



WORK SESSION  
OF MAYOR AND COUNCIL  
CITY OF SNELLVILLE, GEORGIA  
MONDAY, MARCH 25, 2024

Present: Mayor Barbara Bender, Mayor Pro Tem Tod Warner, Council Members Norman A. Carter Jr., Kerry Hetherington, Cristy Lenski, and Gretchen Schulz. Also present City Manager Matthew Pepper, City Attorney Chuck Ross and Jay Crowley with Powell and Edwards Attorneys at Law, Assistant Chief of Police David Matson, Public Works Director David Mitchell, Planning and Development Director Jason Thompson, Public Information Officer Brian Arrington and City Clerk Melisa Arnold.

**CALL TO ORDER**

Mayor Bender called the meeting to order at 6:33 p.m.

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

Mayor and Council reviewed the regular meeting agenda. During the review Mayor Bender announced that Planning Commission applicant Shaunte Pitt will work at T.W. Briscoe Park during the summer therefore she would be withdrawing her nomination since he will be an employee.

**REVIEW CORRESPONDENCE**

None

**CITY ATTORNEY'S REPORT**

Attorney Ross advised that a moratorium is needed on temporary special event licenses for the consumption of alcohol on premises so they can review the need for licensing specific to an event space. After discussion by the Mayor and Council the consensus was to move forward with a resolution for a moratorium.

**DISCUSSION ITEMS**

Update of Ongoing Projects [Bender]

City Manager Pepper gave an update on the Towne Center and other ongoing projects. During the review discussion was held about the abuse of yard and junk debris drop off at the Recycling Center. City Manager Pepper and Public Works Director Mitchell will discuss options to help curb this problem.

Formation of City Ribbon Cutting policy [Warner]

Mayor Pro Tem Warner said he would like to see a brief policy created on how ribbon cuttings will be handled.

**City of Snellville Administration Department**

Business License Applications and Informational Handout to Applicants [Warner]

Mayor Pro Tem Warner said he would like to see information handed out to business owners on what type of services are allowed under each type of business license.

Planning Director Thompson said this information is included in the packet that the Planning Department hands out and said he would share that packet with Mayor Pro Tem Warner.

Towne Green Turf Maintenance [Schulz]

Council Member Schulz said that since it is too late in the year to start any type of maintenance on the Greene she asked about possibly using pine straw on rainy and wet days and expanding a section of brick pavers.

Veterans Memorial update by Memorial Foundation [Warner]

Mayor Pro Tem Warner asked that the City consider taking over ownership and the maintenance of the Veterans Memorial while letting the Foundation still handle the sale and installation of the tiles. Mayor Bender, who is a member of the Memorial Foundation, state they are almost out of funds and work still needs to be done on the lighting.

**EXECUTIVE SESSION**

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

- 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 a motion by Mayor Pro Tem Warner, 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 7:20 p.m.

The meeting reconvened at 7:34 p.m.

**ADJOURNMENT**

Mayor Pro Tem Warner made a motion to adjourn, 2<sup>nd</sup> by Council Member Schulz; voted 6 in favor and 0 opposed, motion approved. The meeting adjourned at 7:34 p.m.



Barbara Bender, Mayor



Melissa Arnold, City Clerk