

The City of Snellville
2342 Oak Road
Snellville, Georgia 30078
(770) 985-3500 • FAX (770) 985-3525



AGENDA

WORK SESSION
OF MAYOR AND COUNCIL
CITY OF SNELLVILLE, GEORGIA
MONDAY, JANUARY 22, 2024

Publication Date: January 18, 2024

TIME: 6:30 p.m.

DATE: January 22, 2024

PLACE: City Hall Conference Room 145

I. CALL TO ORDER

**II. REVIEW REGULAR BUSINESS MEETINGS AND PUBLIC HEARING
AGENDA ITEMS**

III. REVIEW CORRESPONDENCE

IV. CITY ATTORNEY'S REPORT

V. DISCUSSION ITEMS

- a) The Grove Signage Update by Michael Kidd with Root Design [Bender]
- b) Update of Ongoing Projects [Bender]

VI. EXECUTIVE SESSION

An Executive Session may be called:

- To discuss 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).
- To authorize negotiations to purchase, dispose of, or lease 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).
- Upon 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).

VII. ADJOURNMENT



AGENDA

PUBLIC HEARING & REGULAR BUSINESS MEETING
OF MAYOR AND COUNCIL
CITY OF SNELLVILLE, GEORGIA
MONDAY, JANUARY 22, 2024

Publication Date: January 18, 2024

TIME: 7:30 p.m.

DATE: January 22, 2024

PLACE: Council Chambers

- I. **CALL TO ORDER**
- II. **INVOCATION**
- III. **PLEDGE TO THE FLAG**
- IV. **CEREMONIAL MATTERS**
- V. **MINUTES**
Approve the Minutes of the January 8, 2024 Meetings and the January 10, 2024 Special Called Work Session
- VI. **INVITED GUESTS**
Derek Cooper Radon Educator, University of Georgia | College of Family & Consumer Sciences to Provide Information on Radon Testing Available from the Libraries
- VII. **COMMITTEE / DEPARTMENT REPORTS**
- VIII. **APPROVAL OF THE AGENDA**
- IX. **PUBLIC HEARING**
None
- X. **CONSENT AGENDA (Please see *Note)**
None
- XI. **OLD BUSINESS**
- XII. **NEW BUSINESS**
 - a) Consideration and Action Approval of the 2024 Snellville Tourism and Trade Contract [Bender]

XIII. COUNCIL REPORTS

XIV. MAYOR'S REPORT

XV. PUBLIC COMMENTS

• Section 2-53

Each member of the public who wishes to address the Mayor and City Council in public session must submit their name, address and the topic (be as specific as possible) of their comments to the City Clerk prior to making such comments. Individuals will be allotted five minutes to make their comments and such comments must be limited to the chosen topic. Members of the public shall not make inappropriate or offensive comments at a City Council meeting and are expected to comply with our adopted rules of decorum.

• Decorum

You must conduct yourself in a professional and respectful manner. All remarks should be directed to the Chairman and not to individual Council Members, staff or citizens in attendance. Personal remarks are inappropriate.

XVI. EXECUTIVE SESSION

An Executive Session may be called:

- To discuss 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).
- To authorize negotiations to purchase, dispose of, or lease 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).
- Upon 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).

XVII. ADJOURNMENT

***Note: Items on the Consent Agenda may be read by title only. Upon the request of any Council Member, any item may be removed from the Consent Agenda and placed on the Regular Agenda prior to the adoption of the Regular Agenda. The Consent Agenda, or the remainder thereof omitting the challenged items, shall be adopted by unanimous consent.**

CITY OF SNELLVILLE
MEETINGS AND LOCAL EVENTS
JANUARY 22, 2024

January 22

Council Meeting

Monday, January 22, 2024

6:30 pm Work Session – Conference Room 145, City Hall

7:30 pm Meeting - Council Chambers, City Hall

January 23

Planning Commission Meeting

Tuesday, January 23, 2024

7:30 pm – Council Chambers, City Hall

January 28

Broadcast of 01/22/2024 Council Meeting

Sunday, January 28, 2024

Watch the broadcast of the 01/22/2024 Council Meeting on Comcast Channel 25 at 6:30 pm

February 3

Extended Farmers' Market

Saturday, February 3, 2024

9:00 am to 12:00 pm

City Hall Parking Lot

February 6

Commerce Club Meeting

Tuesday, February 6, 2024

Noon – Community Room, City Hall

February 12

Council Meeting

Monday, February 12, 2024

6:30 pm Work Session – Conference Room 145, City Hall

7:30 pm Meeting - Council Chambers, City Hall



SPECIAL CALLED MEETING
OF MAYOR AND COUNCIL
CITY OF SNELLVILLE, GEORGIA
WEDNESDAY, JANUARY 10, 2024

Present: Mayor Barbara Bender, Mayor Pro Tem Tod Warner, Council Members Norman A. Carter Jr., Kerry Hetherington, Cristy Lenski, and Gretchen Schulz. Also present City Manager Matthew Pepper, City Attorney Chuck Ross with Powell and Edwards Attorneys at Law, Chief Greg Perry, Interim Public Works Director David Mitchell, Planning and Development Director Jason Thompson, Parks and Recreation Director Lisa Platt, and City Clerk Melisa Arnold.

CALL TO ORDER

Mayor Bender called the meeting to order at 6:28 p.m.

NEW BUSINESS

Discussion of Work Retreat Topics [Bender]

The following Department Directors each gave a presentation about their Department's accomplishments in fiscal year 2023 and their needs for fiscal year 2024:

Police Chief Greg Perry
Planning and Development Director Jason Thompson

Break from 7:35 to 7:45 p.m

Interim Public Works Director David Mitchell
Parks and Recreation Director Lisa Platt

EXECUTIVE SESSION

None

ADJOURNMENT

Mayor Pro Tem Warner made a motion to adjourn, 2nd by Council Member Carter; voted 6 in favor and 0 opposed, motion approved. The meeting adjourned at 9:07 p.m.

Barbara Bender, Mayor

Melisa Arnold, City Clerk

City of Snellville Administration Department

2342 Oak Road Snellville, GA 30078 770-985-3500 770-985-3525 Fax www.snellville.org



WORK SESSION
OF MAYOR AND COUNCIL
CITY OF SNELLVILLE, GEORGIA
MONDAY, JANUARY 8, 2024

Present: Mayor Barbara Bender, Mayor Pro Tem Tod Warner, Council Members Norman A. Carter Jr., Kerry Hetherington, Cristy Lenski, and Gretchen Schulz. Also present City Manager Matthew Pepper, City Attorney Chuck Ross with Powell and Edwards Attorneys at Law, Interim Public Works Director David Mitchell, Planning and Development Director Jason Thompson, Public Information Officer Brian Arrington, and City Clerk Melisa Arnold.

CALL TO ORDER

Mayor Bender called the meeting to order at 6:30 p.m.

REVIEW REGULAR BUSINESS MEETINGS AND PUBLIC HEARING AGENDA ITEMS

The agenda was reviewed and discussed.

REVIEW CORRESPONDENCE

None

CITY ATTORNEY'S REPORT

Attorney Ross handed out a resolution to extend the current moratorium on cannabis dispensaries to July 10, 2024. After discussion consensus was to amend the agenda and add the resolution. He gave an update on Quality of Life court and advised an executive session is needed for further discussion.

DISCUSSION ITEMS

Update of Ongoing Projects [Bender]

City Manager Pepper gave an update on the Towne Center and other ongoing projects.

Discussion on City Participation with Neighborhood Flock Cameras [Bender]

Attorney Ross explained that the City cannot use taxpayer money to fund private systems.

Update on Property Tax Collection [Bender]

City Clerk Arnold gave an update on the past three (3) years of property tax collection.

WORK SESSION OF MAYOR AND COUNCIL
MONDAY, JANUARY 8, 2024
PAGE TWO

EXECUTIVE SESSION

Mayor Bender read the closed meeting notice into the record as follows:

- To discuss 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).
- To authorize negotiations to purchase, dispose of, or lease 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).
- Upon 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).

Upon a motion by Mayor Pro Tem Warner, 2nd by Council Member Hetherington, the meeting was closed, with all Council Members and the Mayor present and voting in favor.

The meeting was closed at 7:09 p.m.

The meeting reconvened at 7:29 p.m.

ADJOURNMENT

Mayor Pro Tem Warner made a motion to adjourn, 2nd by Council Member Hetherington; voted 6 in favor and 0 opposed, motion approved. The meeting adjourned at 7:30 p.m.

Barbara Bender, Mayor

Melisa Arnold, City Clerk



PUBLIC HEARING & REGULAR BUSINESS MEETING
OF MAYOR AND COUNCIL
CITY OF SNELLVILLE, GEORGIA
MONDAY, JANUARY 8, 2024

Present: Mayor Barbara Bender, Mayor Pro Tem Tod Warner, Council Members Norman A. Carter Jr., Kerry Hetherington, Cristy Lenski, and Gretchen Schulz. Also present City Manager Matthew Pepper, City Attorney Chuck Ross with Powell and Edwards Attorneys at Law, Lt. Brian Rankin, Planning and Development Director Jason Thompson, Public Information Officer Brian Arrington, and City Clerk Melisa Arnold.

CALL TO ORDER

Mayor Bender called the meeting to order at 7:36 p.m.

INVOCATION

David Adair with St. Oliver Plunkett Catholic Church gave the invocation.

PLEDGE TO THE FLAG

Mayor Pro Tem Warner led the Pledge of Allegiance.

CEREMONIAL MATTERS

PRO 2024-01 – 8th Annual Festival of Trees Winner

Mayor Bender read PRO 2024-01 into the record and presented it to members of St. Oliver Plunkett Catholic Church. STAT Executive Director Kelly McAloon recognized other participants from the Festival of Trees who were present.

MINUTES

Approve the Minutes of the December 11, 2023 Meetings

Council Member Lenski made a motion to approve the minutes of the December 11, 2023 meetings, 2nd by Council Member Hetherington; voted 6 in favor and 0 opposed, motion approved.

INVITED GUESTS

Battalion Chief Tommy Rutledge – Presentation about the Gwinnett County Smoke and Carbon Monoxide Alarm Program

Battalion Chief Rutledge gave an overview of the services available through Gwinnett County Fire Department's Residential Safety Program.

COMMITTEE / DEPARTMENT REPORTS

None

City of Snellville Administration Department

PUBLIC HEARING & REGULAR BUSINESS OF MAYOR AND COUNCIL
MONDAY, JANUARY 8, 2024
PAGE TWO

APPROVAL OF THE AGENDA

Council Member Lenski made a motion to approve the agenda with the addition of New Business item “g” Consideration and Action on Approval of RES 2024-03 – Extension of the Moratorium to Study the Regulation of Cannabis Dispensaries, 2nd by Council Member Carter; voted 6 in favor and 0 opposed, motion approved.

PUBLIC HEARING

None

CONSENT AGENDA

None

OLD BUSINESS

None

NEW BUSINESS

Mayor’s Nomination and Council Confirmation of Municipal Court Associate Judge Rahn Gatewood [Bender]

Mayor Bender nominated Rahn Gatewood as Associate Judge, confirmed by Council 6 in favor and 0 opposed, nomination approved.

Mayor’s Nomination and Council Confirmation of Municipal Court Associate Judge Jennifer White [Bender]

Mayor Bender nominated Jennifer White as Associate Judge, confirmed by Council 6 in favor and 0 opposed, nomination approved.

Mayor Bender administered the Oath of Office to Judges Gatewood and White.

RES 2024-01 – Consideration and Action on Local Amendment to Georgia Minimum Standard Plumbing Code – Metro Water District Water Efficiency Code Requirements [Bender]

Planning Director Thompson explained that State law requires the City to update the plumbing code and send it to the State for review. This resolution is the first step in that process.

Mayor Pro Tem Warner made a motion to approve RES 2024-01, 2nd by Council Member Lenski; voted 6 in favor and 0 opposed, motion approved. (A copy of RES 2024-01 is attached to and made a part of these minutes.)

Consideration and Action on RES 2024-02 – City of Civility [Warner]

Mayor Bender explained that this resolution is part of a Georgia Municipal Association program that sets the standards for civility that each City should adopt.

Mayor and Council each read a part of the pledge into the record. Mayor Pro Tem Warner made a motion to approve RES 2024-02, 2nd by Council Member Carter; voted 6 in favor and 0 opposed, motion approved. (A copy of RES 2024-02 is attached to and made a part of these minutes.)

PUBLIC HEARING & REGULAR BUSINESS OF MAYOR AND COUNCIL
MONDAY, JANUARY 8, 2024
PAGE THREE

Consideration and Action on Approval of a Contract for the City Manager [Bender]

Mayor Bender advised that Butch Sanders retired and Assistant City Manager Matthew Pepper, who has been with the City for two (2) years, will now become the City Manager. Council Member Lenski made a motion to approve the City Manager Contract for Matthew Pepper, 2nd by Council Member Hetherington; voted 6 in favor and 0 opposed, motion approved.

Consideration and Action on Election of Mayor Pro Tempore [Bender]

Council Member Lenski nominated Tod Warner as Mayor Pro Tem, 2nd by Council Member Carter; voted 6 in favor and 0 opposed, motion approved.

Consideration and Action on Approval of RES 2024-03 – Extension of the Moratorium to Study the Regulation of Cannabis Dispensaries [Bender]

Mayor Bender explained a moratorium has already been in place since July of 2023 while the State studies the issue. There is need to extend the City's moratorium through the next legislative session to see what may happen with the State's regulations.

Council Member Schulz made a motion to approve RES 2024-03, 2nd by Council Member Lenski; voted 6 in favor and 0 opposed, motion approved. (A copy of RES 2024-03 is attached to and made a part of these minutes.)

COUNCIL REPORTS

Council Members Carter, Hetherington, Lenski, and Mayor Pro Tem Warner each gave a report.

MAYOR'S REPORT

Mayor Bender gave a report.

PUBLIC COMMENTS

None

EXECUTIVE SESSION

None

ADJOURNMENT

Council Member Lenski made a motion to adjourn, 2nd by Council Member Hetherington; voted 6 in favor and 0 opposed, motion approved. The meeting adjourned at 8:25 p.m.

Barbara Bender, Mayor

Melisa Arnold, City Clerk

STATE OF GEORGIA
COUNTY OF GWINNETT

**AGREEMENT FOR PROMOTION OF TOURISM
CONVENTIONS AND TRADE SHOWS**

This Agreement, entered into to be effective as of the _____ day of _____, 2024, by and between the City of Snellville, Georgia, a municipal corporation organized and existing under the laws of the State of Georgia and authorized to do business in the state (hereinafter referred to as "City"), and Snellville Tourism and Trade Association, Inc., a Georgia non-profit business association approved to be exempt from federal income tax as a Section 501(c)(6) business league and existing under the laws of the State of Georgia (hereinafter referred to as "Company").

WITNESSETH

WHEREAS the City is authorized by its charter and specifically by O.C.G.A. § 48-13-51 to levy a tax on public accommodations for the promotion of tourism, conventions and trade shows;

WHEREAS, the Company has been responsible for promoting tourism, conventions and trade shows within the City of Snellville and specifically encouraging tourism, conventions and trade shows through marketing projects and materials, special events, concerts and other promotions;

WHEREAS, for the period of January 1, 2024 - December 31, 2024 the City desires to pay 90% of the excise tax collected on rooms, lodgings and accommodations to the Company to support their efforts in promoting tourism, conventions and trade shows;

WHEREAS, the City desires to accommodate the public interest by insuring that the Hotel/Motel Excise Tax proceeds are used for legitimate public purposes, promoting tourism, conventions and trade shows as provided by law;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and in consideration of the performance of the services for the promotion of tourism, conventions and trade shows by the Company, the sufficiency of which both parties acknowledge and agree is sufficient, the City and the Company agree to the terms as set forth below:

1.

The City of Snellville pursuant to O.C.G.A. § 48-13-51 shall levy a tax in excess of three percent (3%) but not to exceed eight percent (8%) as provided for under this code section for the purpose of promoting tourism, conventions and trade shows. The funds collected in this manner shall be segregated within the books and records of the City of Snellville and specifically designated to be set aside for the promotion of tourism, conventions and trade shows. These funds shall be specifically restricted to the uses allowed under § 48-13-51 and the other relevant provisions of the Official Code of Georgia. Pursuant to the terms of the State hotel/motel tax, the undersigned Company shall provide to the Mayor and Council of the City of Snellville a specific annual budget in January of each year for the expenditure of funds prior to receiving a distribution of any tax revenues collected from the hotel/motel tax. This annual budget then shall be attached to this Agreement. Tax proceeds up to the amount selected shall be paid by the City to the Company on a regular basis. In exchange for the receipt of these funds, the Company agrees to strictly comply with the specific terms of the budget.

No expenditures shall be made from the Hotel/Motel Excise Tax proceeds collected unless pursuant to a specific line item allowed under the terms of the budget. These provisions shall be monitored through open access the Company's records, communications with the Company's bookkeeper and audits and/or financial reviews as requested. If the Company desires to change any items within the budget, the appropriate amendments shall be submitted to the City of Snellville and the Company's budget shall remain balanced at all times.

The Company shall also submit a set Event Schedule for the coming year for Mayor and Council approval as part of this annual contract. The approved Event Schedule for 2024 must be made available by February 1, 2024.

Any changes to approved Event Schedule must be submitted to the Mayor and Council. At least 60 days prior to any event, the Company shall notify the City of their plans for the event and shall include the Snellville Public Works and Snellville Police Department in the planning of the event. Town Green can be utilized at no charge and T.W. Briscoe Park may be leased by the Company at the city resident rate. As a recipient of public funds, the Company agrees to submit its books, records, checks, receipts, budgets and all other documents necessary for a full audited review to the City auditor if requested. The City shall have the right to audit the Company's entire business operations on an annual basis pursuant to its current fiscal year audit requirements imposed by the State of Georgia. The Company shall provide quarterly P & L statements to the City with meeting presentations as scheduled by the City Clerk.

2.

The City shall pay Forty-Four Thousand and 00/100 Dollars (\$44,000.00) to Company for the purpose of publishing City announcements and activities in Company's marketing publication. The purpose of this provision is to ensure that public information and announcements are distributed electronically or by publication to the residents of Snellville. This marketing effort shall include providing adequate space to the City's Parks & Recreation Department and Economic Development Department, working through the City Public Information Officer, to disseminate important marketing and service oriented information to the public.

3.

A maximum City budget amount of \$16,000.00 per year will be earmarked for establishing security, safe traffic flow and City Hall monitoring for events on the Town Green and in/around City Hall. This amount takes into account the cost of City provided Worker's Compensation coverage. The Company and City may draw upon these funds provided the City is presented with clear documentation showing the amount of the time and expenses incurred for the above stated purposes.

4.

The Company agrees to perform services for the City required by O.C.G.A. § 48-13-51 as the City's private sector non-profit organization for promoting tourism, conventions and trade shows as follows:

a) Fully represent all Snellville hotels/motels. The Company shall market and promote all Snellville hotel/motels as an overnight destination for both group and individual travelers; include all Snellville properties in any and all Company publications, banners, website and marketing projects (as applicable); and to provide normal and customary Company services to all Snellville hotels/motels and attendant groups.

b) Coordinate the execution of the annual Work Plan of marketing initiatives approved by the Company Board of Directors for the purpose of promoting Snellville as a shopping, special event, dining and historic destination.

c) Provide a contact phone number on Company website for interested volunteers to access.

d) Hold all meetings in accordance with Company By-Laws.

e) This Agreement includes Commerce Club attendance for five (5) City representatives: City Manager, Assistant City Manager, Police Chief, Public Information Officer, plus one (1) guest.

5.

At the City's request, the Company agrees to provide the City of Snellville with a full written description and line item budget of all events which are supported by the funds provided under this Agreement.

6.

The term of this Agreement shall be for a calendar year beginning on January 1, 2024, and ending on December 31, 2024. This Agreement may be renewed annually from year to year by specific written approval of the City of Snellville Mayor and Council.

7.

The Company agrees to be responsible for insuring that these funds are used consistent with the authority granted to the City under O.C.G.A. § 48-13-51. In the event that an audit or an appropriate authorized entity determines that these funds are not being expended appropriately, the Company shall be responsible for reimbursing the City for any unauthorized expenditures including any cost involved in making the determination that the expenditure was inappropriate.

8.

This Agreement may be terminated by the City by sixty (60) days written notice to the Company.

9.

This Agreement constitutes the entire understanding between the City and the Company and may be modified only by written instrument duly executed by the parties hereto.

This Agreement is governed by the laws of the State of Georgia.

10.

Time is of the essence in this Agreement.

11.

It is understood and agreed that the Company is engaged to perform services under this Agreement as an independent contractor and not as an agent of the City. The Company agrees to indemnify and save harmless the City against all claims for bodily injury, death or damages to persons or property damage to property by reason of its negligence or misconduct relating to the Company's performance of this Agreement including but not limited to attorney's fees and court costs incurred by the City of Snellville.

12.

This Agreement may not be assigned without the express written consent of the Mayor and Council of the City of Snellville after the assignment has been duly approved at a regular meeting of the Mayor and Council.

13.

The Company shall comply with all applicable laws, orders and regulations of federal, state and municipal authorities and with any lawful direction of any public officer, which shall impose any duty upon the Company with respect to the terms of this contract.

14.

All notices and communication provided for under this Agreement shall be in writing sent by regular mail to the following addresses:

To the City of Snellville:

Matthew Pepper, City Manager
City of Snellville
2342 Oak Road
Snellville, GA 30078

With copies to:

Snellville Tourism and Trade Association: Don Britt, President
P. O. Box 669
Snellville, GA 30078

15.

This Agreement may be executed in any number of counterparts, each of which shall be deemed an original and all of which, taken together, shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties have executed this Agreement this ____ day of _____, 2024 to become effective as applicable of the date first shown hereon.

CITY OF SNELLVILLE

By: Barbara Bender, Mayor

Approved as to Form:

Charles W. Ross, City Attorney

Attest:

By: Melisa Arnold, City Clerk

SNELLVILLE TOURISM AND TRADE ASSOCIATION

Don Britt, President

Attest:

By:
Title: Treasurer

Snellville Tourism & Trade Association, Inc.												
Proposed 2024 Budget												
							Allocated Funds					
							Total Budget	Restricted Public Funds	Unrestricted Public Funds	Total Public Funds	Sponsor/ Other Funds	Total
Income												
STAT Direct Public Support												
						405,000	253,125	151,875	405,000		405,000	
						3,500			-	3,500	3,500	
						408,500	253,125	151,875	405,000	3,500	408,500	
Commercer Club												
						300			-	300	300	
						10,000			-	10,000	10,000	
						10,300	-	-	-	10,300	10,300	
Event Income												
						20,000	13,000	5,000	18,000	2,000	20,000	
						750		750	750		750	
						55,000	18,000	28,000	46,000	9,000	55,000	
						60,000	10,000	30,000	40,000	20,000	60,000	
						5,000	1,000	2,000	3,000	2,000	5,000	
						18,000	6,000	10,000	16,000	2,000	18,000	
						25,000	4,000	15,000	19,000	6,000	25,000	
						20,000	6,000	10,000	16,000	4,000	20,000	
						3,600	-	3,600	3,600	-	3,600	
						207,350	58,000	104,350	162,350	45,000	207,350	
Farmers Market												
						20,500			-	20,500	20,500	
									-		-	
						-			-		-	
									-		-	
						20,500	-	-	-	20,500	20,500	
Community Garden												
						8,000			-	8,000	8,000	
									-		-	
						2,500			-	2,500	2,500	
									-		-	
						-			-		-	
									-		-	
						10,500	-	-	-	10,500	10,500	

Snellville Tourism & Trade Association, Inc.						
Proposed 2024 Budget						
Allocated Funds						
	Total Budget	Restricted Public Funds	Unrestricted Public Funds	Total Public Funds	Sponsor/ Other Funds	Total
Program Income						
Membership Income	-			-		-
CVB Brochure Ads	-			-		-
City of Snellville-Marketing	36,300			-	36,300	36,300
City of Snellville -NY Edition	7,700			-	7,700	7,700
Magazine-Ads	10,000			-	10,000	10,000
Total Program Income	54,000	-	-	-	54,000	54,000
Total Income	711,150	311,125	256,225	567,350	143,800	711,150
Expense						
STAT Operations						
Bank Charges	400			-	400	400
Commission Fee	17,000		-	-	17,000	17,000
Dues & Subscriptions	5,000		2,500	2,500	2,500	5,000
Insurance-Liability, D&O	11,000		11,000	11,000		11,000
Workman's Comp	3,000		3,000	3,000	-	3,000
Director Payroll	88,000	62,000	26,000	88,000	-	88,000
Assistant Payroll	45,000	30,000	15,000	45,000		45,000
Labor Payroll	10,000	6,000	4,000	10,000		10,000
Office Supplies	2,000		2,000	2,000	-	2,000
Postage, Mailing Service	1,500		1,500	1,500	-	1,500
Printing & Copying	1,200		1,200	1,200		1,200
Payroll Taxes	10,000		10,000	10,000		10,000
Professional Services	15,000		15,000	15,000		15,000
Other	2,000		2,000	2,000		2,000
Donations	2,000		2,000	2,000	-	2,000
Total STAT Operations	213,100	98,000	95,200	193,200	19,900	213,100

Snellville Tourism & Trade Association, Inc.						
Proposed 2024 Budget						
Allocated Funds						
	Total Budget	Restricted Public Funds	Unrestricted Public Funds	Total Public Funds	Sponsor/ Other Funds	Total
Commerce Club Expenses						
Monthly Luncheon	8,000	-	-	-	8,000	8,000
Business After Hours	4,500	2,000	2,500	4,500	-	4,500
Website and Constant Contact	780	-	780	780	-	780
Donations	1,500	-	1,500	1,500	-	1,500
Scholarship Award	2,000	-	2,000	2,000	-	2,000
Total Commerce Club Expenses	16,780	2,000	6,780	8,780	8,000	16,780
Event Expense						
Beach Blast	12,000	6,000	4,000	10,000	2,000	12,000
Contest	1,000	-	1,000	1,000	-	1,000
4th of July	45,000	20,000	15,000	35,000	10,000	45,000
Concert Series	45,000	26,000	12,000	38,000	10,000	48,000
Food Truck Fridays	9,000	6,000	2,000	8,000	1,000	9,000
Taste of Snellville	15,000	9,000	3,000	12,000	3,000	15,000
Fall Festival	28,000	14,000	6,000	20,000	5,000	25,000
Christmas Tree Lighting	22,000	9,000	9,500	18,500	3,500	22,000
Other/Misc	2,000	-	2,000	2,000	-	2,000
STAT Voluneer Celebration	3,500	-	2,620	2,620	880	3,500
Appreciation Gifts	1,500	-	1,500	1,500	-	1,500
Total Event Expense	184,000	90,000	58,620	148,620	35,380	184,000
Farmers Market						
Admin Assist Payroll	10,000	-	-	-	10,000	10,000
Contract Labor	3,500	-	-	-	3,500	3,500
Operation Expense	1,800	-	-	-	1,800	1,800
Outside Services	5,000	-	-	-	5,000	5,000
Water & Ice	200	-	-	-	200	200
Total Farmers Market Expense	20,500	-	-	-	20,500	20,500
Community Garden						
Administrative Expense	-	-	-	-	-	-
Maintenance & Repairs	3,000	-	-	-	3,000	3,000
Signs	-	-	-	-	-	-
Other	2,100	-	-	-	2,100	2,100
Utilities	950	-	-	-	950	950
Garden Supplies	3,500	-	-	-	3,500	3,500
Construction/Capital improvements	-	-	-	-	-	-
Total Community Garden Expense	9,550	-	-	-	9,550	9,550

Snellville Tourism & Trade Association, Inc.							
Proposed 2024 Budget							
Allocated Funds							
		Total Budget	Restricted Public Funds	Unrestricted Public Funds	Total Public Funds	Sponsor/ Other Funds	Total
Program Expenses							
Market Advertising		63,000	33,000	30,000	63,000	-	63,000
	The Arts	5,000		5,000	5,000		5,000
	Deep South Classic	1,000		1,000	1,000		1,000
	Veterans Memorial	2,000		2,000	2,000		2,000
	Branded Items	7,000	125	5,405	5,530	1,470	7,000
	Magazine	126,000	80,000	31,000	111,000	15,000	126,000
	Marketing Materials	8,000	-	8,000	8,000		8,000
	Artwork	7,000	3,000	4,000	7,000		7,000
	Web Site	42,000	5,000	7,000	12,000	30,000	42,000
	Professional Dues\Education	4,000	-	-	-	4,000	4,000
	In-Kind Donation	2,220		2,220	2,220		2,220
	Total Program Expenses	267,220	121,125	95,625	216,750	50,470	267,220
	Total Expense	711,150	311,125	256,225	567,350	143,800	711,150
	Surplus funds	-	-	-	-	-	-

Proposed 2024 STAT EVENT SCHEDULE

<u>Date</u>	<u>Event</u>	<u>Time</u>
May 3	Food Truck Friday	4-8 P
May 18	Beach Blast	12 – 5 pm
May 25	Memorial Celebration	4:30-5:30 PM
May 25	Live on the Lawn Concert	6 -9 PM
June 7	Food Truck Friday	4 –8 PM
June 1 (Every Saturday)	Farmers' Market	8:30 AM-12:30 PM
July 4	Star Spangled Snellville	4- 10 PM
July 20	Live on the Lawn Concert	6-9 PM
August 2	Food Truck Friday	4-8 PM
August 24	Live on the Lawn Concert	6-9 PM
September 6	Food Truck Friday	4-8 PM
September 14	International Taste of Snellville	4-8 PM
September 28	Live on the Lawn Concert	6 -9 PM
October 4	Food Truck Friday	4-8 PM
October 19	Fall Festival	12-6 PM
November 11	Veterans Celebration	3-4 PM
November 30	Christmas Tree Lighting	5-8PM
November 30	Lighted Christmas Parade	5:30 -6:30 PM