



**CITY OF RICHMOND HILL
40 Richard Davis Drive
Richmond Hill, GA 31324**

**Tuesday, March 23, 2021
5:30 PM**

CITY COUNCIL WORKSHOP MINUTES

Present from City Council: Russ Carpenter, *Mayor*; *Councilmembers:* Kristi Cox, Les Fussell, Steve Scholar, and Robbie Ward

Staff Present: Chris Lovell, *City Manager*; Scott Allison, *Assistant City Manager*; Dawnne Greene, *City Clerk*; Derrick Cowart, *Finance Director*; Mitch Shores, *Police Chief*

Mayor Carpenter called the meeting to order at 5:37 PM. Chief Shores gave the opening invocation. Councilmember Ward led the pledge of allegiance.

ADMINISTRATION

1. Business Licensing Process
 - a. Staff recommends returning to processing renewals in-house instead of continuing with the third-party vendor to provide a higher level of service to businesses.

FINANCE

2. Budget Amendment for 2020
 - a. The amendment will be proposed at the April meeting for approval.
3. Budget Amendment for 2021
 - a. The amendment will be proposed at the April meeting for approval.

PLANNING, ZONING, AND CODE ENFORCEMENT

4. Presentations
 - a. KB Advisory Group informed Council about proposed changes to the Tax Allocation District (TAD).
 - b. M.E. Sack Engineering updated Council on the status of ongoing Capital Improvement Project.
5. Overview of Upcoming Agenda Items
 - a. Annexation and rezoning applications for parcel number 050-032 will be brought before Council at the April meeting.
6. Overview of Potential Future Agenda Items
 - a. Staff is working on signage designs for a potential historical marker for Blueberry

- Park.
- b. Staff is drafting a neighborhood sign replacement policy.
- c. The City is in the process of applying for a National Fitness Campaign Grant. The proposed Fitness Court for J.F. Gregory Park will eventually require Council approval.

CITY MANAGER

- 7. Timeline to reopen City Buildings and recommended protocols
 - a. City buildings will potentially re-open to the public in May.
- 8. Park Improvement Projects
 - a. Updates to the park are currently being explored for cost and feasibility.

There being no further business, the workshop adjourned at 8:09 PM.

Attest:

Russ Carpenter
Mayor

Dawnne Greene
City Clerk



**CITY OF RICHMOND HILL
SPECIAL CALLED MEETING OF THE MAYOR AND COUNCIL**

**Tuesday, March 23, 2021
5:30 PM**

**Richmond Hill City Hall Council Chambers
40 Richard Davis Drive
Richmond Hill, Georgia
31324**

Present from City Council: Russ Carpenter, *Mayor*; *Councilmembers:* Kristi Cox, Les Fussell, Steve Scholar, and Robbie Ward

Staff Present: Chris Lovell, *City Manager*; Scott Allison, *Assistant City Manager*; Dawnne Greene, *City Clerk*.

Mayor Carpenter called the meeting to order at 5:35 PM.

OATH OF OFFICE FOR LES FUSSELL

Mayor Carpenter administered the oath of office for Councilmember Fussell.

DEPARTMENTS

Administration: Dawnne Greene

1. Approval/Disapproval of a request by Daksha Patel for an alcohol license to sell beer and wine for off premises consumption at AKASH 17 Inc. dba Ozzy's Liquor located at 2476 US-17.

Councilmember Ward made a motion to approve the request by Daksha Patel for an alcohol license to sell beer and wine for off premises consumption at AKASH 17 Inc. dba Ozzy's Liquor located at 2476 US-17. The motion was seconded by Councilmember Fussell. Motion carried in the affirmative by councilmembers Cox, Fussell, Scholar, and Ward.

2. Executive session for legal matters.

Councilmember Ward made a motion to enter into an executive session for legal matters

at 8:10 PM. The motion was seconded by Councilmember Cox. Motion carried in the affirmative by councilmembers Cox, Fussell, Scholar, and Ward.

Council returned to open session at 8:46 PM in a motion by Councilmember Scholar. The motion was seconded by Councilmember Ward. Motion carried in the affirmative by councilmembers Cox, Fussell, Scholar, and Ward.

Councilmember Scholar made a motion to approve the SDS offer as discussed in executive session. The motion was seconded by Councilmember Ward. Motion carried in the affirmative by councilmembers Cox, Fussell, Scholar, and Ward.

There being no further business, the Council adjourned 9:04 PM in a motion by Councilmember Ward. The motion was seconded by Councilmember Scholar. Motion carried in the affirmative by Councilmembers Cox, Fussell, Scholar, and Ward.

Attest:

Russ Carpenter
Mayor

Dawnne Greene
City Clerk