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**WORK SESSION  
MINUTES**

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**CALL TO ORDER** at 6:00pm by Mayor Martin

**INVOCATION** by James Lawson

**PLEDGE OF ALLEGIANCE** led by Mayor Martin

**AGENDA APPROVAL** Motion to approve with no changes by D. Brown, seconded by Courter, and all in favor.

**REPORTS BY MAYOR, COUNCIL, AND STAFF** See attached reports as submitted. Mayor Martin highlighted her recent attendance at a county meeting regarding a proposed TSPLOST on the November ballot which is projected to bring in a few million in revenue to Hoschton for transportation projects. Additionally, Councilmember D. Brown spoke about data he has been compiling in his efforts to develop 5-, 10-, and 15-year plans. Councilmember Lawson commented that columbarium sales at the cemetery have recently increased.

**OLD BUSINESS**

1. Ordinance O-2024-02: An Ordinance Amending the Code of Ordinances of the City of Hoschton, Georgia, Chapter 3, "Administration," Article VIII, "Boards and Commissions" To Adopt a New Section 3-801, "Planning and Zoning Commission;" To Repeal Conflicting Ordinances; To Provide For Severability; To Provide an Effective Date; and for Other Purposes (Second Reading)

*Dr. Jerry Weitz stated that, at the request of the Council, the number of Commission members was changed from 5 to 7, the quorum was changed from 3 to 4, and the staggering of the terms was adjusted to have two members each serve a 1-year term, two members each serve a 2-year term, and three members each serve a 3-year term.*

2. Ordinance O-2024-03: An Ordinance To Amend the Hoschton Subdivision and Land Development Ordinance, Article III, "General Provisions," Section 303, "City Council Authority" To Retitle Said Section and Assign Roles to The Hoschton Planning Commission; To Amend Article IV, "Preliminary Plat," Section 405, "Preliminary Plat Process Administration," To Repeal the Existing Process Flow Chart and To Adopt a New Process Flow Chart; To Adopt a New Section 408, "Planning Commission Review and Recommendation," To Amend Section 1204, "Variances" To Establish a Role For The Planning Commission; To Amend Section 1207, "Amendment" to Establish a Role for the Planning Commission;" To Repeal Conflicting Ordinances; To Provide for Severability; To Provide an Effective Date; and For Other Purposes (Second Reading)
3. Ordinance TA 2024-01: An Ordinance To Amend the Hoschton Zoning Ordinance, Article I, "General," Section 1.04, "Purposes," Paragraph 5 to Assign Roles to the Hoschton Planning and Zoning Commission; To Amend Article VIII, "Zoning

Amendments and Applications,” Section 8.01, “Procedures for Calling and Conducting Public Hearings,” Section 8.02, “Text Amendments,” Section 8.03, “Amendment to the Official Zoning Map,” Section 8.04, “Conditional Uses,” and Section 8.05, “Variances” To Assign Roles For The Planning Commission; To Repeal Conflicting Ordinances; To Provide for Severability; To Provide an Effective Date; and for Other Purposes (Second Reading)

*Staff recommendation is approval.*

## **NEW BUSINESS**

### 1. Planning and Zoning Commission Members and Terms

*The terms will expire 1, 2, or 3 years from the swearing in date of each Commission member, as designated on the list.*

### 2. Planning and Zoning Commission 2024 Meeting Schedule

*The meetings will be held on the fourth Wednesday of each month, with the exception of November and December meetings, as shown on the schedule.*

*Dr. Weitz pointed out that his memos for the next three agenda items list an incorrect Planning and Zoning Commission meeting date of May 29<sup>th</sup>, but the correct first meeting date will be May 22<sup>nd</sup>.*

### 3. Recommendation to Initiate a Zoning Ordinance Text Amendment Regarding the Planned Unit Development (PUD) District of the zoning ordinance (Sec. 408)

*Council would like to close some gaps in the current regulations to align with the purpose of the PUD zoning district in creating true live-work-play communities.*

### 4. Recommendation to Initiate a Zoning Ordinance Text Amendment Regarding the MU (Mixed Use) District of the zoning ordinance (Sec. 414)

*Dr. Weitz recommends revisiting and possibly deactivating the Mixed Use zoning district. At least one issue has arisen when a property with MU zoning was split (ex: land in front of Creekside).*

### 5. Recommendation to Initiate a Zoning Ordinance Text Amendment to Establish a Time Limit Regarding Development Pursuant to a Conditional Zoning Approval

*Council is concerned that properties that are rezoned with conditions may have no development activity for years.*

### 6. Notice of Award (CMAR) to Reeves Young, LLC for WWTF Expansion to 0.95MGD

*Total CMAR Pre-Construction Services Fees equal \$125,000.*

### 7. Statewide Mutual Aid Agreement

*This agreement provides framework for counties and municipalities to provide aid to one another in emergency or disaster situations.*

8. Audio/Visual Quotes for Community Center sound system

*The City would like to improve the quality of sound related to streaming of council meetings. Wi-fi connectivity has been a related issue since Comcast is waiting on GDOT permit to move a light pole before it can run a new line to the new City Hall building. The City received quotes from three companies to improve the overall sound quality in the Community Center. Staff will ask for clarity on proposals before the regular council meeting at the end of the month.*

9. Update to Personnel Policy: Cell phone reimbursement

*This policy is documenting a current practice. Full-time employees receive a monthly stipend of \$30.00 to offset cell phone costs. If an employee has a work-issued phone, no stipend is paid.*

10. Update to Personnel Policy: Use of city-owned vehicles

*This policy is documenting a practice already in place. Only department heads and public safety officers are allowed to take vehicles home. Vehicle use must be work-related.*

11. Police Department Mobile Computer Quote

*Having computers in police vehicles will allow officers to spend more time patrolling and less time in the office. Officers will be able to run tags, communicate with other agencies, issue citations, and print incident/accident report basics on-scene with the new equipment and software. The City of Jefferson has generously donated their old computers (still in great shape) to the department, so that minimized the overall cost. The upfront costs would total \$6495.00 and the ongoing monthly cost would be \$450.00 plus the hotspot service. There is room in the budget for these items since the actual cost of radios was much less than budgeted this year.*

12. Police Department Software Agreement with i3 Verticals

*City attorney is still awaiting some changes to the language provided in this contract.*

**CITIZEN INPUT**

*Ace Acevedo, 100 Powell Court, commented that he was in full support of equipping the police vehicles. He asked if there was any additional liability to the City in allowing employees to take vehicles home. [Abb Hayes replied that the City is protected and the risk is tolerable and not unusual.]*

**EXECUTIVE SESSION (IF NEEDED)** *Motion to go into executive session at 6:51pm to discuss real estate and litigation by Jackson, seconded by Lawson, and all in favor.*

*Motion to go out of executive session at 8:07pm by C. Brown, seconded by Courter, and all in favor.*

**ADJOURN** *Motion to adjourn at 8:07pm by C. Brown, seconded by Courter, and all in favor.*

Announcements:

April 25<sup>th</sup> 6:30pm: Mayor/Council Q&A—Jerry Hood, Engineering Management, Inc. CEO, and Brett Day, Hoschton Utilities Director, will be in attendance to discuss water & sewer in the city.

May 4<sup>th</sup> 10:00am-5:00pm: The Spring Festival will be held in downtown Hoschton.

Present:

Mayor Debbie Martin  
Councilmember Christina Brown  
Councilmember David Brown  
Councilmember Scott Courter  
Councilmember Jonathan Jackson  
Councilmember James Lawson

Absent:

Councilmember Fredria Sterling

Also Present:

Abbott S. Hayes, Jr., City Attorney  
Dr. Jerry Weitz, Consulting City Planner  
Jerry Hood, EMI, City Engineer  
Jennifer Harrison, City Manager  
Jen Williams, Assistant City Clerk

Approved:

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Debbie Martin, Mayor

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Date

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Jennifer Williams, Assistant City Clerk