



**CITY OF DAHLONEGA  
COUNCIL MEETING MINUTES  
APRIL 2, 2018  
6:00 P.M.**

**Members Present:**

Mayor Sam Norton, Councilmembers Roman Gaddis, Helen Hardman, Bruce Hoffman, Ron Larson, Mitchell Ridley and JoAnne Taylor were present.

**Staff Present:**

City Manager Bill Schmid, City Attorney Doug Parks, Community Development Director Kevin Herrit, Finance Director Melody Marlowe, Public Works Director Mark Buchannan and Assistant City Clerk Mary Csukas were present. Executive Director of the Downtown Development Authority Jan Harris and Downtown Development Program Director Danielle Bell were present.

**Call to Order and Welcome**

Mayor Norton called the work session meeting to order at 6:00 p.m.

**Prayer and Pledge of Allegiance to the American Flag**

The Prayer was led by Councilmember Larson. The Pledge was led by Councilmember Ridley.

**Approval of Agenda**

Mayor Norton requested to amend the agenda with New Business item #4 Consideration of Initiating Amendments to the Zoning Ordinance – For PUD Minimum Area and Definition for Event Centers. Councilmember Ridley made a motion to approve the amended agenda with the addition of item #4 Consideration of Initiating Amendments to the Zoning Ordinance – For PUD Minimum Area and Definition for Event Centers and was seconded by Councilmember Taylor.

Mayor Norton led a discussion requesting that any future agenda that is amended be transmitted to council on the Friday before Meetings, as an internal procedure. Mayor Norton stated that this current amended agenda had items reflecting internal changes only. Councilmember Larson had pointed out that council members needed advanced notice of amended agenda items, especially if it would affect the public.

Mayor Norton stated that there was a motion and a seconded for approval of the amended agenda, with no further discussion, all those in favor say aye and all those opposed say so, approved unanimously.

**Recognition**

Mayor Norton praised the many attributes of the UNG Ladies Basketball Team from the graduating seniors who will be missed, to the parents who supported the team, and to the spectacular season the team had this year. Councilmember Hoffman, who is a devoted supporter of the team, had proposed the Proclamation being presented to the UNG Ladies Basketball Team. Mayor Norton proceeded to read the proclamation to the public and Council, as he stated, a proclamation worth writing is worth reading. Mayor Norton asked the team to come forward for a team photo with Council and then presented UNG Basketball Coach Brunson with the Proclamation.

Mayor Norton recognized that citizens such as Larry Mannis help our government run, with their willingness to sacrifice time and service to the community. Mayor Norton praised Larry Mannis for his dedication to attending all meetings of the Historic Preservation Commission and ensuring that tough issues were discussed and solved as needed. Mayor Norton asked Larry

Mannis to come forward for a photo with Council and to receive a Certificate of Appreciation for his dedication and service to the Historic Preservation Commission.

### **Public Comment**

Mayor Norton called for any comments from the public; no public comments were expressed.

### **Approval of Minutes**

Mayor Norton called for a motion to approve all meeting minutes at one time.

Councilmember Roman stated a correction, due to a typo, was needed for the March 15, 2018 – Work Session Meeting.

Councilmember Larson made a motion to accept and approve the March 05, 2018 – Regular Council Meeting Minutes, March 15, 2018 – Work Session Meeting Minutes, as corrected and March 15, 2018 – Special Called Meeting Minutes, and was seconded by Councilmember Hardman, and approved unanimously.

### **Old Business:**

#### Ratify Cemetery Committee Member Appointments

Mayor Norton called for a motion to ratify the Cemetery Committee Member appointments that were brought forth at the previous Work Session Meeting. Councilmember Hoffman made a motion to approve the Cemetery Board as presented, and was seconded by Councilmember Ridley, and approved unanimously.

#### Wimpy Mill Picnic area update

Mayor Norton asked for a Wimpy Mill Picnic Area update as there is activity of change being shown at the park. Public Works Director Buchanan informed council that picnic tables and garbage cans are on order for Wimpy Mill Picnic Area. Mayor Norton inquired if the picnic tables would be moveable and of material organic, Director Buchanan stated that was accurate.

Mayor Norton stated signage showing the name of the park and the city logo would be an appropriate addition to Wimpy Mill Park using the same signage idea that we have at the water plant and septic plant and the Car Charging station.

Mayor Norton stated that during a discussion today with City Manager Schmid a need for similar signage at Hancock Park was realized. Mayor Norton stated that placing a sign on the gable of the pavilion in Hancock Park was one idea.

### **New Business:**

#### Approval of New 5k/Bike Ride Event and Hancock Park Rental – Team Give Back Fundraiser

DDA Project Manager Bell stated that staff recommended approval of this new local fundraiser called Team Give Back that would support a local child in need.

Councilmember Roman made a motion to approve Team Give Back Fundraiser and was seconded by Councilmember Larson. Mayor Norton stated if further discussion was needed, all those in favor say aye and all those opposed say so, approved unanimously.

#### Approval of Change to Existing Special Event Permit - Movies Under the Stars Event Concessions

DDA Project Manager Bell asked for approval to change the Movies Under the Stars event to allow for event concessions with food trucks on Hawkins street.

Councilmember Hoffman asked what permits are required for food trucks in the park. DDA Project Manager Bell informed the council that we have no restrictions or allowance in the ordinance for food trucks.

Councilmember Ridley stated that ratification of the ordinance is needed to allow food trucks in the Hancock Park as this issue has been discussed in past meetings.

Mayor Norton asked for a motion to approve the change of this special event and then to allow for a discussion. Councilmember Taylor motion made a motion to approve a change to the Movies Under the Stars Special Event and seconded by Councilmember Hardman.

Mayor Norton noted that issue of food trucks in the Park was a topic of discussion at the recent council retreat. Mayor Norton noted that the event Praise in the Park this past Wednesday in Hancock park included an ice cream food truck that was handled very well.

DDA Project Manager Bell stated that Praise in the Park had been approved the prior year for a food truck at the event in Hancock Park, but Movies Under the Stars is a new event and needed approval from Council.

Councilmember Hoffman agreed that a limit on the amount of allowed food trucks during an event in the Park would be necessary, but this event was agreed upon with just one food truck.

Councilmember Larson inquired about parking fees for food trucks if a parking space is taken and Mayor Norton stated that the DDA would be responsible during the permitting process for the event.

City Attorney Parks noted that Atlanta allowed food trucks in a specific location during an event, but food trucks were not a norm in most historic downtowns.

City Manger responded to Councilmember Larson's question on the process for granting food trucks access to Dahlenega by stating that food trucks were only in conjunction with an event sponsored by a known entity.

Mayor Norton stated that there was a motion and a seconded for approval of a food truck at this event, with no further discussion, all those in favor say aye and all those opposed say so, approved unanimously.

#### Approval of Grant to Renovate the Visitor's Center Restroom

Mayor Norton asked City Manager Schmid to give further details on the proposed grant application to renovate the visitors center restroom.

City Manager Schmid responded that this idea was forwarded as an email to Mayor Norton for review concerning a joint effort with Lumpkin County, the Chamber of Commerce, and the City for match money to offset the cost of the renovation of the Visitors Center restroom. City Manager Schmid and Chamber of Commerce President Robb Nichols stated that balance of the project would divided three ways at a cost of no more than \$15,000 for each entity. City Manager Schmid recommended supporting the grant application as a cost saving measure for all three entities.

Councilmember Larson inquired on the timeline for the project, Chamber President Nichols stated the grant process started in April and if approved he expected the project to begin in 2019.

Councilmember Hoffman noted that due to the efforts of Chamber President Nichols, music is now playing at the Dahlenega Visitors Center and the tapes are also for sale.

Mayor Norton asked for a motion to approve supporting the grant application to renovate the visitors center restroom. Councilmember Hardman made a motion to approve the grant and seconded by Councilmember Taylor. Mayor Norton asked for all those in favor to say aye and all those opposed say so, approved unanimously.

#### Consideration of Initiating Amendments to the Zoning Ordinance – For PUD Minimum Area and Definition for Event Centers

Mayor Norton noted that this topic, Consideration of Initiating Amendments to the Zoning Ordinance – For PUD Minimum Area and Definition for Event Centers, was a topic discussed at the Council retreat in LaGrange. Mayor Norton explained that Council would need to initiate the process to allow consideration of initiating amendments to the zoning ordinance.

City Manger Schmid stated that if any applicant who wants to make a change to the zoning map, conditions of zoning or even change the text to the zoning ordinance, there is a process for this to happen. In this case either the City Council or the Planning Commission can initiate a text amendment. City Manager Schmid informed the Council that the staff's plan, instead of overwhelming Council and the Planning and Zoning Commission with a laundry list of changes to the Zoning Ordinance, is to initiate the changes in smaller increments that would better serve the public. The present consideration is for changes to event center classifications and definitions. City Manager Schmid explained that the process tonight would start with Council authorization and then proceed to a public hearing before the Planning and Zoning Commission and return to the Council at a Work Session for further deliberation and discussion.

Mayor Norton asked if on this same motion is it for a better definition and classification in different zoning areas for event centers.

City Manager Schmid explained that they have identified a couple of different event centers that we have or might want to have in the future and propose definitions to accommodate these event centers.

Mayor Norton asked Community Director Herrit if this plan had initiated in his department and if he was in complete agreement. Community Director Herrit agreed with Mayor Norton.

Councilmember Gaddis asked procedurally if the process started with council initialing staff to moved forward with the process and then to Planning and Zoning and Board of Zoning Appeals and then to the Council. City Attorney Parks explained that the appeals aspect was not needed.

Mayor Norton seconded that the process would start with Council authorization and then proceed to a public hearing with the Planning and Zoning Commission and return to the Council at a Work Session for further deliberation and discussion.

Mayor Norton asked for a motion to approve the Consideration of Initiating Amendments to the Zoning Ordinance. Councilmember Ridley made a motion to approve and seconded by Councilmember Gaddis. Mayor Norton asked if there was any further discussion or clarification for this matter, all those in favor to say aye and all those opposed say so, approved unanimously.

#### **Department Reports:**

Mayor Norton requested that department reports be included in the Regular Council Meeting agenda packet.

1. Public Works
2. City Marshal
3. Water and Waste Water Plants
4. Finance/Administration
  - a. Financial Monthly Report
  - b. Financial Budget Calendar

Finance Director Marlowe stated that the 2019 budget season has kicked off and the 2019 budget packet will be ready in June for Council review.

5. Community Development
6. Dahunega Downtown Development Authority
  - a. Wayfinding Signs

DDA Project Director Bell stated she is working on pricing for wayfinding signs with Finance Director Marlowe and both stated that the process is ongoing

Mayor Norton stated that the Cemetery Committee will be included the department reports in the next agenda packet. Cemetery Chairman Chris Warwick was present to inform Council of the Cemetery Committee's development and that the monthly meeting will be the second Tuesday of each month.

#### **Comments:**

1. City Manager Comments

Construction on Wimpy Mill sidewalk should be underway this week. Dahunega is in the second round of consideration for \$ 135,000.00 in grant money from the Department of Natural Resources. The grant money is for the Wimpy Mill Picnic Area and the project should be completed in the next two years.

The third joint retreat with the Board of Commissioners and the City Council will be held on Thursday April 5, 2018.

Mayor Norton explained that the retreat is open to the Public and will be held in Union County.

2. City Attorney Comments

The Brunch Bill will be discussed at the next Work Session Meeting and he is expecting to have collaboration with the county on implementation of the bill.

3. City Council Comments

Councilmember Taylor stated that technology discussions within the council are ongoing and the goal is to increase transparency with the public with our website, social media and AV equipment in the Gary McCullough Council Chambers. Councilmember Taylor stated that a future meeting has been planned with the DDA and Chamber of Commerce to discuss public relations and how Dahunega presents itself globally. Mayor Norton expounded on this topic to include filming capabilities for the public who want to film meetings.

Councilmember Ridley thanked staff for their work with the community, and especially Community Director Kevin for his work with a local restaurant.

Councilmember Gaddis asked council to review a variance request from a local merchant concerning a lighting ordinance issue. Councilmember Gaddis reminded council that variance requests have been heard before Council in the past for sign issues and this should be given the same consideration. Mayor Norton agreed and stated that this variance issue will be given consideration at a work session meeting.

4. Mayor Comments

Mayor Norton thanked the public works department for their dedication to the continuing work downtown and to City Manager Schmid and Public Works Director Buchanan for their diligence in being downtown daily to oversee the project. Mayor Norton also thanked the Downtown Development department for the weekly message updates concerning ongoing projects.

**Adjournment**

Councilmember Taylor made a motion to adjourn, seconded by Councilmember Larson, and approved unanimously.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_ Sam Norton, Mayor

Attest: \_\_\_\_\_ Mary Csukas, Assistant City Clerk