

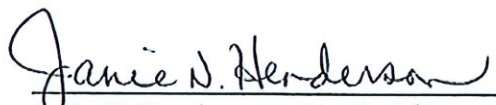
CITY OF CORNELIA
MINUTES OF MEETING
DECEMBER 1, 2020

The Cornelia City Commission met in a Workshop Session on Tuesday, December 1, 2020 at 5 PM at the Cornelia Municipal Building Conference Room, 181 Larkin Street, Cornelia, GA. Mayor John Borrow called the meeting to order and the following members were present: Commissioners Don Bagwell, Tony Cook, Wesley Dodd, Jr., and Janice Griggs. Also, present: City Attorney Steve Campbell, City Manager Donald Anderson, Community Development Manager Jessie Owensby, and City Clerk Janie N. Henderson.

City Manager Anderson asked if there were any questions about any of the items on the Agenda. The Proposed Budget for 2021 was discussed and questions were answered and further explanation was given as needed.

Zoning Ordinance and Map Amendments – City Manager Anderson stated that staff has been working with Brandon Bowen, of Jenkins, Bowen and Watkins Law Firm, to review, update and codify our Zoning Ordinance. He said most of the review has been focused on checking to make sure that there have not been any changes to the law since our ordinance was adopted in 2005. Attorney Bowen came forward to discuss the changes that they are recommending after working with staff and give clarification as needed. He said our existing ordinance was not bad at all, some areas that staff wanted clarification on were addressed. There was discussion about the proposed Unified Planning Board, which will replace the existing Planning Board and Board of Adjustments. They will make recommendations on Zoning matters, but they will also consider Variance Request. The new Highway Business Zoning District was explained. City Manager Anderson stated a letter was sent to everyone that owned property in this area and many of them called staff for clarification. This will benefit the property owners and the community. When they understood what we are proposing and realize it should increase their property values they were in favor of the proposed change.

The Mayor and Commissioner continued to the Court Room for the Regular Meeting.



Janie N. Henderson, City Clerk/Secretary
to the City Commission



John Borrow, Mayor

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General Fund Budget is an increase of \$408,298 over last year primarily due to increases to items outside of the City's control, such as insurance. The General Fund does include the addition of 2 new Police Officers, which are long overdue. The Police Department has the same number of officers as 1995. Other key projects include a portion of Phase 2 of the Level Grove Sidewalk Project for \$500,000 and a portion of the 2 fire trucks that we plan to purchase this year for \$350,000. The money for the fire trucks is in the form of a grant that we received in September. The Water and Sewer Budget is smaller than 2020 by \$824,728. The main reason for this decrease is because this will be the first time in many years that we do not have grant funds to help with capital projects. As a result, the only Water and Sewer Projects for next year will be the Hoyt Street Sewer Project for \$662,250 and the Habersham Terrace Sewer Project for \$523,250. Also, includes an additional employee for the Public Works Department and a 3% cost of living increase for our employees. Both Funds do rely on fund balance but less than 2020, and there is no user fee increase. Hotel/Motel Tax Capital Improvements include: City Park Camera Project \$25,000, a new stove for the Community House \$15,000 and new picnic tables and trash cans for our public parks \$20,000. SPLOST Projects include: a new dump truck for our Utility Maintenance Department \$65,000, Level Grove Sidewalk Phase 2 \$1,000,000, and Alston Ridge Resurfacing Project \$150,000.

No further comments were heard, so Attorney Campbell closed the Public Hearing. Commissioner Dodd made the motion to adopt the 2021 Budget as submitted; seconded by Commissioner Cook. Approved 4 – 0.

Zoning Ordinance – City Attorney Campbell opened the Public Hearing for the Zoning Ordinance Modifications. Attorney Brandon Bowen, City Consultant, came forward to make the presentation for the Zoning Ordinance changes. Attorney Bowen said working with city staff they have reviewed the existing ordinance and making sure that any changes to the law are included, since its adoption in 2005. He said they discovered several items that staff would like to change based on their day to day experiences. Key changes are: (1) To offer a density bonus in order to encourage infill development in some of our residential districts. The change would allow a 25% reduction in minimum lot size if they meet certain requirements, which are spelled out in the ordinance. It includes LEED residential Design and Construction, which creates living spaces where people can thrive. LEED Homes are designed to provide clean indoor air and safe building materials to ensure comfort and good health, and reduce energy and water consumption, thereby lowering utility bills. (2) Create a Highway Business Zoning District in order to establish an area suitable for large scale commercial uses. The district is intended to provide for uses which will benefit the community, but are not suitable for the Central Business District or our Gateway Corridors., and (3) Recommending that a Unified Planning Board be created, which will take the place of our existing Planning Board and Board

of Adjustments. The Unified Planning Board will still make recommendations on Zoning Matters, but will also consider Variance Requests. The Planning Board held a Public Hearing on this matter on November 19, 2020 and voted unanimously to recommend the changes. Another Public Hearing will be held on January 5, 2021 prior to its adoption. No comments were heard from the Public. City Attorney Campbell closed the Public Hearing. Commissioner Bagwell made the motion to post the Zoning Ordinance changes; seconded by Commissioner Cook. Approved 4 – 0.

Amendments to Zoning Map – City Attorney Campbell opened the Public Hearing for the Zoning map Amendments. Attorney Bowen stated the map changes include the new Highway Business Zoning District along the 441 Business Corridor and the 441 Bypass Corridor. This will improve the value of the properties and make it easier to develop. Mr. Anderson and staff have talked to most of the property owners that will be affected by these changes and they were in agreement. It also includes areas that the city staff feel would be in the city's best interest to re-zone. The city mailed over 200 letters to property owners that would be affected by these changes. Attorney Bowen pointed out the areas on the map. City Manager Anderson noted that the Planning Board held a Public Hearing on this matter on November 19, 2020 and voted unanimously to recommend the changes.

No comments were heard from the Public. City Attorney Campbell closed the Public Hearing. Commissioner Dodd made the motion to post the Zoning Map Amendments; seconded by Commissioner Griggs. Approved 4 – 0.

Consent Agenda – Commissioner Bagwell made the motion to approve the following items on the Consent Agenda: (1) Commission Meeting Dates for 2021. City Manager Anderson advised that we need to change the December 7th Meeting to December 14th, 2021. We will be hosting the Christmas Parade in 2021 and they want to try to have a consist date of the First Tuesday in December. (2) Appoint Commissioner Dodd to serve as Mayor Pro Tem for 2021. (3) Adopt the Arbor Day Proclamation to proclaim February 19, 2021 Arbor Day in Cornelia. and (4) Appoint Ashley Hatchett to fill the vacant seat of Matt Cathey for the balance of his term which is one year.; seconded by Commissioner Dodd. Approved 4 – 0.

Grant Writing Firm – City Manager Anderson explained that based on Federal Guidelines we must request proposals for grant writing services every 3 years. We received 3 proposals which were reviewed and graded based on Federal Guidelines. As a result of this process the committee is recommending that the city begin using Carter & Sloope for this service. Commissioner Bagwell made the motion to approve using Carter & Sloope for our Grant Writing Services; seconded by Commissioner Griggs. Approved 4 – 0.

Cornelia City Commission – Minutes of Meeting

December 1, 2020

Page 5 of 5

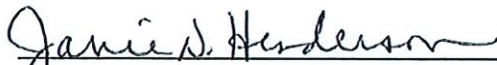
End of Year Budget Adjustments - City Manager Anderson stated there are 3 departments that had unforeseen expenses this year, so their budgets need to be amended. These adjustments are as follows: Waste Water Treatment Plant increased Landfill Fees Account# 505-222-522105 by \$100,000 and increase Revenue Prior Fund Balance Account# 505-000-389500 \$100,000(Landfill Tipping Fees charged were increased after our budget was adopted last year); IT Department increase New Equipment Account# 505-225-542010 by \$30,000 and Prior Fund Balance Account# 505-000-389500 \$30,000(Unforeseen IT Expenses for Municipal Complex and Water Plant); and Fire Department Grants Match Account# 100-140-531120 by \$25,000 and Revenue Prior Fund Balance Account# 100-000-389500 \$25,000(Our portion of grant we were supposed to receive in 2019). Commissioner Dodd made the motion to approve the Budget Adjustments as submitted by City Manager Anderson; seconded by Commissioner Cook. Approved 4 – 0.

Commissioner Bagwell made the motion to close the meeting and to enter Executive Session at approximately 6:47 PM to discuss Litigation; seconded by Commissioner Griggs. Approved 4 – 0. Commissioner Dodd left the meeting.


Commissioner Bagwell made the motion to close the Executive Session and open the meeting at approximately 7:10 PM; seconded by Commissioner Griggs. Approved 3 – 0.

Mayor Borrow said Litigation was discussed and no action was taken.

Commissioner Bagwell made the motion to adjourn the meeting at approximately 7:15 PM; seconded by Commissioner Griggs. Approved 3 – 0.



Janie N. Henderson, City Clerk/Secretary
to the City Commission



John Borrow, Mayor

STATE OF GEORGIA, COUNTY HABERSHAM

CITY OF CORNELIA, GEORGIA

AFFIDAVIT OF PRESIDING OFFICIAL(S) FOR A CLOSED PUBLIC MEETING

While in Regular Session, the motion was made to enter an Executive Session to discuss certain matters in a closed session.

(X) To discuss with council pending and/or potential litigation, settlement claims, administrative proceedings or other judicial actions, which is exempt from the Open Meetings Act pursuant to O.C.G.A. Section 50-14-2(1).


() A meeting to discuss the purchase, disposal of, or lease of property; authorize the ordering of an appraisal related to the acquisition or disposal of real estate; enter into a contract to purchase, dispose of, or lease property subject to approval in a subsequent public vote; or enter into an option to purchase, dispose of, or lease real estate subject to approval in subsequent public vote, which is excluded from the Open Meetings Act pursuant to Section 50-14-3(b)(1)(C).

() A meeting discussing the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee, which is excluded pursuant to O.C.G.A. Section 50-14-3(b)(2).

() Discussion in Executive Session of Records that are otherwise protected from disclosure under the Open Records Act as pursuant to O.C.G.A. Section 50-14-3- (b)(4).

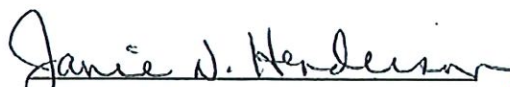
X The subject matter of the Executive Session of the Regular Session was devoted to matters within the exceptions provided by law.

 Because of events occurring during the closed session, I am unable to affirm the subject matter of the Executive Session of the Regular Session was devoted to only matters within the exceptions provided by law.



John Borrow, Mayor, City of Cornelia

Sworn to and subscribed before me this 1st day of
December 20 20.



Notary Public

