



CITY OF STONECREST, GEORGIA

CITY COUNCIL MEETING – AGENDA

3120 Stonecrest Blvd., Stonecrest, GA 30038

Monday, December 11, 2023 at 7:00 PM

Mayor Jazzmin Cobble

Council Member Tara Graves - District 1 Council Member Rob Turner - District 2

Council Member Alecia Washington - District 3 Mayor Pro Tem George Turner - District 4

Council Member Tammy Grimes - District 5

Citizen Access: [Stonecrest YouTube Live Channel](#)

- I. CALL TO ORDER:** George Turner, Mayor Pro-Tem
- II. ROLL CALL:** Sonya Isom, City Clerk
- III. INVOCATION:** Rob Turner, District 2 Councilmember
- IV. PLEDGE OF ALLEGIANCE:** Alecia Washington, District 3 Councilmember
- V. APPROVAL OF THE AGENDA**
- VI. REVIEW AND APPROVAL OF MINUTES**
 - [a.](#) Approval of Meeting Minutes - Special Called Meeting, November 13, 2023
 - [b.](#) Approval of Meeting Minutes - City Council Meeting, November 27, 2023
- VII. PUBLIC COMMENTS**

Citizens wishing to make a public comment may do so in person. Citizens may also submit public comments via email to cityclerk@stonecrestga.gov by 2 pm on the day of the meeting to be read by the City Clerk.

All members of the public wishing to address the City Council shall submit their name and the topic of their comments to the city clerk prior to the start of any meeting held by the City Council.

There is a two (2) minute time limit for each speaker submitting or reading a public comment. Individuals will be held to established time limits.

VIII. PUBLIC HEARINGS

Citizens wishing to participate and comment during the public hearing portion of the meeting may comment in person. You may also submit your request including your full name, address, position on the agenda item you are commenting on (for or against) via email to cityclerk@stonecrestga.gov by 2 pm the day of the Public Hearing to be read into the record at the meeting. A zoom link for the meeting will be sent to you.

When it is your turn to speak, please state your name, address and relationship to the case..

There is a ten (10) minute time limit for each item per side during all public hearings. Only the applicant may reserve time for rebuttal.

IX. CONSENT AGENDA

X. APPOINTMENTS & ANNOUNCEMENTS

XI. REPORTS & PRESENTATIONS

XII. OLD BUSINESS

XIII. NEW BUSINESS

a. For Discussion - Food Truck Fees - Tre'Jon Singletary, Senior Planner

b. For Decision - FY23 Budget Amendments - Gia Scruggs, City Manager

c. For Discussion - Charter Commission Update - George Turner, Mayor Pro Tem

d. For Discussion - Committee Summary Reports - George Turner, Mayor Pro Tem

XIV. CITY ATTORNEY COMMENTS

XV. CITY MANAGER UPDATE

XVI. MAYOR AND COUNCIL COMMENTS

XVII. EXECUTIVE SESSION

(When an executive session is required, one will be called for the following issues: 1) Personnel, 2) Litigation, 3) Real Estate)

XVIII. ADJOURNMENT

Americans with Disabilities Act

The City of Stonecrest does not discriminate on the basis of disability in its programs, services, activities and employment practices.

If you need auxiliary aids and services for effective communication (such as a sign language interpreter, an assistive listening device or print material in digital format) or reasonable modification to programs, services or activities contact the ADA Coordinator, Sonya Isom, as soon as possible, preferably 2 days before the activity or event.



CITY OF STONECREST, GEORGIA

CITY COUNCIL SPECIAL CALLED MEETING – MINUTES

3120 Stonecrest Blvd., Stonecrest, GA 30038

Monday, November 13, 2023 at 5:30 PM

Mayor Jazzmin Cobble

Council Member Tara Graves - District 1 Council Member Rob Turner - District 2

Council Member Alecia Washington - District 3 Mayor Pro Tem George Turner - District 4

Council Member Tammy Grimes - District 5

Citizen Access: [Stonecrest YouTube Live Channel](#)

I. CALL TO ORDER: George Turner, Mayor Pro-Tem

The meeting began at 5:34pm.

II. ROLL CALL: Sonya Isom, City Clerk

All members were present.

III. AGENDA ITEMS

a. For Decision - Comprehensive Plan 5 - Year Update Vendor Recommendation - *Matthew Williams, Deputy Director of Planning & Zoning*

Review of comprehensive plan by Director Williams. Staff are requesting to award the contract to the vendor, Sizemore Group, to update the city's comprehensive plan 5-year update.

Mayor Pro Tem Turner stated there was a comprehensive plan update two years ago. Director Williams confirmed the city is on a 5-year plan and the next due date is June 2024. There was a review of the vendor summary, including previous work completed. Mayor Pro Tem Turner would like some of the language in the contract updated to state the City of Stonecrest, instead of DeKalb County. Mayor Cobble stated the evaluation committee, procurement and legal have reviewed the plan.

Motion – made by Councilmember Rob Turner to approve the Comprehensive Plan 5 – Year Update Vendor Recommendation. Seconded by Councilmember Alecia Washington.
Motion passed unanimously.

b. For Decision - December Council Meeting Date & Holiday Schedule Adjustment -
George Turner, Mayor Pro Tem

Mayor Pro Tem Turner proposed an updated meeting date for the December Council Meeting due to the normal meeting date falling on Christmas Day. The proposed date is December 11, 2023, with both the December Work Session and December Council Meeting taking place on the same day. Mayor Cobble stated that after reviewing the November Work Session and Council Meeting, she did not see any conflicts, including the Planning and Zoning Committee meeting.

Motion – made by Councilmember Tara Graves to approve both the City Council meeting and Work Session to be held on December 11, 2023. Seconded by Councilmember Rob Turner.

Motion passed unanimously.

City Manager Scruggs stated the city calendar has staff scheduled off on December 25th 26th and 29th. She is asking the council to close operations for December 27th and 28th as well. There was confirmation that there is an emergency protocol in place. City Hall would reopen on January 2, 2024, as currently scheduled.

Motion – made by Councilmember Rob Turner to approve city hall being closed on the 27th and 28th of December 2023. Seconded by Councilmember Tara Graves.

Motion passed unanimously.

c. For Decision - FY24 Budget Recommendation - Jazzmin Cobble, Mayor & Gia Scruggs,
City Manager

Presentation by Mayor Cobble and City Manager Scruggs. There was a review of the Budget Transmittal letter outlining the FY24 Budget, as required by the City Charter. The FY24 Budget has been discussed in a consolidated committee meeting, Work Session and Public Hearing. Mayor Cobble and Manager Scruggs are now presenting feedback from all engagements and after completing adjustments and confirming it balances. The theme of the FY24 Budget is expanding experiences and resetting Stonecrest, which is an expansion of the FY23 Budget theme. Revenue has also been discussed in the last three engagements and the city is working with a 16.1-million-dollar General Fund budget and kept the millage at 1.257. As done every year, a budget book will be created and live on the city's website, listing all supplemental documents. For reference, calendars will be placed on each appropriate page on the website.

The preamble of the resolution was read by the City Clerk.

Motion – made by Councilmember Rob Turner to approve the FY24 Budget. Seconded by Councilmember Tara Graves.

Motion passed unanimously.

1st read of the ordinance created to establish the requested positions in the FY24 Budget, was read by the City Clerk.

IV. EXECUTIVE SESSION

(When an executive session is required, one will be called for the following issues: 1) Personnel, 2) Litigation, 3) Real Estate)

V. ADJOURNMENT

Motion – made by Councilmember Rob Turner to adjourn the November 13, 2023, Special Called Meeting. Seconded by Councilmember Tammy Grimes.

Motion passed unanimously.

Meeting adjourned at 6:03pm.

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CITY OF STONECREST, GEORGIA

CITY COUNCIL MEETING – MINUTES

3120 Stonecrest Blvd., Stonecrest, GA 30038

Monday, November 27, 2023 at 6:00 PM

Mayor Jazzmin Cobble

Council Member Tara Graves - District 1 Council Member Rob Turner - District 2

Council Member Alecia Washington - District 3 Mayor Pro Tem George Turner - District 4

Council Member Tammy Grimes - District 5

Citizen Access: [Stonecrest YouTube Live Channel](#)

I. CALL TO ORDER: George Turner, Mayor Pro Tem

The meeting began at 6:09pm.

II. ROLL CALL: Sonya Isom, City Clerk

All members were present.

III. INVOCATION: Rob Turner, District 2 Councilmember

IV. PLEDGE OF ALLEGIANCE: Alecia Washington, District 3 Councilmember

V. APPROVAL OF THE AGENDA

There was a request to move Reports and Presentations after Approval of Minutes.

Motion – made by Councilmember Rob Turner to approve the November 27, 2023 City Council meeting agenda with the stated adjustments. Seconded by Councilmember Tara Graves.

Motion passed unanimously.

VI. REVIEW AND APPROVAL OF MINUTES

a. Approval of Meeting Minutes - City Council Meeting, October 23, 2023

Motion – made by Councilmember Tara Graves to approve the meeting minutes from the October 23, 2023, City Council meeting with stated corrections as amended. Seconded by Councilmember Rob Turner.

Motion passed unanimously.

VII. PUBLIC COMMENTS

Citizens wishing to make a public comment may do so in person. Citizens may also submit public comments via email to cityclerk@stonecrestga.gov by 2 pm on the day of the meeting to be read by the City Clerk.

All members of the public wishing to address the City Council shall submit their name and the topic of their comments to the city clerk prior to the start of any meeting held by the City Council.

There is a two (2) minute time limit for each speaker submitting or reading a public comment. Individuals will be held to established time limits.

Faye Coffield - Inquired about sound barriers along I-20, would like information on what's happening with the Hayden Quarry project, and she would like information on those individuals that misused their P-Cards and whether they will be paying back the funds. She is also asking if the City of Stonecrest plans to name any of the street names after African Americans, she would like to know if the city has received and grant or federal funding besides ARPA and COVID-19, and she has questions on the Sam's Building, noting that the city doesn't have any arts centers.

Ted Golden - recruiting volunteers to go out to the schools in Stonecrest. He mentioned that many things are happening at schools, including kids smoking in the bathrooms and doing explicit things. He is soliciting volunteers for the school system, and recommending two hours, two days a week, two times per month.

Terry Johnathan Stidon - informing Mayor and Council of dishonest business practices at the Citgo Gas Station located at 2400 Evans Mill Rd. He mentioned that he was charged a different price each time he purchased a bag of Ice. This comment was read by the City Clerk.

Renee Cail - requests that the City of Stonecrest look closely at Metro Green's and deny their certificate of occupancy. This comment was read by the City Clerk.

VIII. PUBLIC HEARINGS

Citizens wishing to participate and comment during the public hearing portion of the meeting may comment in person. You may also submit your request including your full name, address, position on the agenda item you are commenting on (for or against) via email to cityclerk@stonecrestga.gov by 2 pm the day of the Public Hearing to be read into the record at the meeting. A zoom link for the meeting will be sent to you.

When it is your turn to speak, please state your name, address and relationship to the case..

There is a ten (10) minute time limit for each item per side during all public hearings. Only the applicant may reserve time for rebuttal.

- a. Public Hearing - RZ 23-005 1982 Phillips Road - Matthew Williams, Deputy Director of Planning & Zoning**

Presentation by Deputy Director Matthew Williams stating the applicant, Lucretia Ramsey is seeking to modify the zoning conditions to allow for construction of attached dwellings. There was a review of facts and background, conditions, zoning maps, future land use, an aerial map of property, site plan and proposed renderings. The applicant would like to develop a duplex with an attached dwelling. The current zoning is RSM which permits dwellings. This was brought to the CPIM on October 12, 2023 and the Planning Commission on November 8, 2023. Staff recommends approval.

Motion – made by Councilmember Rob Turner to open public hearing for RZ 23-005 1982 Phillips Road. Seconded by Councilmember Tara Graves.

Motion passed unanimously.

The applicant stated this dwelling will enhance the community.

In Favor

None

In Opposition

None

Motion – made by Councilmember Tara Graves to close public hearing for RZ 23-005 1982 Phillips Road. Seconded by Councilmember Rob Turner.

Motion passed unanimously.

Deputy Director Williams stated the advertisements were properly done and he has not received any negative feedback. During the CPIM, two citizens made general comments. This duplex is not attached to a subdivision and is located on the main road. The applicant is requesting the property to become a duplex instead of a single-family structure. The property can be accessed via Phillips Road. There will be a double driveway that will curve for additional space. The applicant is seeking to allow the unit to be attached.

- b. For Decision** - Ordinance for RZ 23-005 1982 Phillips Road - *Matthew Williams, Deputy Director of Planning & Zoning*

Motion – made by Councilmember Tara Graves to deny RZ 23-005 1982 Phillips Road. Seconded by Mayor Pro Tem George Turner.

Motion passed 3-2 with Councilmember Rob Turner and Councilmember Tammy Grimes voting Nay.

- c. Public Hearing** - RZ 23-006 7467 Covington Highway - *Matthew Williams, Deputy Director of Planning & Zoning*

Deputy Director Matthew Williams gave a presentation stating the applicant, Floyd Sullivan, is requesting to rezone the property from R75 - Residential Medium Lot to C1 - Local Commercial. There was a review of facts and background, future land use, an aerial map, site photo and plan, environmental site analysis and letter of intent. This was brought to the CPIM on October 12, 2023 and to the Planning Commission on November 8, 2023. Staff is recommending approval with three conditions: the project must conform substantially to the site plan, prior to the issuance of the Certificate of Occupancy, the applicant shall apply for and receive a business license and a 5-foot sidewalk shall be installed along the frontage of Covington Highway.

Motion – made by Councilmember Rob Turner to open public hearing for RZ 23-006 7467 Covington Highway. Seconded by Councilmember Tammy Grimes.
Motion passed unanimously.

In Favor

None

In Opposition

None

Motion – made by Councilmember Tara Graves to close public hearing for RZ 23-006 7467 Covington Highway. Seconded by Councilmember Tammy Grimes.
Motion passed unanimously.

The applicant was notified but was not present at this meeting. Councilmember Turner stated his concern that since the applicant is not present, he cannot answer questions the Council may have. Staff is requesting a deferral to the next City Council meeting and assures the applicant will be present.

- d. **For Decision** - Ordinance for RZ 23-006 7467 Covington Highway - *Matthew Williams, Deputy Director of Planning & Zoning*

Motion – made by Councilmember Tara Graves to defer RZ 23-006 7467 Covington Highway to the January 22, 2024, City Council Meeting. Seconded by Councilmember Rob Turner.
Motion passed unanimously.

- e. **Public Hearing** - SLUP 23-009 3309 and 3313 Panola Road - *Matthew Williams, Deputy Director of Planning & Zoning*

Deputy Director Matthew Williams gave a presentation stating the applicant is seeking a SLUP to develop a Place of Worship, which will be approximately 10,500 square feet and house approximately 300 seats. There was a review of facts and background, zoning map, an aerial map, site plan and survey, environmental site analysis and letter of intent. It was stated there is three existing places of worship within a one-mile radius. This item was brought to the CPIM on October 12, 2023 and to the Planning Commission on November 8, 2023.

Staff is recommending approval with five conditions: the applicant must submit a Lot Consolidation Minor Plat prior to the Land Disturbance Permit being issued, he applicant must comply with the parking regulations in ARTICLE 6. – PARKING, the proposed development shall be within general conformity, with the applicants submitted survey/site plan dated July 16, 2023, a deceleration lane and acceleration lane shall be installed along Panola Road, and right-of-way dedication shall be provided.

Motion – made by Councilmember Tammy Grimes to open public hearing for SLUP 23-009 3309 and 3313 Panola Road. Seconded by Councilmember Tara Graves.
Motion passed unanimously.

The applicant, Darrell Johnson, is requesting a SLUP and wants to design a building to accommodate 300 seats. He will also be adding a D cell lane for traffic purposes and stated special attention was paid to traffic and noise.

In Favor

Darnell Johnson, Professional Engineer of JDM Consultants on behalf of Christ Gospel Parish

In Opposition

Donna Dees

Faye Coffield

Lewis Anderson

Desiree Ambrist

M. Murray

A petition was read by the City Clerk on behalf of members of Ousley United Methodist Church.

Motion – made by Councilmember Rob Turner to extend the public hearing for an additional 5 minutes per side for SLUP 23-009 3309 and 3313 Panola Road. Seconded by Councilmember Tammy Grimes.

Motion passed unanimously.

Motion – made by Councilmember Tara Graves to close public hearing for SLUP 23-009 3309 and 3313 Panola Road. Seconded by Councilmember Rob Turner.

Motion passed unanimously.

The applicant placed notification for hearings in time, but some signs could not be read due to the weather. All addresses within 1000 ft radius are notified of meetings. The two properties involved will be consolidated after approval. The area is currently zoned for a church but per the code, will need a SLUP for usage. The applicant has not had a meeting outside the CPIM. And no one spoke in favor or opposition of this item at the CPIM.

Reverend Holloway stated the date on the signs were incorrect for the CPIM and had a date of November 7th 2023, and should have stated November 8th 2023. It was stated this occurred due to the Planning Commission meeting being moved due to the elections being held on November 7th. New posts for the change of date in the Planning Commission meeting were not sent out. The start time for services will be 10am and services last approximately 6-7 hours. It was stated the CPIM did not have a fair shot at getting community input.

Staff is recommends allowing the community and the applicant to engage at a CPIM or full cycle. A completed traffic study is being recommended due to the 300 seats the applicant is requesting.

- f. **For Decision** - Ordinance for SLUP 23-009 3309 and 3313 Panola Road - *Matthew Williams, Deputy Director of Planning & Zoning*

Motion – made by Councilmember Alecia Washington to defer SLUP 23-009 3309 and 3313 Panola Road for full cycle. Seconded by Councilmember Tara Graves.

Motion passed unanimously.

IX. CONSENT AGENDA

X. APPOINTMENTS & ANNOUNCEMENTS**XI. REPORTS & PRESENTATIONS****a. Citizens Academy Graduation - *Gia Scruggs, City Manager***

Presentation to the Citizens Academy Inaugural class graduates by City Manager Scruggs for completing the six-week class and graduating as Ambassadors of the City of Stonecrest. Certificates of Completion were given to each of the twenty-one participants.

Mayor Pro Tem George Turner shared that on November 19, 2023, Congressman Hank Johnson honored unsung heroes and acknowledged those that are Stonecrest citizens.

XII. OLD BUSINESS**XIII. NEW BUSINESS****a. For Decision - Temporary Certificate of Occupancy Process - *Patrick J. Moran, Chief Building Official***

Presentation by Chief Building Official Patrick Moran requesting approval to create a formalized process for Temporary Certificate of Occupancies when required on commercial projects and approval to post the fee, which is required to be advertised for 45 days before adding to the schedule of fees. The TCO will not give permission to change the use of the building. The TCO will only be offered in 30-day increments and will not be re-issued if there is no show of the project being completed. The adoption of this process does not deviate from the required safety inspections by law and fire marshals. The Building Department will examine and send field staff out to inspect and confirm safety.

The TCO is not to deviate or allow without completed requirements but to allow the business to open while completing small punch list items. This process is currently allowed but the fee was never added to the fee schedule. A fee of \$270.00 is being requested to be added to the fee schedule for the TCO. The City Attorney stated the city must announce the proposal to add the fee schedule and once posted, the public can comment before council votes to adopt.

b. For Decision - Fairington Road Sidewalk Design Vendor Recommendation - *Hari Karikaran, PE, City Engineer*

Presentation by City Engineer, Hari Karikaran stating that the city's Transportation Master Plan and the Bicycle, Pedestrian Trail Plan recommends a sidewalk along Fairington Road. There was a review of the design and where the sidewalk will go. Staff is proposing to build a sidewalk on the South side of Fairington Road. The review evaluation committee evaluated and made a recommendation to construct a sidewalk. The purchasing team advertised for a design firm and Stantech Consulting was chosen at \$101,500. Once the design is complete, the construction phase will begin. During construction, there will be some Marta upgrades that include constructing shelters and adding concrete pads at stops. The Bicycle, Pedestrian Plan suggests crosswalks to be added to Fairington Road. The city will apply for an Encroachment Permit with DOT, which is needed to make pedestrian improvements to a DOT road. Consolidating Marta stops on the North side of Fairington Road is an option due to the right-of-way being tight and the lack of sidewalks. The stops

will be protected with push buttons and rubber beacons, so that the flashes warn drivers that there are pedestrians waiting to cross the road.

Motion – made by Councilmember Rob Turner to approve the Fairington Road Sidewalk Design Vendor Recommendation. Seconded by Councilmember Alecia Washington.

Motion passed unanimously.

- c. **For Decision** - Southeast Athletic Fence Installation Vendor Recommendation - *Hari Karikaran, PE, City Engineer*

City Engineer, Hari Karikaran stated that park staff are currently using the maintenance building at the complex for parking vehicles, storing equipment and utilizing the dumpsters. The Purchasing Department received 3 bids for the fence installation and is recommending Hasbun Construction, LLC DBA Total Renovation Solutions in the amount of \$41,160.00, to be funded from ARPA funds. The fence will be approximately 250 feet and the standard 8 feet in height. There will be a screen blocker and bob wire on the fence for safety. For entry, the fence will slide open and closed for staff.

Motion – made by Councilmember Tammy Grimes to approve the Southeast Athletic Fence Installation Vendor Recommendation. Seconded by Councilmember Rob Turner.

Motion passed unanimously.

- d. **For Decision** - Southeast Athletic Complex Restroom Design Contract - *Hari Karikaran, PE, City Engineer*

City Engineer, Hari Karikaran gave a presentation speaking of a lack of restrooms and stating that building permanent restrooms will help in city with costs for renting temporary stalls during events. The Procurement Department solicited a design builder proposal in July 2023 and received one proposal, that doubled the amount that was budgeted in the SPLOST allocation. An evaluation was done with the 5-6 vendors who showed up at the pre-bid meeting and did not send a proposal. Their concerns were there are too many unknowns to project a price for a design build. A decision was made to design first, to get a better cost for the proposal on construction. A proposal to design was received from Gordian, which is a state contractor, with a cost of \$49,829.37 for a complete design. The design will include civil architectural, mechanical, electrical and plumbing designs for a total of 8 additional restrooms. This will also include a concession stand for convenience.

Motion – made by Councilmember Rob Turner to approve the Southeast Athletic Complex Restroom Design Contract. Seconded by Councilmember Tara Graves.

Motion passed unanimously.

- e. **For Discussion** - ARPA Update and Recommendation - *Gia Scruggs, City Manager*

City Manager Ms. Scruggs introduced Steven Whitney from Berry Dunn, to give an update on ARPA funds, including approved programs in progress or completed, small business support, residential support education assistance, park upgrades and youth and adult programming. There was a review of the ARPA budget that the Council approved, as well as recommendations and expenditures year to date. 75 small business support was issued, and 195 residential support was issued. 12 Stonecrest schools received \$100,000 each.

Georgia Piedmont College received \$500,000. The Park upgrades: Field and Parking Lot Lighting: \$374,211 for the Southeast Athletic Complex. Replace/Add Bleachers: \$39,776. Shade Structure: \$204,841 for shading. Sports Materials: \$2,408. Southeast Athletic Complex Fencing: pending. Browns Mill Aquatic Center Upgrades/Renovation: pending. Youth and Adult Programs for Summer Camps: \$96,963. Senior Fitness Class: \$1,200. Bridge Club: \$472. Youth Chess Club: \$2,400. Potential Future Programs: Purchase Supplies and Equipment for Athletic Programming, Expansion of Nature Education Programming and Expansion of Recreation Programming Offerings. The council has approved: \$9,730,045 and what's spent to date: \$4,432,877. There is \$1.24 Million in unspent funds from the residential and small business programs. The City Manager is recommending that those funds be used to support the Panola Shoals Riverbank Stabilization and Restoration Project. This project was previously approved, and this will secure funding. It was requested that a vendor recommendation be brought to council at the December Council meeting, along with a ballpark figure. A previous grant will also be applied as necessary. The residential and small business programs are now closed. A vendor recommendation will be presented at the December council meeting. All ARPA funds must be obligated by December 31, 2024.

Motion – made by Mayor Pro Tem George Turner to reallocate 1.24 million dollars from ARPA funds for the Panola Shoals Stabilization Program. Seconded by Councilmember Rob Turner.

Motion passed unanimously.

f. For Decision - Furniture and Workstation Vendor Approval - *Gia Scruggs, City Manager*

Presentation by City Manager Gia Scruggs requesting additional furniture and workstations as the city continues to grow. The council approved renovations for Development Services and the City Council area in 2022, for both suite 125 & 250. The request is for a vendor to replace furniture and workstations in suite 120, to have adequate office space for current and future city employees. The vendor recommendation is for state contractor Russell Contract Furnishing in the amount of \$82,593.51. This will come from General Fund Facilities and Buildings – Furniture and Fixtures.

Motion – made by Councilmember Rob Turner to approve the Furniture and Workstation Vendor request. Seconded by Councilmember Tammy Grimes.

Motion passed unanimously.

g. For Decision - Ordinance for FY24 Budget Recommendation, 2nd Read - *Gia Scruggs, City Manager*

Presentation by City Manager Gia Scruggs stating the pay and classification plan that was presented during the summer, including the additional positions. To create the positions, there needs to be an Ordinance that attests to those positions, in the different departments.

There was a 2nd read of the preamble by the City Clerk.

Motion – made by Councilmember Rob Turner to approve the Ordinance for the FY24 Budget Recommendation, 2nd Read. Seconded by Councilmember Tara Graves.

Motion passed unanimously.

XIV. CITY ATTORNEY COMMENTS

No comments

XV. CITY MANAGER UPDATE

Would like to thank the residents that were a part of the inaugural Citizens Academy and Staff. The Light up Stonecrest event will take place on December 9th at Browns Mill.

XVI. MAYOR AND COUNCIL COMMENTS

Mayor Cobble – Would like to thank everyone who participated in the Turkey Drive feeding 1000 families. Thanks to sponsors, volunteers and staff. There is a clothes drive at the City Hall that is going on until December 11th and donations can be dropped off on Monday, Wednesday & Friday from 9am - 5pm.

Tara Graves, District 1 – Stressed her excitement about the December 9th Light Up Stonecrest.

Rob Turner, District 2 – Run off election for District 2 is underway. Early voting will begin on 11/27/23-12/1/23 from 7am to 7pm. The voting site is the old Sam's building and the election site on Memorial Drive. The election day is Tuesday, December 5th. Go Vote, District 2.

Alecia Washington, District 3 – Wishes everyone a great rest of the week.

Tammy Grimes, District 5 – Take heed to volunteering in the schools. Salem Middle is the only middle school in Stonecrest. Please volunteer at Salem Middle. Stay tuned for the rest of the year.

George Turner, Mayor Pro Tem, District 4 - December 11th we will have the Work Session will start at 6pm and the Council meeting will start at 7pm. A date for the first meeting in January must be selected that will happen at the December meeting.

XVII. EXECUTIVE SESSION

(When an executive session is required, one will be called for the following issues: 1) Personnel, 2) Litigation, 3) Real Estate)

Motion – made by Councilmember Rob Turner to go into Executive Session for Real Estate matters. Seconded by Councilmember Tammy Grimes.

Motion passed unanimously.

Motion – made by Councilmember Tammy Grimes to come out of Executive Session and return to the regular scheduled council meeting. Seconded by Councilmember Tara Graves.

Motion passed unanimously.

Motion – made by Councilmember Rob Turner to approve the minutes from the Executive Session. Seconded by Councilmember Tara Graves.

Motion passed unanimously.

XVIII. ADJOURNMENT

Motion – made by Councilmember Tammy Grimes to adjourn the City Council Meeting.
Seconded by Councilmember Rob Turner.

Motion passed unanimously.

The meeting adjourned at 10:06pm.

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CITY COUNCIL AGENDA ITEM

SUBJECT: Food Truck Fees

AGENDA SECTION: *(check all that apply)*

☐ PRESENTATION ☐ PUBLIC HEARING ☐ CONSENT AGENDA ☐ OLD BUSINESS
☒ NEW BUSINESS ☐ OTHER, PLEASE STATE: Click or tap here to enter text.

CATEGORY: *(check all that apply)*

☐ ORDINANCE ☐ RESOLUTION ☐ CONTRACT ☐ POLICY ☒ STATUS REPORT
☐ OTHER, PLEASE STATE: Click or tap here to enter text.

ACTION REQUESTED: ☐ DECISION ☒ DISCUSSION, ☐ REVIEW, or ☐ UPDATE ONLY

Previously Heard Date(s): Click or tap to enter a date. & Click or tap to enter a date.

Current Work Session: Click or tap to enter a date.

Current Council Meeting: Monday, December 11, 2023

SUBMITTED BY: Tre'Jon Singletary, Senior Planner of Planning and Zoning

PRESENTER: Tre'Jon Singletary, Senior Planner of Planning and Zoning

PURPOSE: Amendment to Stonecrest Chapter 15 (Licenses, Permits and Miscellaneous Business Regulations), Article 19 (Mobile Food Vendors), Chapter 27 (Zoning Ordinance), Article 4 (Use Regulations), and Article 9 (definitions/Maps) regarding Food Trucks.

FACTS: There are not existing Zoning Regulations for Food Truck with Zoning Ordinance. Current "Vending Operations Rules" exist in Chapter 15 (Licenses, Permits and Miscellaneous Business Regulations). Staff is proposing changes to the Stonecrest's Ordinance

OPTIONS: Discussion only Click or tap here to enter text.

RECOMMENDED ACTION: Discussion only Click or tap here to enter text.

ATTACHMENTS:

- (1) Attachment 1 - Staff Report
- (2) Attachment 2 - Click or tap here to enter text.



CITY COUNCIL AGENDA ITEM

- (3) Attachment 3 - Click or tap here to enter text.
- (4) Attachment 4 - Click or tap here to enter text.
- (5) Attachment 5 - Click or tap here to enter text.



TO: Mayor and City Council

FROM: Planning and Zoning Department

SUBJECT: TMOD-23-004

ADDRESS: City-Wide

WORK SESSION DATE: December 11, 2023

Summary: Amendment to Stonecrest Chapter 15 (Licenses, Permits and Miscellaneous Business Regulations), Article 19 (Mobile Food Vendors), Chapter 27 (Zoning Ordinance), Article 4 (Use Regulations), and Article 9 (definitions/Maps) regarding Food Trucks.

STAFF RECOMMENDATION: APPROVAL

PLANNING COMMISSION RECOMMENDATION: APPROVAL with one (1) modification: To add a reference to mobile BBQ pits, mobile stoves, etc.



TMOD-23-004

Planning and Zoning Department

FACTS & ISSUES

- There are not existing Zoning Regulations for Food Truck with Zoning Ordinance
- Current “Vending Operations Rules” exist in Chapter 15 (Licenses, Permits and Miscellaneous Business Regulations)
- Staff is proposing changes to the Stonecrest’s Ordinance

Attachment(s) Included:

- **Revisions to Stonecrest’s Ordinance regarding Food Trucks**



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STONECREST ORDINANCE UPDATE

Revision to the Licenses, Permits and Miscellaneous Business Regulations, Chapter 15

Article XIX – ~~Mobile Food Vendors Reserved~~

~~Division 1. — Generally~~

~~Sec. 15.19.1. — Definitions:~~

~~The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:~~

~~**Blind person** means a person whose vision, with correcting glasses, is so defective as to prevent the performance of activities for which eyesight is essential. See O.C.G.A. § 49-4-51(b).~~

~~**Disabled veteran** means a resident of the state who may be either a war veteran or veteran of peace-time service as set forth below and such person must obtain a certificate of exemption issued by the state commissioner of veterans' service.~~

~~(1) A war veteran must furnish satisfactory proof that he has a physical disability which is disabling to the extent of ten percent or more; that his service in the armed forces of the United States was terminated under conditions other than dishonorable; and that his service or some part thereof was rendered during a war period, as defined by an act of the Congress of the United States, approved March 20, 1933, entitled "An Act to Maintain the Credit of the United States," and commonly known as Public Law No. 2, 73rd Congress; or that some part of his service was rendered on or after December 7, 1941, and before December 31, 1946; or that some part of his service was rendered on or after June 27, 1950, and before January 31, 1955; or that some part of his service was rendered on or after August 5, 1964, and before May 8, 1975. Proof of such ten percent disability shall be established upon the written certificate of two physicians as to such disability, or by a letter or other written evidence from the United States Department of Veterans Affairs or the Department of Veterans Service stating the degree of disability, or by written evidence from the branch of the armed forces of the United States in which such veteran~~



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~~served.~~

- ~~(2) A veteran of peace-time service in the United States armed forces must furnish proof that he has a physical disability to the extent of 25 percent or more incurred in the line of duty during the period of such service by a letter or other evidence from the United States Department of Veterans Affairs or the Department of Veterans Service stating the degree of disability or by written evidence from the branch of the armed forces of the United States in which such veteran served and that his service in the armed forces of the United States was terminated under conditions other than dishonorable.~~
- ~~(3) That disabled veterans and blind persons shall only have to show proof of their disability upon their initial application, as opposed to annually. If the current language of O.C.G.A. § 43-12-2 is amended, then this definition of disabled veteran shall be controlled by O.C.G.A. § 43-12-2, as amended.~~

~~Food truck means any motor vehicle used for vending of prepared food items to the public from designated food truck areas.~~

~~Items permissible for sale means items which may be offered for sale by and are limited to non-alcoholic pre-packaged beverages; pre-packaged food; prepared food; and prepared non-alcoholic beverages. Items permissible for sale shall not include any tobacco products.~~

~~Moral turpitude means the act or behavior of baseness, vileness or the depravity in private and social duties which people owe to their fellow people, or to society in general, contrary to accepted and customary rule of right and duty between person and person; act or behavior that gravely violates moral sentiment or accepted moral standards of community and is a morally suitable quality held to be present in some criminal offenses as distinguished from others.~~

~~Non-alcoholic pre-packaged beverages means beverages sealed in plastic or aluminum single-serving containers excluding all beverages in glass containers, and excluding all alcoholic, including, but not limited to, malt beverages, wine and distilled spirits.~~

~~Operating area means:~~

- ~~(1) The area in which a vendor may operate from a vending cart and which may not exceed 28 square feet of sidewalk including the area of the vending cart, and, when externally located, the operator and trash receptacle; or~~
- ~~(2) The parameters of the food truck.~~

~~Pre-packaged food means single-serving sealed packaged foods, including, but not limited to, candy, popsicles, chips/bagged snacks which do not require any heating or powered refrigeration, and the service of which does not require authorization by the DeKalb County Board of Health.~~

~~Prepared non-alcoholic beverages means beverages prepared on-site and which are not served in glass containers, and excluding all alcoholic beverages, including, but not limited to, malt beverages, wine and distilled spirits.~~

~~Prepared food means food prepared on-site, the sale of which requires authorization by the DeKalb County Board of Health.~~



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~~Public property and public space both mean, for the purpose of this article, any property owned by the City of Stonecrest within street rights-of-way, including any roadways and sidewalks, but excluding city-owned parks.~~

~~Vending means vending activity as permitted on privately-owned commercial or industrial property under the jurisdiction of the City of Stonecrest and in specifically designated city-owned parks or property. Vending shall only be permitted in city-owned parks or property where such activity is associated with a special event and/or subject to regulation under a more specific permit.~~

~~Valid vendor permit means a permit issued by the City of Stonecrest for a vendor of a vending cart or food truck. Such permit shall consist of a photo-identification card which contains the vendor's name, photograph, vending type and classification, authorized valid vendor locations and time period for which such permit is valid.~~

~~Vending cart means a vending cart at which prepared food, prepared non-alcoholic beverages, pre-packaged food and non-alcoholic pre-packaged beverages may be offered for sale.~~

~~Vendor means any person who has been issued a valid vendor permit.~~

~~Sec. 15-19-2. — Purpose, intent and applicability.~~

~~A. Vending on public property in the incorporated boundaries of the city, as defined in this article, shall be prohibited. Vending on privately-owned commercial or industrial property without a permit issued pursuant to this article shall be unlawful and a person violating this article shall, upon conviction, be punished as provided by this Code.~~

~~B. It is the intent of council in enacting this article to:~~

- ~~(1) Serve and protect the health, safety and welfare of the general public.~~
- ~~(2) Establish a uniform set of rules and regulations which are fair and equitable.~~
- ~~(3) Provide economic development opportunities for small entrepreneurs in the city.~~
- ~~(4) Provide a variety of goods and services for sale.~~
- ~~(5) Promote stable vendors who will enrich the city's ambiance and be assets to public security.~~



~~Sec. 15-19-3. Vending business required to remit sales taxes and keep records~~

- ~~(a) Every vendor shall file with Georgia Department of Revenue (GDOR) the appropriate forms and remit monthly sale tax revenues to GDOR. Nothing in this section shall prohibit the revocation of any permit in accordance with the provisions of division 2 of this article.~~
- ~~(b) Prospective vendors, by filing a business license application, agree to produce documents and records which may be considered pertinent to the ascertainment of facts relative to the issuance and maintenance of the permit, including, but not limited to, the following:
Records of sales and receipts for purchases and expenses from any business in which a vendor has any interest.~~

~~Sec. 15.19.4. Vending operational rules.~~

- ~~(a) Hours of operation shall be between 7:00 a.m. and 6:00 p.m., or as previously approved by the City Manager or his designee in connection with a special event permit.~~
- ~~(b) Any and all signage must comply with the City of Stonecrest Code of Ordinances, chapter 21.~~
- ~~(c) Vendors may offer items permissible for sale only.~~
- ~~(d) All vendors shall display their valid vending permits, photo identification card, and any required copies of licensing agreements at the valid vendor location.~~
- ~~€ All vendors must maintain an auditable point-of-sale system to track and report on sales revenue and appropriate taxation in accordance with the requirements of section 15-19-3.~~
- ~~(f) Vending operations may not obstruct vehicular traffic flow except for up to 15 minutes to load and unload vending carts and merchandise.~~
- ~~(g) Vending operations, including, but not limited to, the display of merchandise and may not exceed the approved operating area.~~
- ~~(h) Vending carts and/or food trucks shall not be left unattended or stored at any time in the operating area when vending is not taking place or during restricted hours of operation.~~
- ~~(i) Vending carts and/or food trucks should not occupy more than one standard parking space.~~



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- ~~(j) Vending carts and/or food trucks shall not operate on vacant or undeveloped lots.~~
- ~~(k) Vending carts and/or food trucks shall be located within 100 yards of the principal structure of the lot upon which it intends to vend.~~
- ~~(l) Vending carts and/or food trucks are allowed to stay at any one place of operation for a maximum of four hours.~~
- ~~(m) Vendors offering prepared food shall obtain the proper authorization and permits from the DeKalb County Board of Health or the comparable department of another municipality.~~
- ~~(n) Vendors offering pre-packed food and prepackaged beverages shall obtain the proper authorization from the Georgia Department of Agriculture.~~

~~Sec. 15-19-5. —Aesthetic standards.~~

~~Vending carts must comply with the following aesthetic standards:~~

- ~~(a) Length of the cart may not exceed seven feet and width may not exceed four feet in height, excluding canopies, umbrellas, or transparent enclosures; may not exceed five feet;~~
- ~~(b) Canopies shall have a minimum clearance of seven feet and a maximum height of nine feet, six inches above the sidewalk;~~
- ~~(c) Canopies may not exceed 48 square feet (eight feet by six feet);~~
- ~~(d) All carts must be mobile, and able to roll on wheels;~~
- ~~(e) The design, materials, and colors are to be of natural wood or metal products and considerate of the immediate surroundings of the proposed location;~~
- ~~(f) Materials must be in working order, and may not include peeling paint, visible defects or areas requiring maintenance;~~
- ~~(g) The wheels located under the cart are preferred; however projecting wheels must have fenders;~~
- ~~(h) Hitches attached to the cart must be removable and detached when in operation; and~~
- ~~(i) If used, propane tanks must be enclosed.~~



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~~Sec. 15-19-6 — 15-19-20. Reserved.~~

~~DIVISION 2. — PERMITS AND LICENSES~~

~~Sec. 15-19-21. — Vendor permit and business license required.~~

~~(a) No vending shall occur without a permit issued pursuant to this article.~~

~~(b) No person shall engage in the business or trade of vending without first obtaining a business license. Disabled veterans and blind persons, as defined by O.C.G.A. § 43-12-1 and section 15.19.1 of this Code, are exempt from payment of business license fees, but must obtain such licenses.~~

~~(c) All valid vendor permits are nontransferable, and must be displayed in clear view, together with the vending permit photo identification card, at the permitted location or designated food truck area at all times when the vendor or assistant vendor is present.~~

~~Sec. 15-19-22. — Application.~~

~~(a) An application shall be required by all persons seeking issuance of a valid vendor permit. Each applicant must apply in person and complete an application form. Application forms may be obtained from and filed with the office of revenue.~~

~~(b) Permit fees and applicable maintenance fees are due and payable in the manner required by the City Manager or his designee if and when the application is approved by the City.~~

~~(c) An application for permit, including the proposed vending areas, must be submitted the City Manager or his designee for approval at least 30 calendar days prior to the proposed vending start date. The City Manager or his designee shall approve, deny, or request addition information from the applicant within 14 business days.~~

~~(d) The application shall, at a minimum, consist of the following data:~~

~~(1) Applicant's name and current address.~~

~~(2) Applicant's previous addresses within the last five years.~~

~~(3) Social Security number.~~

~~(4) Proposed vending locations.~~



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- ~~(5) Certification of approval of vending location from the private property owner.~~
- ~~(6) A dimensional site plan drawing for each vending location within the city which clearly shows the footprint and placement of the cart and the operating area.~~
- ~~(7) The times and days/dates during which the vendor estimates they will vend on the proposed property.~~
- ~~(8) GDOR retail identification tax number.~~
- ~~(9) State issued picture identification.~~
- ~~(10) — City business license.~~
- ~~(11) — A general description of the items permissible for sale to be sold or offered for sale.~~
- ~~(c) All applicants shall furnish all data, information and records requested of them by the City Manager or his designee within ten days from the date of request. Failure to furnish such information within ten days shall automatically dismiss, with prejudice, the application.~~

~~Sec. 15-19-23. — Term and renewal of permits.~~

- ~~(a) A valid vendor permit will be issued for a one-year period. When the one-year permit expires, a vendor may apply for a renewal permit which allows the vendor to vend for another one-year period. All valid vendor permits are required to be renewed annually on or before March 1. All annual permit fees and applicable annual maintenance fees are due and payable at the time of renewal.~~
- ~~(b) Vendors may present to the City Manager or his designee an application for a renewal permit. Upon a review and approval of the renewal application, satisfaction of all other license and permit requirements, and upon payment of the appropriate fees as indicated in section 15-19-24, the vendor shall be furnished with a renewal permit.~~
- ~~(c) Each applicant for a renewal application shall submit an application which shall at a minimum consist of the data required for the issuance of an initial permit as set forth in section 15-19-22.~~

~~Sec. 15-19-24. — Annual fees.~~

- ~~(a) Annual permit fees and applicable annual maintenance fees are due and payable upon approval of the application.~~
- ~~(b) The annual permit fee for all valid vendor permits shall be \$75.00.~~



~~Sec. 15-19-25. – Location:~~

~~(a) Valid vendor locations shall:~~

- ~~(1) Not be within 15 feet of street intersections or pedestrian crosswalks or 15 feet of building entrances/exits or within 50 feet of hotels/motels;~~
- ~~(2) Not be within 15 feet of a driveway, bus stop, crosswalk, or intersection;~~
- ~~(3) Provide a minimum of five feet of unobstructed pedestrian space;~~
- ~~(4) Not be within 15 feet of a fire hydrant driveway; and~~
- ~~(5) Not be within 600 feet of the closest property line of any public or private elementary, middle or high school.~~

~~Sec. 15-19-26. – Notification of name change or change of address.~~

~~Whenever either the name or address provided by the vendor on the application for a valid vendor permit changes, the vendor shall notify the City Manager or his designee in writing within ten days of such change and provide same with the name change or address change. Vendors shall ensure that a current and correct name, residence address and mailing address are on file with the City Manager or his designee at all times.~~

~~Sec. 15-19-27. – Denials, fines, suspensions and revocations:~~

- ~~(a) No valid vendor permit shall be issued to any person who has been convicted within five years immediately prior to the filing of the application for any felony or misdemeanor relating to drug possession and related matter; crimes of moral turpitude; larceny, fraudulent conveyance, perjury and/or false swearing, or subrogation. Any conviction for dealing and/or trafficking in illegal drugs will automatically disqualify an applicant.~~
- ~~(b) Failure to maintain initial qualifications shall be grounds for revocation or denial of a renewal permit.~~
- ~~(c) A denial, fine, suspension, revocation of any permit issued pursuant to this article may be imposed for any of the following causes:~~
 - ~~(1) Fraud, misrepresentation or false statements contained in the application.~~
 - ~~(2) Failure on the part of a vendor to maintain initial eligibility qualifications.~~



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~~(3) Failure to furnish any and all documentation requested by either the police department, the office of revenue or the license review board for the purposes of the investigation of any application or for the inspection of records pursuant to this division within 30 days of such request.~~

~~(4) Any failure to comply with any requirement set forth in this article or this Code.~~

~~(d) Any person whose permit is revoked may not reapply until one year following the effective date of the revocation.~~

~~(e) In addition to carrying out all other investigations as may be permitted under this article, the license and permits unit shall investigate any alleged violation of this article upon receipt of a written, sworn complaint by any person who witnesses or becomes aware of a potential violation. Such complaint shall be signed under penalty of perjury, and shall be accompanied by any supporting evidence.~~

~~Sec. 15-19-28. -- Appeal on suspension, fine, revocation or denial.~~

~~A person to whom the city refuses to issue a vendor's permit or whose vendor's permit is suspended or revoked may file an appeal therefrom in accordance with article XVI of this chapter.~~

~~Sec. 15-19-29. -- Vendors selling ice cream or other pre-packaged food and/or non-alcoholic pre-packaged beverages out of motor vehicles.~~

~~(a) Vendors selling ice cream or other pre-packaged food and/or non-alcoholic pre-packaged beverages out of motor vehicles shall be subject to this section. Vendors permitted in accordance with this section shall not be permitted to sell prepared food or prepared non-alcoholic beverages.~~

~~(b) Every vendor selling ice cream or other pre-packaged food and/or non-alcoholic pre-packaged beverages out of motor vehicles pursuant to this section shall, before making any sale, park the vehicle at the right curb and at least eight feet from any other vehicle that may be parked on the street and not less than 100 feet from any intersecting street. When the vending vehicle stops, all sound equipment or other devices used to notify customers of the presence of the vendor shall be stopped and shall not be resumed until the vehicle is again put in motion.~~

~~(c) No vehicle using sound equipment or other method of attracting customers shall operate such equipment between the hours of 9:00 p.m. and 9:00 a.m. daily. On days in which schools are actually in session, no motor vehicle shall be operated within 600 feet of any public school in the city one hour before or one hour after published school hours.~~

~~(d) Vendors selling ice cream or other pre-packaged food and/or non-alcoholic pre-packaged beverages out of motor vehicles pursuant to this section, shall not stop or stand and do business for more than 30 minutes.~~

~~(e) Vendors selling ice cream or other pre-packaged food and/or non-alcoholic pre-packaged beverages out of motor vehicles pursuant to this section shall not be~~



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~~restricted to an operational area or location specifically described in section 15-19-25.~~



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Revision to the Zoning Ordinance, Chapter 27

Article 2. District Regulations

Division 3. – RE (Residential Estate) District

Sec. 2.3.2. – Permitted and special land uses.

B. Special Administrative Uses. The following uses are permitted only with administrative approval:

3. Commercial.

- b. Food Trucks, Mobile Vending/ Food Carts; see section 4.2.**
- c. Temporary outdoor retail sales; see section 4.2.**
- d. Temporary outdoor sales or events, seasonal; see section 4.2.**
- e. Temporary produce stand; see section 4.2.**
- f. Temporary trailer, as home sales office or construction trailer; see section 4.2.**



Division 4. – RLG (Residential Large Lot) District
Sec. 2.4.2. – Permitted and special land uses.

- B. Special Administrative Uses. The following uses are permitted only with administrative approval:**
- 3. Commercial.**
 - b. Food Trucks, Mobile Vending/ Food Carts; see section 4.2.**
 - c. Temporary outdoor retail sales; see section 4.2.**
 - d. Temporary outdoor sales or events, seasonal; see section 4.2.**
 - e. Temporary produce stand; see section 4.2.**
 - f. Temporary trailer, as home sales office or construction trailer; see section 4.2.**

Division 5. – R-100 (Residential Medium Lot-100) District
Sec. 2.5.2. – Permitted and special land uses.

- B. Special Administrative Uses. The following uses are permitted only with administrative approval:**
- 3. Commercial.**
 - b. Food Trucks, Mobile Vending/ Food Carts; see section 4.2.**
 - c. Temporary outdoor retail sales; see section 4.2.**
 - d. Temporary outdoor sales or events, seasonal; see section 4.2.**
 - e. Temporary produce stand; see section 4.2.**
 - f. Temporary trailer, as home sales office or construction trailer; see section 4.2.**



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Division 6. – R-85 (Residential Medium Lot-85) District

Sec. 2.6.2. – Permitted and special land uses.

B. Special Administrative Uses. The following uses are permitted only with administrative approval:

3. Commercial.

- b. Food Trucks, Mobile Vending/ Food Carts; see section 4.2.**
- c. Temporary outdoor retail sales; see section 4.2.**
- d. Temporary outdoor sales or events, seasonal; see section 4.2.**
- e. Temporary produce stand; see section 4.2.**
- f. Temporary trailer, as home sales office or construction trailer; see section 4.2.**

Division 7. – R-75 (Residential Medium Lot-75) District

Sec. 2.7.2. – Permitted and special land uses.

B. Special Administrative Uses. The following uses are permitted only with administrative approval:

3. Commercial.

- b. Food Trucks, Mobile Vending/ Food Carts; see section 4.2.**
- c. Temporary outdoor retail sales; see section 4.2.**
- d. Temporary outdoor sales or events, seasonal; see section 4.2.**
- e. Temporary produce stand; see section 4.2.**
- f. Temporary trailer, as home sales office or construction trailer; see section 4.2.**



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Division 8. – R-60 (Residential Small Lot-60) District
Sec. 2.8.2. – Permitted and special land uses.

B. Special Administrative Uses. The following uses are permitted only with administrative approval:

3. Commercial.

- b. Food Trucks, Mobile Vending/ Food Carts; see section 4.2.**
- c. Temporary outdoor retail sales; see section 4.2.**
- d. Temporary outdoor sales or events, seasonal; see section 4.2.**
- e. Temporary produce stand; see section 4.2.**
- f. Temporary trailer, as home sales office or construction trailer; see section 4.2.**

Division 12. – RSM (Small Lot Residential Mix) District
Sec. 2.12.2. – Permitted and special land uses.

B. Special Administrative Uses. The following uses are permitted only with administrative approval:

3. Commercial.

- b. Food Trucks, Mobile Vending/ Food Carts; see section 4.2.**
- c. Temporary outdoor retail sales; see section 4.2.**
- d. Temporary outdoor sales or events, seasonal; see section 4.2.**
- e. Temporary produce stand; see section 4.2.**
- f. Temporary trailer, as home sales office or construction trailer; see section 4.2.**



Division 13. – MR-1 (Medium Density Residential-1) District

Sec. 2.13.2. – Permitted and special land uses.

B. Special Administrative Uses. The following uses are permitted only with administrative approval:

3. Commercial.

- b. Food Trucks, Mobile Vending/ Food Carts; see section 4.2.**
- c. Temporary outdoor retail sales; see section 4.2.**
- d. Temporary outdoor sales or events, seasonal; see section 4.2.**
- e. Temporary produce stand; see section 4.2.**
- f. Temporary trailer, as home sales office or construction trailer; see section 4.2.**

Division 14. – MR-2 (Medium Density Residential-2) District

Sec. 2.14.2. – Permitted and special land uses.

B. Special Administrative Uses. The following uses are permitted only with administrative approval:

3. Commercial.

- b. Food Trucks, Mobile Vending/ Food Carts; see section 4.2.**
- c. Temporary outdoor retail sales; see section 4.2.**
- d. Temporary outdoor sales or events, seasonal; see section 4.2.**
- e. Temporary produce stand; see section 4.2.**
- f. Temporary trailer, as home sales office or construction trailer; see section 4.2.**



Division 15. – HR-1 (High Density Residential-1) District
Sec. 2.15.2. – Permitted and special land uses.

- B. Special Administrative Uses. The following uses are permitted only with administrative approval:**
- 3. Commercial.**
 - b. Food Trucks, Mobile Vending/ Food Carts; see section 4.2.**
 - c. Temporary outdoor retail sales; see section 4.2.**
 - d. Temporary outdoor sales or events, seasonal; see section 4.2.**
 - e. Temporary produce stand; see section 4.2.**
 - f. Temporary trailer, as home sales office or construction trailer; see section 4.2.**

Division 16. – HR-2 (High Density Residential-2) District
Sec. 2.16.2. – Permitted and special land uses.

- B. Special Administrative Uses. The following uses are permitted only with administrative approval:**
- 3. Commercial.**
 - b. Food Trucks, Mobile Vending/ Food Carts; see section 4.2.**
 - c. Temporary outdoor retail sales; see section 4.2.**
 - d. Temporary outdoor sales or events, seasonal; see section 4.2.**
 - e. Temporary produce stand; see section 4.2.**
 - f. Temporary trailer, as home sales office or construction trailer; see section 4.2.**



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- g. Temporary produce stand; see section 4.2.**
- h. Temporary trailer, as home sales office or construction trailer; see section 4.2.**

Division 17. – HR-3 (High Density Residential-3) District

Sec. 2.17.2. – Permitted and special land uses.

B. Special Administrative Uses. The following uses are permitted only with administrative approval:

3. Commercial.

- b. Food Trucks, Mobile Vending/ Food Carts; see section 4.2.**
- c. Temporary outdoor retail sales; see section 4.2.**
- d. Temporary outdoor sales or events, seasonal; see section 4.2.**
- e. Temporary produce stand; see section 4.2.**
- f. Temporary trailer, as home sales office or construction trailer; see section 4.2.**

Division 26. – C-1 (Local Commercial) District

Sec. 2.26.2. – Permitted and special land uses.

B. Special Administrative Uses. The following uses are permitted only with administrative approval:

3. Commercial.

- b. Food Trucks, Mobile Vending/ Food Carts; see section 4.2.**
- c. Temporary outdoor retail sales; see section 4.2.**
- d. Temporary outdoor sales; seasonal; see section 4.2.**
- e. Temporary outdoor sales or events, seasonal; see section 4.2.**



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- f. Temporary produce stand; see section 4.2.**
- g. Temporary trailer, as home sales office or construction trailer; see section 4.2.**

Division 27. – C-2 (General Commercial) District

Sec. 2.27.2. – Permitted and special land uses.

B. Special Administrative Uses. The following uses are permitted only with administrative approval:

3. Commercial.

- b. Food Trucks, Mobile Vending/ Food Carts; see section 4.2.**
- c. Temporary outdoor retail sales; see section 4.2.**
- d. Temporary outdoor sales; seasonal; see section 4.2.**
- e. Temporary outdoor sales or events, seasonal; see section 4.2.**
- f. Temporary produce stand; see section 4.2.**
- g. Temporary trailer, as home sales office or construction trailer; see section 4.2.**

Division 28. – OD (Office - Distribution) District

Sec. 2.28.2. – Permitted and special land uses.

B. Special Administrative Uses. The following uses are permitted only with administrative approval:

3. Commercial.

- b. Food Trucks, Mobile Vending/ Food Carts; see section 4.2.**
- c. Temporary outdoor retail sales; see section 4.2.**



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- d. Temporary outdoor sales; seasonal; see section 4.2.**
- e. Temporary outdoor sales or events, seasonal; see section 4.2.**
- f. Temporary produce stand; see section 4.2.**
- g. Temporary trailer, as home sales office or construction trailer; see section 4.2.**

Division 29. – OI (Office - Institutional) District

Sec. 2.29.2. – Permitted and special land uses.

B. Special Administrative Uses. The following uses are permitted only with administrative approval:

3. Commercial.

- b. Food Trucks, Mobile Vending/ Food Carts; see section 4.2.**
- c. Temporary outdoor retail sales; see section 4.2.**
- d. Temporary outdoor sales; seasonal; see section 4.2.**
- e. Temporary outdoor sales or events, seasonal; see section 4.2.**
- f. Temporary produce stand; see section 4.2.**
- g. Temporary trailer, as home sales office or construction trailer; see section 4.2.**

Division 31. – M (Light Industrial) District

Sec. 2.31.2. – Permitted and special land uses.

B. Special Administrative Uses. The following uses are permitted only with administrative approval:

3. Commercial.

- b. Food Trucks, Mobile Vending/ Food Carts; see section 4.2.**



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- c. Temporary outdoor retail sales; see section 4.2.**
- d. Temporary outdoor sales; seasonal; see section 4.2.**
- e. Temporary outdoor sales or events, seasonal; see section 4.2.**
- f. Temporary produce stand; see section 4.2.**
- g. Temporary trailer, as home sales office or construction trailer; see section 4.2.**

Division 32. – M-2 (Heavy Industrial) District

Sec. 2.32.2. – Permitted and special land uses.

B. Special Administrative Uses. The following uses are permitted only with administrative approval:

3. Commercial.

- b. Food Trucks, Mobile Vending/ Food Carts; see section 4.2.**
- c. Temporary outdoor retail sales; see section 4.2.**
- d. Temporary outdoor sales; seasonal; see section 4.2.**
- e. Temporary outdoor sales or events, seasonal; see section 4.2.**
- f. Temporary produce stand; see section 4.2.**
- g. Temporary trailer, as home sales office or construction trailer; see section 4.2.**



Article 3. Overlay District Regulations

Division 1. – Overlay Districts.

Sec. 3.1.6. – Overlay Use Table.

Table 3.1 Overlay Use											
Land Use	Stonecrest Area Overlay						Interstate 20 Corridor Overlay*			Arabia Mountain Conservation Overlay*	See Section 4.2
"Key: P—Permitted use Pa—Permitted as an accessory Use SA—Special administrative permit required SP—Special Land Use Permit (SLUP) required X—Prohibited Use *If blank, check use table for underlying zoning (Sec.4.1.3)* * Note: Uses permitted in Tiers 5 and 6 of the Stonecrest Area Overlay and the Arabia Mountain Conservation Overlay are determined by the underlying zoning district, though the Overlay takes precedence"	T1	T2	T3	T4	T5*	T6*	T1	T2	T3		
							In Mixed Use Development	In Mixed Use Development	In Mixed Use Development		
COMMERCIAL											
Restaurant/Food Establishments											
Brewpub/Beer growler	P	P	P	P							
Catering establishments	P	P	P	P							
Food Trucks, Mobile Vending/ Food Carts											✓



Article 4. – Use Regulations

Division 1. – Overview of Use Categories and Use Table

Sec. 4.1.3. – Use Table.

	KEY: P - Permitted use Pa - Permitted as an accessory use										SA - Special administrative permit from Community Development Director SP - Special land use permit (SLUP)														
Use	R E	RL G	R- 10 0	R - 8 5	R - 7 5	R - 6 0	RS M	M R- 1	M R- 2	H R- 1,2 ,3	MHP	RNC	OI	OIT	NS	C-1	C-2	OD	M	M-2	MU- 1	MU- 2	MU- 3	MU- 4,5	See Section 4.2
COMMERCIAL																									
Recreation and Entertainment																									
Food Trucks, Mobile Vending/ Food Carts	SA	SA	SA	SA	SA	SA	SA	SA	SA	SA			SA			SA	SA	SA	SA	SA					✓



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Division 2. – Supplemental Use Regulations

Sec. 4.2.67. – Food Trucks, Mobile Vending/Food Cart.

All Food Trucks shall comply with the following:

A. Permit.

- 1. All Food Trucks, Mobile Vending/Food Carts require a Special Administrative Permit, in accordance with Sec. 7.6.1. of this chapter, to operate within the city.**
- 2. No person shall engage in the business or trade of vending without first obtaining a business license. Disabled veterans and blind persons, as defined by O.C.G.A. § 43-12-1 and section 15.19.1 of this Code, are exempt from payment of business license fees, but must obtain such licenses.**
- 3. All valid vendor permits are nontransferable.**
- 4. Any condition of zoning or provision of the Stonecrest and Dekalb County's zoning ordinance that prohibits a food truck use on a property shall supersede this section.**
- 5. Food Trucks, Mobile Vending/Food Carts shall maintain and display plainly all unexpired city, county, and state licenses. Vendors shall follow all laws of the state and county health departments, or any other applicable laws.**
- 6. Food Trucks, Mobile Vending/Food Carts offering pre-packed food and prepackaged beverages shall obtain the proper authorization from the Georgia Department of Agriculture.**
- 7. Food Trucks, Mobile Vending/Food Carts selling ice cream or other pre-packaged food and/or non-alcoholic pre-packaged beverages out of motor vehicles shall be subject to this section. These types of motor vehicles shall not stop or stand and do business for more than 30 minutes.**
- 8. Food Trucks, Mobile Vending/Food Carts may offer items permissible for sale only.**
- 9. All vendors must maintain an auditable point-of-sale system to track and report on sales revenue and appropriate taxation.**

B. Permitted locations.

- 1. Allowable districts: All residential, OD, OI, C-1, C-2, M, M-2, and accessory to institutional uses, such as a place of worship or a school, or for the benefit of community interest; determined by Planning and Zoning Director.**



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2. Food Trucks, Mobile Vending/Food Carts shall be required to park on paved surfaces.

C. Restricted locations.

- 1. All Food Trucks, Mobile Vending/Food Carts shall be located a minimum of 200 feet from any eating establishment and 100 feet from any retail store that sell food unless both the property owner(s) (as they appear on the current tax records of Dekalb County as retrieved by the County's Geographic Information System (GIS) or if the current ownership has recently changed and does not match the GIS record the applicant may provide a copy of the new deed as proof of ownership) and lease holder(s) of said eating establishment/retail store grant written notarized permission for the Food Trucks, Mobile Vending/Food Cart to be located closer than this minimum setback.**
- 2. Food Trucks, Mobile Vending/Food Carts' vendors shall not be located within 25 feet of any right-of-way, entryway, curb-cut or driveway.**
- 3. Sales near Schools. No person shall dispense any item, at any time, including food, from an ice cream truck parked or stopped within 500 feet of the property line of a school between 7:30 a.m. and 4:00 p.m. on regular school days; unless granted with written notarized permission from current school's Principal.**

D. Hours of operation.

- 1. The hours of operation shall be between the hours of 7:00 a.m. to 8:00 p.m., Sunday through Thursday and between the hours of 7:00 a.m. to 10:00 p.m., Friday through Saturday.**
- 2. Food Trucks, Mobile Vending/Food Carts shall not operate on any private property without the prior consent of the property owner(s). The applicant shall provide a notarized written permission statement of the property owner(s) as they appear on the current tax records of Dekalb County as retrieved by the County's Geographic Information System (GIS). If the current ownership has recently changed and does not match the GIS record the applicant may provide a copy of the new deed as proof of ownership. A 24-hour contact number of the property owner(s) shall be provided along with permit application.**
- 3. Food Trucks, Mobile Vending/Food Carts shall not be left unattended or stored at any time in the operating area when vending is not taking place or during restricted hours of operation.**

E. Sales Taxes and Records Keeping.



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1. Every vendor shall file with Georgia Department of Revenue (GDOR) the appropriate forms and remit monthly sale tax revenues to GDOR.
2. Prospective vendors, by filing a business license application, agree to produce documents and records which may be considered pertinent to the ascertainment of facts relative to the issuance and maintenance of the permit, including, but not limited to:
 - a. Records of sales and receipts for purchases and expenses from any business in which a vender has any interest.

F. Parking.

1. Food Trucks, Mobile Vending/Food Carts should not occupy more than two standard parking spaces.
2. No Food Truck, Mobile Vending/Food Cart shall be housed or stored within a residential zoning district.

G. Signage.

1. Any and all signage must comply with the City of Stonecrest Code of Ordinances, chapter 21.

H. Lighting/Noise.

1. Food Trucks, Mobile Vending/Food Carts shall not emit sounds, outcry, speaker, amplifier, or announcements, except for Ice Cream Food Truck.
 - a. When the vending vehicle stops, all sound equipment or other devices used to notify customers of the presence of the vendor shall be stopped and shall not be resumed until the vehicle is again put in motion.

I. Waste Disposal.

1. Food Trucks, Mobile Vending/Food Carts are responsible for the proper disposal of waste and trash associated with the operation. Food Trucks, Mobile Vending/Food Carts shall remove all generated waste and trash from their approved location at the end of each day or as needed to maintain the public health and safety. No liquid waste or grease is to be disposed of in tree pits, storm drains, sanitary sewers, onto the sidewalks, streets or other public or private space. A written waste management plan indicating plans for waste handling, sanitation, litter collection/prevention, recycling, and daily cleanup procedures shall be submitted with the Special Administrative Permit application.

J. Denials, fines suspension and revocations.

1. No valid permit shall be issued to any person who has been convicted within five (5) years immediately prior to the filing of the application for any felony or misdemeanor relating to drug possession and related matter, crimes of moral turpitude; larceny, fraudulent conveyance, perjury and/or false



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swearing, or subrogation. Any conviction for dealing and/or trafficking in illegal drugs will automatically disqualify an applicant.

- 2. Failure to maintain initial qualifications shall be grounds for revocation or denial of a renewal permit.**
- 3. A denial, fine, suspension, revocation of any permit issued pursuant to this article may be imposed for any of the following causes:**
 - a. Fraud, misrepresentation or false statements contained in the application.**
 - b. Failure on the part of a vendor to maintain initial eligibility qualifications.**
 - c. Failure to furnish any and all documentation requested by either the police department, the office of revenue or the license review board for the purposes of the investigation of any application or for the inspection of records pursuant to this division within 30 days of such request.**
 - d. Any failure to comply with any requirement set forth in this article or this Code.**



Article 9. – Definitions/Maps

Sec. 9.1.3. – Defined terms.

***Blind person* means a person whose vision, with correcting glasses, is so defective as to prevent the performance of activities for which eyesight is essential. See O.C.G.A. § 49-4-51(b).**

***Disabled veteran* means a resident of the state who may be either a war veteran or veteran of peace-time service as set forth below and such person must obtain a certificate of exemption issued by the state commissioner of veterans' service.**

- (1) A war veteran must furnish satisfactory proof that he has a physical disability which is disabling to the extent of ten percent or more; that his service in the armed forces of the United States was terminated under conditions other than dishonorable; and that his service or some part thereof was rendered during a war period, as defined by an act of the Congress of the United States, approved March 20, 1933, entitled "An Act to Maintain the Credit of the United States," and commonly known as Public Law No. 2, 73rd Congress; or that some part of his service was rendered on or after December 7, 1941, and before December 31, 1946; or that some part of his service was rendered on or after June 27, 1950, and before January 31, 1955; or that some part of his service was rendered on or after August 5, 1964, and before May 8, 1975. Proof of such ten percent disability shall be established upon the written certificate of two physicians as to such disability, or by a letter or other written evidence from the United States Department of Veterans Affairs or the Department of Veterans Service stating the degree of disability, or by written evidence from the branch of the armed forces of the United States in which such veteran served.**
- (2) A veteran of peace-time service in the United States armed forces must furnish proof that he has a physical disability to the extent of 25 percent or more incurred in the line of duty during the period of such service by a letter or other evidence from the United States Department of Veterans Affairs or the Department of Veterans Service stating the degree of disability or by written evidence from the branch of the armed forces of the United States in which such veteran served and that his service in the armed forces of the United States was terminated under conditions other than dishonorable.**
- (3) That disabled veterans and blind persons shall only have to show proof of their disability upon their initial application, as opposed to annually. If the current language of O.C.G.A. § 43-12-2 is amended, then this definition of disabled veteran shall be controlled by O.C.G.A. § 43-12-2, as amended.**

***Food truck* means a business based in a motor vehicle or trailer with a mobile or full-service kitchen which temporarily establishes itself on an existing property to sell prepared, prepackaged or cooked food on-site and which meets all state and local regulations regarding food service and preparation.**



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Items permissible for sale means items which may be offered for sale by and are limited to non-alcoholic pre-packaged beverages; pre-packaged food; prepared food; and prepared non-alcoholic beverages. Items permissible for sale shall not include any tobacco products.

Moral turpitude means the act or behavior of baseness, vileness or the depravity in private and social duties which people owe to their fellow people, or to society in general, contrary to accepted and customary rule of right and duty between person and person; act or behavior that gravely violates moral sentiment or accepted moral standards of community and is a morally suitable quality held to be present in some criminal offenses as distinguished from others.

Pre-packaged food means single serving sealed packaged foods, including, but not limited to, candy, popsicles, chips/bagged snacks which do not require any heating or powered refrigeration, and the service of which does not require authorization by the DeKalb County Board of Health.

Prepared non-alcoholic beverages means beverages prepared on-site and which are not served in glass containers, and excluding all alcoholic beverages, including, but not limited to, malt beverages, wine and distilled spirits.

Prepared food means food prepared on-site, the sale of which requires authorization by the DeKalb County Board of Health.

Vending means vending activity as permitted on privately-owned commercial, industrial, and residential property under the jurisdiction of the City of Stonecrest and in specifically designated city-owned parks or property. Vending shall only be permitted in city-owned parks or property where such activity is associated with a special event and/or subject to regulation under a more specific permit.

Vending/Food cart means a pushcart which is designed to be readily movable from which food items are dispensed.

Vendor means any person who has been issued a valid vendor permit.



Appendix A - SCHEDULE OF FEES

Stonecrest Planning and Zoning Fee Schedule		
Special Administrative Permit	Food Truck Permit	\$151 (1 location 1 truck 30 Consecutive Days)



Fees Justification

The following diagram is a breakdown of prices for one (1) food truck in one (1) location.

FOOD TRUCK COST OF SERVICE MATRIX

Departments	FRONT DESK	PLANNING & ZONING			PERMITS	CODE ENFORCEMENT		ADMINISTRATIVE			
Employee	Receptionist	Zoning Administrative Technician	Senior Planner	Deputy Director	Permits Specialist	Director	Code Enforcement (Avg. 3 inspections)	Miscellaneous			
Hours	0.5	1.0	1.0	0.5	0.5	0.5	0.5	Fuel Cost	Vehicle Maintenance & Insurance	Supply Consumption	Data Storage & System Maintenance
Hourly Rate	\$17.80	\$23.00	\$39.42	\$48.24	\$27.00	\$42.00	\$24.00	\$3.50	\$1.00	\$3.00	\$1.00
Avg. Costs	\$8.90	\$23.00	\$39.40	\$24.10	\$13.50	\$21.00	\$12.00				
Total Hours	0.5	2.5			0.50	1.0					
Total Costs	\$8.90	\$86.50			\$13.50	\$33.00		\$8.50			



Food Truck Permit	
Permit Fee	\$151
Approved Period	30 Days (Consecutive)
Number of Locations	1
Operational Days	Monday - Sunday



With one (1) Food Truck Permit, Applicant(s) can:

- Have maximum of six (6) locations
- Operate at each location a maximum of eleven (11) months

Calculations for additional locations and months

- $\$151 \times (\# \text{ of location}) + 41.50 \text{ (code enforcement \& administrative fee)} \times (\# \text{ of additional month(s)})$



CITY COUNCIL AGENDA ITEM

SUBJECT: FY23 Budget Amendment

AGENDA SECTION: *(check all that apply)*

☐ PRESENTATION ☐ PUBLIC HEARING ☐ CONSENT AGENDA ☐ OLD BUSINESS
☒ NEW BUSINESS ☐ OTHER, PLEASE STATE: Click or tap here to enter text.

CATEGORY: *(check all that apply)*

☐ ORDINANCE ☐ RESOLUTION ☐ CONTRACT ☐ POLICY ☐ STATUS REPORT
☒ OTHER, PLEASE STATE: Amendments

ACTION REQUESTED: ☒ DECISION ☐ DISCUSSION, ☐ REVIEW, or ☐ UPDATE ONLY

Previously Heard Date(s): Click or tap here to enter text. & Click or tap to enter a date.

Current Work Session: Click or tap to enter a date.

Current Council Meeting: Monday, December 11, 2023

SUBMITTED BY: Gia Scruggs, City Manager

PRESENTER: Gia Scruggs, City Manager

PURPOSE: The Mayor and Council's approval is required to authorize the budget adjustments. The recommended adjustments are a result of the following: increased Legal Services and Engineering – Professional services due to the Right of Way Maintenance remaining outsourced. These increased expenses will be offset by the City Manager – Salaries, relocation expense, group insurance, retirement, FICA/Medicare and Parks – Group Insurance.

FACTS: Click or tap here to enter text.

OPTIONS: Approve, Deny, Defer Click or tap here to enter text.

RECOMMENDED ACTION: Approve

ATTACHMENTS:

- (1) Attachment 1 - Budget amendment Chart
- (2) Attachment 2 - Click or tap here to enter text.
- (3) Attachment 3 - Click or tap here to enter text.



CITY COUNCIL AGENDA ITEM

(4) Attachment 4 - Click or tap here to enter text.

(5) Attachment 5 - Click or tap here to enter text.

Budget Amendment: 2023-01						
Stonecrest General Operating Budget						
Date: DECEMBER 2023						
Fund	Department	Description	Line Item #	Addition (+) Debit		Reduction (-) Credit
100	City Manager (05130)	Salaries	51110			\$ 210,000.00
100	City Manager (05130)	Relocation Expense	51280			\$ 10,000.00
100	City Manager (05130)	Group Insurance	51210			\$ 35,000.00
100	City Manager (05130)	Retirement	51240			\$ 20,000.00
100	City Manager (05130)	FICA/Medicare	51200			\$ 25,000.00
100	Parks	Group Insurance	51210			\$ 325,000.00
100	Engineering(05135)	Professional services	52120	\$ 325,000.00		
100	Legal	Professional services		\$ 300,000.00		
			Total	\$ 625,000.00		\$ 625,000.00



CITY COUNCIL AGENDA ITEM

SUBJECT: Charter Commission Update

AGENDA SECTION: *(check all that apply)*

☐ PRESENTATION ☐ PUBLIC HEARING ☐ CONSENT AGENDA ☐ OLD BUSINESS
☒ NEW BUSINESS ☐ OTHER, PLEASE STATE: Click or tap here to enter text.

CATEGORY: *(check all that apply)*

☐ ORDINANCE ☐ RESOLUTION ☐ CONTRACT ☐ POLICY ☒ STATUS REPORT
☐ OTHER, PLEASE STATE: Click or tap here to enter text.

ACTION REQUESTED: ☐ DECISION ☒ DISCUSSION, ☐ REVIEW, or ☐ UPDATE ONLY

Previously Heard Date(s): Click or tap to enter a date. & Click or tap to enter a date.

Current Work Session: Click or tap to enter a date.

Current Council Meeting: Monday, December 11, 2023

SUBMITTED BY: George Turner, Mayor Pro Tem

PRESENTER: George Turner, Mayor Pro Tem

PURPOSE: To discuss the Charter Commission Update

FACTS: Click or tap here to enter text.

OPTIONS: Discussion only Click or tap here to enter text.

RECOMMENDED ACTION: Discussion only Click or tap here to enter text.

ATTACHMENTS:

- (1) Attachment 1 - Click or tap here to enter text.
- (2) Attachment 2 - Click or tap here to enter text.
- (3) Attachment 3 - Click or tap here to enter text.
- (4) Attachment 4 - Click or tap here to enter text.
- (5) Attachment 5 - Click or tap here to enter text.



CITY COUNCIL AGENDA ITEM

SUBJECT: Committee Summary Reports

AGENDA SECTION: *(check all that apply)*

- ☐ PRESENTATION ☐ PUBLIC HEARING ☐ CONSENT AGENDA ☐ OLD BUSINESS
☒ NEW BUSINESS ☐ OTHER, PLEASE STATE: Click or tap here to enter text.
-

CATEGORY: *(check all that apply)*

- ☐ ORDINANCE ☐ RESOLUTION ☐ CONTRACT ☐ POLICY ☒ STATUS REPORT
☐ OTHER, PLEASE STATE: Click or tap here to enter text.
-

ACTION REQUESTED: ☐ DECISION ☒ DISCUSSION, ☐ REVIEW, or ☐ UPDATE ONLY

Previously Heard Date(s): Click or tap to enter a date. & Click or tap to enter a date.

Current Work Session: Click or tap to enter a date.

Current Council Meeting: Monday, December 11, 2023

SUBMITTED BY: George Turner, Mayor Pro Tem

PRESENTER: George Turner, Mayor Pro Tem

PURPOSE: To discuss the committee summary reports

FACTS: Click or tap here to enter text.

OPTIONS: Discussion only Click or tap here to enter text.

RECOMMENDED ACTION: Discussion only Click or tap here to enter text.

ATTACHMENTS:

- (1) Attachment 1 - Click or tap here to enter text.
- (2) Attachment 2 - Click or tap here to enter text.
- (3) Attachment 3 - Click or tap here to enter text.
- (4) Attachment 4 - Click or tap here to enter text.
- (5) Attachment 5 - Click or tap here to enter text.