

**AGENDA**

**WORK SESSION**

**OCTOBER 12, 2015**

**6:00 P.M.**

**CONVENING OF THE COUNCIL:**

**Discussion items:**

1. Citizen Input Policy
2. City of Ethics Renewal
3. Gwinnett County Animal Control ordinance
4. Minutes and Financials

**ADJOURNMENT OF WORK SESSION:**

City of Grayson  
Citizen Input Policy

The following shall be the guidelines for Citizen Input in City Council meetings:

Welcome to the Citizen Input Session of the City of Grayson City Council meeting.

In accordance with city policy:

Each speaker will be limited to three (3) minutes. The Citizen Input Session will be a maximum of 30 minutes and is limited to topics regarding the safety and concerns of city residents. It shall be out of order for any citizen to attack verbally an elected official, employee or representative of the City of Grayson in a public meeting. The City Council will not allow abusive language, threats, jeers, comments applause or shouts from the floor. In the event that happens, the disruptive party will be removed from the meeting. The City Council is here to listen to input. This meeting is not the forum for the City Council or Staff to respond to comments given that the City Council would not have had sufficient time to consider and deliberate comments presented here today. If you have supporting documents please submit them to Laura Cone, City Administrator.

Adopted on Monday, October 19, 2015.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

\_\_\_\_\_  
Council Member

ATTEST:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Council Member

**RESOLUTION**

**WHEREAS** the Board of Directors of the Georgia Municipal Association has established a Certified City of Ethics program; and,

**WHEREAS** the City of Grayson, wishes to be certified as a Certified City of Ethics under the GMA Program; and,

**WHEREAS** part of the certification process requires the Mayor and Council to subscribe to the ethics principles approved by the GMA Board;

**NOW THEREFORE BE IT RESOLVED** by the governing authority of the City of Grayson, Georgia, that as a group and as individuals, the governing authority subscribes to the following ethics principles and pledges to conduct its affairs accordingly:

- \* Serve Others, Not Ourselves
- \* Use Resources With Efficiency and Economy
- \* Treat All People Fairly
- \* Use The Power of Our Position For The Well Being Of Our Constituents
- \* Create An Environment Of Honesty, Openness And Integrity

**RESOLVED** this 19<sup>th</sup> day of October, 2015.

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Mayor

\_\_\_\_\_  
Councilmember

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Councilmember

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Councilmember

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Councilmember

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Councilmember

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ATTEST:

**ADOPTION OF THE  
GWINNETT COUNTY ANIMAL CONTROL ORDINANCE BY REFERENCE  
AS A DULY ADOPTED ORDINANCE OF  
THE CITY OF GRAYSON**

WHEREAS the City of Grayson is a municipal corporation with its corporate boundaries wholly located within Gwinnett County;

WHEREAS the City of Grayson and Gwinnett County have entered into various agreements concerning the joint and separate delivery of services to those living within the corporate boundaries of the city;

WHEREAS the City of Grayson and Gwinnett County have agreed that the Gwinnett County Animal Control will have authority to operate and enforce regulations within the corporate boundaries of the city;

WHEREAS Gwinnett County adopted new regulations governing and regulating animals in March of 2015 and June of 2015;

WHEREAS the City of Grayson desires that those regulations be adopted and enforced as a duly adopted ordinance of the city by Gwinnett County and its animal control unit.

NOW THEREFORE, the city council of the City of Grayson hereby ordains that the Code of Ordinances of the City of Grayson shall be amended as follows:

By deleting Articles II and III of Chapter 14 in their entireties and replacing them with Article II entitled Animal Control, which shall appear and read as follows:

**Article II. Animal Control**

**Sec. 14-26. Adoption of Gwinnett County Animal Control Ordinance**

The city council adopts and incorporates by reference the Animal Control Ordinance, Chapter 10 of the Gwinnett County Code of Ordinances, as may be amended from time to time, for the purpose of prescribing regulations governing animals, including dangerous dogs and responsible dog ownership, the same is adopted and incorporated as fully as if set out at length herein, and from the date on which this chapter shall take effect, the provisions thereof shall be controlling within the corporate limits of the City.

**Sec. 14-27. Enforcement and fees.**

The city has entered into agreements with Gwinnett County in accordance with the Service Delivery Strategy statutes providing permission and authority to the County to provide animal control services within the corporate boundaries of the City. Additionally, the city hereby authorizes Gwinnett County and the Gwinnett County Animal Control unit to enforce the animal control ordinance, as adopted in Section 14-26, to set and collect fees, retain any and all such fees, and to enforce the ordinance in the county's Recorder's Court or other such court as may have jurisdiction of the enforcement of said duly adopted ordinances.

IT IS SO ORDAINED this \_\_\_\_ day of September, 2015.

Voting in Favor:

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Council Member

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Council Member

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Council Member

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Council Member

Voting in Opposition:

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Council Member

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Council Member

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Council Member

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Council Member

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Allison Wilkerson, Mayor

ATTEST:

\_\_\_\_\_  
Laura Paul-Cone, City Clerk

**OFFICIAL MINUTES  
CITY OF GRAYSON  
WORK SESSION  
SEPTEMBER 14, 2015**

**ATTENDANCE:** Mayor Allison Wilkerson, Council members Linda Jenkins, Laurie Anderson, and James Gillespie. Mayor Wilkerson called the meeting to order at 6:04 PM on Monday, September 14, 2015.

Major Jones of GCPD was moved from last on the agenda to the beginning of the meeting at the request of James Gillespie. Major Jones delivered an update of call activity for the month of August.

**The following items were discussed at the Work Session:**

1. Mast Arm expense at Grayson Parkway and Rosebud Road Intersection- Mayor Wilkerson stated that the current Mast arms will not be usable in a different location because they are built to specific dimensions for specific locations. Discussion regarding disposal instead of storage. Mayor Wilkerson to research options. Expense of \$23,000 to upgrade to decorative Mast Arms for the traffic lights at Rosebud/84 intersection to be added to Consent Agenda for the September 21, 2015 Council Meeting.
2. Right-of-Way Documents for Grayson Parkway and Rosebud Road Intersection Improvements- Mayor Wilkerson stated that the council will need to vote to accept the county's offer to purchase the necessary Right-Of-Way at approximately \$56,000. Item to be added to Consent Agenda for the September 21, 2015 Council Meeting.
3. Event Request Form- Laura Cone explained the form and the reason for its creation. Discussion regarding items to be added prior to September 21 meeting. Item to be added to Consent Agenda for the September 21, 2015 Council Meeting.
4. Closing of Park Drive- Discussion regarding the necessity of closing Park Drive after the City Hall/Senior Center parking lot for safety reasons. All agreed that the closure is long overdue. Discussion regarding ways to keep drivers from crossing over other city property to get to Rosebud Road. Item to be added to Consent Agenda for the September 21, 2015 Council Meeting.
5. Grayson Park Parking Lot storm water management alternatives- Steve Sappington explained the various options and costs involved with each option. All agreed to design parking lot using a Concrete Porous Paving System at a cost of approximately \$199,000. Item to be added to Consent Agenda for the September 21, 2015 Council Meeting.
6. Permit Fee comparisons- Steve Sappington explained that the current Permit Fees are comparable to what the county charges for permit fees. Discussion regarding need to implement charges for the review of RDP and new house plans. Laura and Steve to work out details for implementing new charges. Steve to prepare amended Unified Fee Schedule for September 21 meeting. Item to be added to Consent Agenda for the September 21, 2015 Council Meeting.
7. Tree City USA designation- Gail Lane explained the requirements to receive a Tree City USA designation and the creation of a Tree Advisory Board. Item to be added to Consent Agenda for the September 21, 2015 Council Meeting.
8. RFP- Windsor Place Street resurfacing and Windsor Creek curb repair- Mayor Wilkerson and Steve Sappington explained the necessary repairs. Discussion regarding timeline for legal ad. Laura Cone to provide deadline information to Steve. All agreed to allow ad to run at the earliest possible date. Item to be added to Consent Agenda for the September 21, 2015 Council Meeting.
9. 2016 LMIG application for Pine Grove Village- Item to be added to Consent Agenda for the September 21, 2015 Council Meeting.

**OFFICIAL MINUTES  
CITY OF GRAYSON  
WORK SESSION  
SEPTEMBER 14, 2015**

10. DDA Board recommendations for new member appointments- Discussion regarding reappointing Eddie Russell and the replacement of Dave Sitz and Jimmy Norton. Allison Grier and Vic Edens were recommended for the positions on the board. Item to be placed on New Business for the September 21, 2015 Regular Council meeting agenda.
11. Purchase of tables for events- Laura Cone explained that the rental of tables and chairs for city events is a large expense and that purchasing the necessary tables and chairs could save considerable amounts of money in the long-term as more events are added. Discussion regarding the Main Street Budget purchasing 60 rectangular tables and 200 chairs and the City budget purchasing all of the round tables. Laura Cone to have firm prices for the proposed purchase of round tables at the September 21, 2015 Council meeting. Item to be placed on New Business for the September 21, 2015 Regular Council meeting agenda
12. Bid from Chelsea Gardens for sink hole repair- Steve Sappington explained that this is an ongoing problem and that it was determined that the problem is definitely within the scope of the city responsibility. Item to be added to Consent Agenda for the September 21, 2015 Council Meeting.
13. Council retreat- Mayor Wilkerson handed out copies of the proposed agenda and stated that the date, time and location will have to be posted. Item to be added to Consent Agenda for the September 21, 2015 Council Meeting.
14. Approval of August Minutes- Item to be added to Consent Agenda for the September 21, 2015 Council Meeting.
15. Approval of August Financials- Item to be added to Consent Agenda for the September 21, 2015 Council Meeting.
16. Community Development Update- Gail Lane gave an update on all activities/events in the park, the new city newsletter and hours of operation at The Arts & History Center.
17. Meet and Greet at Senior Center to be held on Wednesday, September 23 at 7:00 PM in conjunction with BBQ fundraiser for Glenda Mayhue to benefit Grayson Elementary for the purchase of a swing for the City Park.
18. Flu Shot Clinic set for Saturday, October 10, 2015 from 9-12 in City Hall. Donations to benefit the SE Gwinnett Co-Op. \$5.00 or 5 food items. Discussion regarding the Gwinnett Great Days of Service.
19. Approval of Consent Agenda for the September 21, 2015 Council Meeting
20. Paul Harris- The Arbors asked the following questions:
  - Traffic light at Highway 20 and Moon Road? Mayor Wilkerson and Steve Sappington explained that a traffic study was conducted and it was determined that there wasn't sufficient traffic to warrant a light. Mayor Wilkerson stated that if something were to be built on the corner that would draw more traffic it would then become a safety matter and the state DOT would be more likely to reconsider.
  - Responsibility for repairing curb at the subdivision? Steve Sappington to look into whether or not the maintenance period has expired to find out if the builder/developer or the city is responsible.
  - Calendar? Mr. Harris was referred to the city website.
  - Grass on empty lots? Code Enforcement to look at.

**EXECUTIVE SESSION:**

Mayor Wilkerson announced that the Council would enter into Executive Session at 7:58 PM. Discussion regarding personnel matter.

**OFFICIAL MINUTES  
CITY OF GRAYSON  
WORK SESSION  
SEPTEMBER 14, 2015**

Motion to adjourn Executive Session at 8:27 PM made by James Gillespie. Seconded by Laurie Anderson. Gillespie, Anderson and Jenkins voted in favor.

Motion to Council meeting at 8:27 PM made by Laurie Anderson. Seconded by James Gillespie. Anderson, Gillespie and Jenkins voted in favor.

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Laura Cone, City Administrator

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Allison Wilkerson, Mayor



**OFFICIAL MINUTES  
CITY OF GRAYSON  
WORK SESSION  
SEPTEMBER 21, 2015**

**ATTENDANCE:** Mayor Allison Wilkerson, Council members Laurie Anderson, and Trenton Arnold. Laura Cone, City Administrator. Steve Sappington, City Planner. Gail lane, Community Development Director. Linda Jenkins joined the meeting at 6:50 PM.

Mayor Wilkerson called the meeting to order at 6:40 PM on Monday, September 21, 2015.

**The following items were discussed at the Work Session:**

1. Mast Arm expense at Highway 20 (Couch Middle and Starling Elementary Schools)  
Approximately \$28,000
2. Wrought iron railing on retaining wall at intersection of Grayson Parkway and Rosebud Road
3. Table New Business item "Tree City Designation" until October.

Motion to adjourn at 6:55 PM made by Trenton Arnold. Seconded by Laurie Anderson. Arnold, Anderson and Jenkins voted in favor.

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Laura Cone, City Administrator

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Allison Wilkerson, Mayor

**OFFICIAL MINUTES  
CITY OF GRAYSON  
REGULAR COUNCIL MEETING  
SEPTEMBER 21, 2015**

**ATTENDANCE:** Mayor Allison Wilkerson, Council members Linda Jenkins, Laurie Anderson and Trenton Arnold. Steve Sappington, City Planner. Laura Cone, City Administrator. Gail Lane, Community Development Director.

The Meeting was called to order at 7:00 PM on Monday, September 21, 2015. Paul Nieman, Pastor of 12Stone Church Grayson Campus, led the invocation.

**AGENDA:**

Motion made by Laurie Anderson to amend the agenda with the following items:

- Mast Arm expense at Highway 20 and Brackin Trace- \$28,000
- Wrought-iron railing at retaining wall at Grayson Parkway/Rosebud Road intersection not to exceed \$4,000
- Table discussion on Tree City Designation until October City Council meeting.

Seconded by Trenton Arnold. Anderson, Arnold and Jenkins voted in favor.

**CITIZEN INPUT:**

Leonard- 1055 Castle Point Lane

Leonard addressed the council stating that he loves Grayson and asked what measures are being taken to involve the citizenry. Mayor Wilkerson answered that there will be a Meet and Greet on September 23 at 7:00 PM that he should attend.

**CONSENT AGENDA:**

Motion made by Linda Jenkins to approve the following items on the Consent Agenda:

- Approval of Mast Arm expense at Grayson Parkway and Rosebud Road Intersection- Approximately \$23,000
- Authorization for Mayor Wilkerson to sign Right-of-Way purchase negotiation with Gwinnett County for intersection improvement at Grayson Parkway and Rosebud Road
- Adoption of resolution allowing the closure of Park Drive
- Approval of Grayson Park Parking Lot storm water management and paving for the purpose of final design.
- Approval of Amended Unified Fee Schedule
- Approval of RFP for Windsor Place street resurfacing and Windsor Creek curb repair.
- Approval of 2016 LMIG application for Pine Grove Village
- Approval of Bid from Chelsea Gardens for sink hole repair in Wilshire subdivision- \$5300.00
- Approval to set and advertise date, time and location of Council retreat for October 7, 2015 from 8:30 AM until 4:00 PM at the Carl Vinson Institute of Government in Athens, GA.
- Approval of August Minutes
- Approval of August Financials

**OFFICIAL MINUTES  
CITY OF GRAYSON  
REGULAR COUNCIL MEETING  
SEPTEMBER 21, 2015**

Seconded by Laurie Anderson. Jenkins, Anderson and Arnold voted in favor.

**NEW BUSINESS:**

1. Tree City Designation- Tabled until October
2. Motion made by Laurie Anderson to reappoint Eddie Russell to the DDA Board and to nominate Allison Grier of the Grayson Coffee House and Vic Edens of Edens Heat and Air as new members of the DDA Board to succeed Jimmy Norton and Dave Sitz whose terms expire in October. Seconded by Trenton Arnold. Anderson, Arnold and Jenkins voted in favor.
3. Motion made by Laurie Anderson to approve the purchase of 24 round tables and 200 folding chairs at an expense of \$3426 plus shipping. Seconded by Linda Jenkins. Anderson, Jenkins and Arnold voted in favor.
4. Motion made by Trenton Arnold to approve the upgrade expenditure of \$28,000 to install a mast-arm style traffic light at Highway 20 and Brackin Trace (Couch Middle and Starling Elementary School). Seconded by Linda Jenkins. Arnold, Jenkins and Anderson voted in favor.
5. Motion made by Laurie Anderson to approve the upgrade expenditure of a wrought-iron railing on the retaining wall that will be installed during the improvement of the intersection of Grayson Parkway and Rosebud Road at a cost not to exceed \$4,000. Trenton Arnold stated that the mast-arm upgrade and the wrought-iron railing upgrade would be paid for out of the SPLOST Transportation category allocation and both expenses together would equal the cost of one month of SPLOST revenue. Motion seconded by Trenton Arnold. Anderson, Arnold and Jenkins voted in favor.

**REPORTS:**

Gail Lane reported:

- Meet and Greet and BBQ Fundraiser for Glenda Mayhue in conjunction with the weekly Farmers Market on Wednesday, September 23<sup>rd</sup>.
- Blues and Brews plans are coming together. Ticket sales are going well.
- Implementation of a monthly electronic newsletter reaching 600+ households.

Laura Cone reported the Flu Shot Clinic has been set for Saturday, October 10, 2015 from 9 am until 12 pm in City Hall. Cost is \$5 of 5 canned/boxed food items for the SE Gw. Co-Op.

**OFFICIAL MINUTES  
CITY OF GRAYSON  
REGULAR COUNCIL MEETING  
SEPTEMBER 21, 2015**

Mayor Wilkerson reported:

- Laura Cone has been City Administrator for 14 years and congratulated Ms. Cone with a bouquet of roses.
- Meet and Greet on September 23 at 7:00 PM will include a report from the city as well as a presentation from Gwinnett County Police Major Jones and Officer Martinez on crime statistics and crime prevention.
- Assistant City Administrator Maxine Ley resigned effective October 1, 2015 and the city will be accepting applications and resumes until October 9, 2015.

**ADJOURNMENT:**

Motion to adjourn at 7:15 P.M. made by Laurie Anderson. Seconded by Trenton Arnold. Anderson, Arnold and Jenkins voted in favor.

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Laura Paul-Cone, City Administrator

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Allison Wilkerson, Mayor