



**CITY OF RICHMOND HILL
RETREAT WORKSHOP OF THE MAYOR AND COUNCIL**

**Thursday, January 15, 2026
9:00 AM to 4:00 PM**

**Richmond Hill City Center
520 Cedar Drive
Richmond Hill, Georgia 31324**

Present from City Council: Kristi Cox, *Mayor*; *Councilmembers:* Cindy Hatala, Kevin Bowes, Van Hunter, and Steve Scholar

Call to Order

The Council Retreat was called to order at 9:00 AM.

Legal and Ethical Overview

City Attorney Ray Smith provided a comprehensive overview of the following:

- **City Charter:** Review of the governing document and its specific provisions for the city.
- **Ethics and Sunshine Laws:** Discussion regarding compliance with open meeting laws and ethical standards for elected officials.

Leadership and Governance

Mayor Kristi Cox led a session focused on operational expectations, including:

- **Chain of Command:** Clarification of the reporting structure between the Council, Mayor, and City Staff.
- **Etiquette and Expectations:** Guidelines for professional conduct and communication within the city government.

Departmental At-A-Glance Overviews

City leadership and department heads provided brief status updates and overviews of their respective areas:

- **Administration:** City Manager Chris Lovell and Assistant City Manager Nathan Clark.
- **City Clerk's Office:** Dawnne Greene.
- **Finance:** Director Derrick Cowart.

- **Human Resources:** Director Donna Wood.
- **EOM (Public Works & Parks):** Brandon Fulton and Katie Davis.
- **Planning and Zoning:** Director Brian Crooks.
- **Convention & Visitors Bureau (CVB):** Director Christy Sherman.
- **Public Safety:** Interim Police Chief Cary Hill and Fire Chief Brendon Greene.

Schedule Adjustments

- **Fire Funding Overview:** The scheduled presentation regarding fire funding by Ed DiTommaso was canceled as the presenter was unable to attend.

Site Visit

The Mayor and Council conducted a tour of the Fire Training Facility located on Elbow Swamp Road to review current capabilities and equipment.

Adjournment

The retreat was adjourned at 4:00 PM.