate Department or Agency or Fund from insurance proceeds and/or from the Worker's Comp and/or Health Insurance funds for the payment of claims as approved by the appropriate adjusting third party management company;
- (c) allocate funds from the established contingency to the appropriate Department or Agency for required expenses as approved by Mayor and Council;
- (d) allocate funds from Non-Departmental contingencies and reserves to cover existing obligations/expense in accordance with the intent and actions of the Mayor and Council; however, in no case shall appropriations

exceed actual available funding sources; allocate funds from established reserves for leave balances at retirement; transfer funds resulting from salary savings or transfer balances resulting from under expenditures in operating accounts into contingencies or reserves;

- (e) authorize preparation and submission of applications for grant funding; however, acceptance of all grant awards is subject to the approval of the Mayor and Council
- (f) adjust revenue and appropriation budgets to capital projects as necessary to incorporate grant awards previously approved by the Mayor and Council;
- (g) adjust revenue and appropriation budgets to incorporate collected revenue for confiscated assets as approved by Mayor and Council;

BE IT FURTHER RESOLVED that such amendments shall be recognized as approved changes to this resolution in accordance with O.C.G.A. 36-81-3. These authorities for transfers of appropriations shall not be used as an alternative to the normal budget process and are intended to be used only when necessary to facilitate the orderly management of projects and/or programs; transfers approved under these authorities may not be used to change the approved scope or the objective of any capital project; and

BE IT FURTHER RESOLVED that the compensation for city appointments by the Mayor and Council to the various Boards and Authorities has been set. This does not preclude any department from reimbursing those members for actual expenses incurred in the performance of duty as approved by law or City Ordinance or Policy; and

BE IT FURTHER RESOLVED that the budget authorizes the City Manager to implement the results of the 2022 Salary Study on the first full pay period in fiscal year 2023 starting July 1, 2022; and

BE IT FURTHER RESOLVED that the following new positions are authorized as of July 1, 2022:

- Police Community Engagement Officer;
- Planning and Development Administrative Coordinator;
- HR Temporary Part-Time Clerk;
- Police Records Clerk; and

BE IT FURTHER RESOLVED that the City Council hereby approves allocated positions as outlined in Attachment C and shall approve increases in total City authorized positions. Vacant positions and associated budget may be reallocated within the same Department

or reassigned to another Department and filled authorized positions and associated budget may be reassigned at the same grade level between Departments with authorization of the City Manager. All changes are authorized within the pay and classification plan and the City Manager is authorized to approve changes in individual salaries in conformity with the adopted plan and existing City policies; and

BE IT FURTHER RESOLVED that the City Council hereby approve the Initiatives outlined in Attachment D; and

BE IT FURTHER RESOLVED that the City Council hereby approve the add and delete items listed in Attachment E as part of the FY 2023 Budget.

IT IS SO RESOLVED this 22 day of June, 2022.



David R. Still, Mayor

ATTEST:


Karen Pierce, City Clerk