



AGENDA

WORK SESSION
OF MAYOR AND COUNCIL
CITY OF SNELLVILLE, GEORGIA
MONDAY, NOVEMBER 10, 2025

Publication Date: November 6, 2025

TIME: 6:30 p.m.

DATE: November 10, 2025

PLACE: City Hall Conference Room 145

I. CALL TO ORDER

II. REVIEW REGULAR BUSINESS MEETING AND PUBLIC HEARING AGENDA ITEMS

III. REVIEW CORRESPONDENCE

IV. CITY ATTORNEY'S REPORT

V. DISCUSSION ITEMS

- a) 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

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



AGENDA

PUBLIC HEARING & REGULAR BUSINESS MEETING
OF MAYOR AND COUNCIL
CITY OF SNELLVILLE, GEORGIA
MONDAY, NOVEMBER 10, 2025

Publication Date: November 6, 2025

TIME: 7:30 p.m.

DATE: November 10, 2025

PLACE: Council Chambers

I. CALL TO ORDER

II. INVOCATION

III. PLEDGE TO THE FLAG

IV. CEREMONIAL MATTERS

- a) Administer the Oath of Office to Shaunte CJ Pitt for City Council Post 3
- b) Administer the Oath of Office to Richelle Brown for City Council Post 4
- c) Administer the Oath of Office to Catherine "Cat" Hardrick for City Council Post 5
- d) PRO 2025-15 – American Music Month

V. MINUTES

Approve the Minutes of the October 13, 2025 Meetings and the October 27, 2025 Work Session

VI. INVITED GUESTS

VII. COMMITTEE / DEPARTMENT REPORTS

VIII. APPROVAL OF THE AGENDA

IX. PUBLIC HEARING

None

X. CONSENT AGENDA (Please see *Note)

XI. OLD BUSINESS

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XII. NEW BUSINESS

- a) Consideration and Action on Ratification of the November 4, 2025 General Election Results [Bender]
- b) Consideration and Action on Election of Mayor Pro Tempore [Bender]
- c) Consideration and Action on Approval of Surplus of Police Radios [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

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- 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
NOVEMBER 10, 2025**

November 10

Council Meeting

Monday, November 10, 2025

6:30 p.m. Work Session – Conference Room 145, City Hall

7:30 pm Meeting - Council Chambers, City Hall

November 11

Veterans Celebration

Tuesday, November 11, 2025

3:00 p.m. to 4:00 p.m.

Towne Green

November 11

Board of Appeals Meeting - CANCELED

Tuesday, November 11, 2025

7:30 pm – Council Chambers, City Hall

November 15

Snellville Youth Council Meeting

Saturday – November 15, 2025

10:00 a.m. to 12:00 p.m.

City Hall Community Room

November 16

Broadcast of November 10, 2025 Council Meeting

Sunday, November 16, 2025

Watch the broadcast on Comcast Channel 25 at 6:30 pm

November 18

Special Called Work Session

Tuesday, November 18, 2025

6:00 p.m.

City Hall Conference Room 145

November 19

Downtown Development Authority Meeting

Wednesday, November 19, 2025

4:30 p.m. – 2nd Floor Conference Room 259, City Hall

November 24

Council Meeting TBD

Monday, November 24, 2025



CITY OF SNELLVILLE

Proclamation

PRO 2025-15 AMERICAN MUSIC MONTH

- WHEREAS Music, the universal language of peace, is one of the great arts and an outstanding feature of our culture; and
- WHEREAS the National Federation of Music Clubs, having as a foremost objective, the promotion of American music, will stage its annual "Parade of American Music" throughout the month of November; and
- WHEREAS the Federation of Music Clubs and the City of Snellville join in encouraging and stimulating interest in American music and the enjoyment and appreciation thereof; and
- WHEREAS the "Parade of American Music" is designed to give our own worthy United States composers recognition, encouragement and support, and to impress upon the public of the United States that it has creative as well as performing musical artists and a musical culture equal to that of other countries;

THEREFORE, I, Barbara Bender, Mayor of the City of Snellville, Georgia, Where Everybody is PROUD to be Somebody, do hereby join with City Council and the Citizens of Snellville to in recognition of the American Composer and in order to encourage native creative musical art, do hereby proclaim November, as

AMERICAN MUSIC MONTH

and urge all our citizens to join in the observance and share the joy of music.
Proclaimed this 10th day of November 2025.



ATTEST:

Barbara Bender, Mayor

Richelle Brown, Council Member

Norman A. Carter Jr., Council Member

Catherine Hardrick, Council Member

Kerry Hetherington, Council Member

Melisa Arnold, City Clerk

Shaunte J. Pitt, Council Member



**WORK SESSION
OF MAYOR AND COUNCIL
CITY OF SNELLVILLE, GEORGIA
MONDAY, OCTOBER 13, 2025**

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, Assistant City Manager Mercy Montgomery, City Attorney Tony Powell with Powell and Crowley, Chief Greg Perry, Planning Director Jason Thompson, Code Enforcement Officer Johnny Greene, Public Information Officer Brian Arrington, IT Administrator Erika Fleeman and City Clerk Melisa Arnold.

CALL TO ORDER

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

REVIEW REGULAR BUSINESS MEETING AND PUBLIC HEARING AGENDA ITEMS

The agenda was reviewed and discussed.

REVIEW CORRESPONDENCE

None

CITY ATTORNEY'S REPORT

None

DISCUSSION ITEMS

Update of Ongoing Projects [Bender]

City Manager Pepper gave an update on The Grove and other City projects. During discussion of the Sanitation bid process consensus was to hold a special work session to discuss the details of the bid. A tentative date of November 18th was set for the meeting. Mayor Bender also asked that everyone hold the date of December 1st for another special called work session for discussion of other City business. Discussion continued with an update on the Community Center and the financing process and the upcoming Metro Atlanta Redevelopment Summit.

Discussion About Drone Delivery Programs [Bender]

Mayor Bender talked about a recent inquiry by Walmart regarding instituting a drone delivery program. City Manager Pepper gave a brief overview of the program and after discussion by the Mayor and Council the consensus was there was not enough information to move forward with a pilot program.

Discussion About Property Maintenance Ordinance Amendment [Warner]

Mayor Pro Tem Warner said that after review and discussion with the City Attorney and Planning Director Thompson more research will need to be done by the staff.

City of Snellville Administration Department

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Update from the Towne Green Revitalization Committee [Carter]

Council Member Carter reported on the idea of a grid system that has been proposed to help repair the green. Mayor Bender advised that budget and bids would need to be considered and she and City Manager Pepper would discuss it further with the Public Works Director David Mitchell.

EXECUTIVE SESSION

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

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

The meeting was closed at 7:16 p.m.

The meeting reconvened at 7:23 p.m.

ADJOURNMENT

Council Member Schulz made a motion to adjourn, 2nd by Council Member Hetherington; voted 6 in favor and 0 opposed, motion approved. The meeting adjourned at 7:23 p.m.

Barbara Bender, Mayor

Melisa Arnold, City Clerk



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CALL TO ORDER

Mayor Bender called the meeting to order at 7:30 p.m.

INVOCATION

City Attorney Powell gave the invocation.

PLEDGE TO THE FLAG

Council Member Carter led the Pledge of Allegiance.

CEREMONIAL MATTERS

None

MINUTES

Approve the Minutes of the September 22, 2025 Meetings

Council Member Schulz made a motion to approve the minutes of the September 22, 2025 meetings, 2nd by Council Member Carter; voted 6 in favor and 0 opposed, motion approved.

INVITED GUESTS

Interim Chief Operations Officer Patrick Burke with Gwinnett County Public Schools

Mr. Burke gave a presentation on E-SPLOST and the capital plan that is funded by the sales tax.

Ann Mills with Overcomer's House

Overcomer's House members Ann Mills, Okema Williams, and Steve Willis each talked about different facets of the programs offered.

COMMITTEE / DEPARTMENT REPORTS

None

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APPROVAL OF THE AGENDA

Council Member Lenski made a motion to approve the agenda as published, 2nd by Council Member Hetherington; voted 6 in favor and 0 opposed, motion approved.

PUBLIC HEARING

None

CONSENT AGENDA

None

OLD BUSINESS

None

NEW BUSINESS

Consideration and Action on Approval of Real Estate Purchase [Bender]

Council Member Lenski made a motion to approve the purchase the property parcel R5026 236 and a portion of R5026 284, .08 acres located off Oak Road in the amount of \$161,286.98 and allow Mayor Bender to execute the contract, 2nd by Mayor Pro Tem Warner.

Mayor Bender explained that the property being purchased does not have a physical address but is in the middle of the tract of land the City has already purchased.

The motion was voted 6 in favor and 0 opposed, motion approved.

Consideration and Action on Approval the Updated Americans with Disabilities Act (ADA) Transition Plan [Bender]

City Manager Pepper explained that State law requires that Cities file the report with the Georgia Department of Transportation to verify their compliance with ADA.

Council Member Schulz made a motion to approve the updated Americans with Disabilities Act (ADA) Transition Plan, 2nd by Council Member Lenski; voted 6 in favor and 0 opposed, motion approved. (A copy of the plan is attached to and made a part of these minutes.)

COUNCIL REPORTS

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

MAYOR'S REPORT

Mayor Bender gave a report.

PUBLIC COMMENTS

The following people spoke:

Pieter Friedrich, 1905 Pharrs Road, Snellville.

Kurt Schulz, 2027 Tanglewood Drive, Snellville.

Janelle Capello, 2263 Ivy Mountain Drive, Snellville.

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EXECUTIVE SESSION

None

ADJOURNMENT

Council Member Carter made a motion to adjourn, 2nd by Council Member Hetherington; voted 6 in favor and 0 opposed, motion approved. The meeting adjourned at 8:46 p.m.

Barbara Bender, Mayor

Melisa Arnold, City Clerk



**WORK SESSION
OF MAYOR AND COUNCIL
CITY OF SNELLVILLE, GEORGIA
MONDAY, OCTOBER 27, 2025**

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, Assistant City Manager Mercy Montgomery, City Attorney Jay Crowley with Powell and Crowley, Captain Zach Spahr, Public Works Director David Mitchell, Code Enforcement Officer Johnny Greene, Public Information Officer Brian Arrington, and City Clerk Melisa Arnold.

CALL TO ORDER

Mayor Bender called the meeting to order at 6:31 p.m.

REVIEW CORRESPONDENCE

Mayor Bender announced that the South Gwinnett High School band has been invited to participate in the Chicago Thanksgiving Day Parade. Mayor Pro Tem Warner reported that the Atlanta Shakespeare Company will be performing a Christmas Carol at Snellville Performing Arts.

CITY ATTORNEY'S REPORT

None

DISCUSSION ITEMS

Update of Ongoing Projects [Bender]

City Manager Pepper gave an update on The Grove and a Special Event Policy that is being drafted for review. He reported on the Community Center financing process, North Road and Wisteria Drive intersection improvements and upcoming special called work sessions.

EXECUTIVE SESSION

None

ADJOURNMENT

Mayor Pro Tem Warner made a motion to adjourn, 2nd by Council Member Schulz; voted 6 in favor and 0 opposed, motion approved. The meeting adjourned at 6:45 p.m.

Barbara Bender, Mayor

Melisa Arnold, City Clerk

Agenda Item Summary



Date: November 10, 2025

Prepared by: Melisa Arnold, Election Superintendent / City Clerk

Agenda item:

Ratify the Certified Results of the November 4, 2025 General Election

Background:

Due to the fact that we have one outstanding provisional, the Election Results for the November 4, 2025 General Election are unofficial until Gwinnett County completes their research. The Gwinnett County Board will be meeting to hear on any provisional ballot resolutions on November 08, 2025, at 10:00am.

City Council Post 3:

Shaunt'e CJ Pitt -	1134
Dan W. Russell -	815

City Council Post 4:

Richelle D. Brown -	1550
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City Council Post 5:

Catherine "Cat" Hardrick -	1236
Tod Warner (I) -	812

Action requested: Ratification of the election results

Attachments:

- None

Agenda Item Summary



Date: November 10, 2025

Prepared by: Lt. J. McKinney

Agenda item:

Consideration and Action on Surplus of City Equipment

1. 37 - Motorola XTL 5000 in car two-way radios, 30 with microphones
2. 3 - Motorola XTL 500 Radio faceplates

Background:

These items are not supported with the current digital radio system used by Gwinnett police agencies or in current use by the Department.

Financial Impact:

There is no cost to list the items on GovDeals to another Law-Enforcement Agency, the buyer pays the commission.

Recommendation:

Approve the surplus of the equipment for disposal.

Action requested:

Motion and affirmative vote to approve the listed equipment for surplus.

Attachments:

- List of Items with serial Numbers

Surplus List
Police Radios

November 10, 2025

Make	Model	Serial #
Motorola XTL 5000	M20URS9PW1AN	500CHV1691
Motorola XTL 5000	M20URS9PW1AN	500CHV1681
Motorola XTL 5000	M20URS9PW1AN	500CHV1728
Motorola XTL 5000	M20URS9PW1AN	500CHV1717
Motorola XTL 5000	M20URS9PW1AN	500CHV1712
Motorola XTL 5000	M20URS9PW1AN	500CHV1708
Motorola XTL 5000	M20URS9PW1AN	500CHV1694
Motorola XTL 5000	M20URS9PW1AN	500CHV1712
Motorola XTL 5000	M20URS9PW1AN	500CHV1704
Motorola XTL 5000	M20URS9PW1AN	500CHV1703
Motorola XTL 5000	M20URS9PW1AN	500CHV1723
Motorola XTL 5000	M20URS9PW1AN	500CHV1693
Motorola XTL 5000	M20URS9PW1AN	500CHV1707
Motorola XTL 5000	M20URS9PW1AN	NONE
Motorola XTL 5000	M20URS9PW1AN	500CHV1714
Motorola XTL 5000	M20URS9PW1AN	500CHV1683
Motorola XTL 5000	M20URS9PW1AN	500CHV1688
Motorola XTL 5000	M20URS9PW1AN	NONE
Motorola XTL 5000	M20URS9PW1AN	500CHV1689
Motorola XTL 5000	M20URS9PW1AN	500CHV1696
Motorola XTL 5000	M20URS9PW1AN	500CHV1726
Motorola XTL 5000	M20URS9PW1AN	500CHV1682
Motorola XTL 5000	M20URS9PW1AN	500CHV1718
Motorola XTL 5000	M20URS9PW1AN	500CHV1705
Motorola XTL 5000	M20URS9PW1AN	500CHV1719
Motorola XTL 5000	M20URS9PW1AN	500CHV1713
Motorola XTL 5000	M20URS9PW1AN	500CHV1781
Motorola XTL 5000	M20URS9PW1AN	500CHV1710
Motorola XTL 5000	M20URS9PW1AN	500CHV1711
Motorola XTL 5000	M20URS9PW1AN	500CHV1727
Motorola XTL 5000	M20URS9PW1AN	500CHV1687
Motorola XTL 5000	M20URS9PW1AN	500CHV1695
Motorola XTL 5000	M20URS9PW1AN	NONE
Motorola XTL 5000	M20URS9PW1AN	500CHV1700
Motorola XTL 5000	M20URS9PW1AN	500CHV1699
Motorola XTL 5000	M20URS9PW1AN	500CHV1698
Motorola XTL 5000	M20URS9PW1AN	500CHV1678
Motorola XTL 5000 Faceplate	HLN1468A	NONE
Motorola XTL 5000 Faceplate	HLN1468A	NONE
Motorola XTL 5000 Faceplate	HLN1468A	NONE

Includes 30 Microphones for above radios