



**SPECIAL CALLED WORK SESSION
OF MAYOR AND COUNCIL
CITY OF SNELLVILLE, GEORGIA
THURSDAY, JANUARY 22, 2026**

Present: Mayor Barbara Bender, Mayor Pro Tem Norman A. Carter Jr., Council Members Richelle Brown, Catherine Hardrick, Kerry Hetherington and Shaunt'e Pitt. Also present City Manager Matthew Pepper, Assistant City Manager Mercy Montgomery, City Attorney Tony Powell with Powell and Crowley, Downtown Development Manager Jan Harris, Planning & Development Director Jason Thompson, Code Enforcement Officer Johnny Greene, Public Works Director David Mitchell, Parks & Recreation Director Lisa Platt, Chief Greg Perry, Public Information Officer Brian Arrington, and City Clerk Melisa Arnold.

CALL TO ORDER

Mayor Bender called the meeting to order at 6:06 p.m.

City Manager Pepper gave an overview of the meeting format and the order of the presentations.

NEW BUSINESS

Discussion of Work Retreat Topics [Bender]

Downtown Development Manager Harris gave a report on the 2025 events held at The Grove and the upcoming events for 2026.

Planning & Development Director Thompson reviewed the functions of the Planning Department and talked about its various responsibilities.

Code Enforcement Officer Greene reviewed case counts for 2024-2025. He talked about how calls are generally initiated and the main complaints that are handled by the department.

Public Works Director Mitchell reported on the sanitation and recycling programs. He also talked about the annual stormwater and paving projects and how those are ranked for inclusion in the annual bid process.

Parks & Recreation Director Platt gave an overview of the parks, buildings, and marketing program. She talked about the past programming and what the future holds with the new Community Center being constructed.

Chief Perry reviewed the Police Department organization, various departmental accomplishments and an upcoming crime mapping system that will be rolling out to the public soon.

City of Snellville Administration Department

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

SPECIAL CALLED WORK SESSION OF MAYOR AND COUNCIL
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(A copy of the departmental presentations is attached to and made a part of these minutes.)

EXECUTIVE SESSION

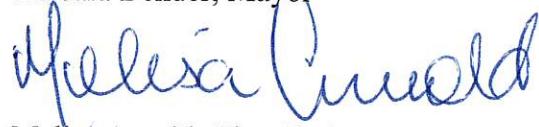
None

ADJOURNMENT

Council Member Hardrick made a motion to adjourn, 2nd by Council Member Hetherington; voted 6 in favor and 0 opposed, motion approved. The meeting adjourned at 8:54 p.m.



Barbara Bender, Mayor



Melissa Arnold, City Clerk



CITY OF SNELLVILLE PLANNING WORKSHIP



Mayor and City Council
January 22, 2026



2025 GROVE REPORT

Jan Harris, Downtown Development Director



2025 Events in The Grove



Partnered with MidCast to present four intimate venue concerts. Approximately 160 total attendees.



Target Market: families with young children. Approximately 230 attendees at two events.



Approximately 150 children and parents enjoyed visits with Santa Brown.

The Grove Special Events Expenses and Impact 2025

► Downtown Tunes Concert Series

Total Cost: \$1,150 Attendance: 155 Cost per Person: \$0.13

► Movie Nights

Total Cost: \$1,595 Attendance: 230 Cost per Person: \$6.93

► Santa at The Grove

Total Cost: \$1,917 Attendance: 150 Cost per Person: \$12.78

2026 Events Calendar for The Grove



Bags, Bites and Brews



Santa at The Grove!



PLANNING AND DEVELOPMENT

Jason Thompson, Planning and Development Director



PRIMARY FUNCTIONS OF THE PLANNING DEPARTMENT

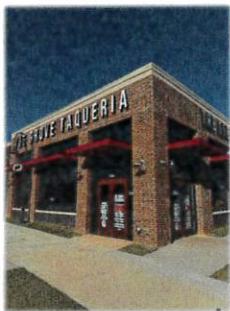
- LICENSING
- PERMITTING
- SHORT TERM PLANNING
- COMPREHENSIVE PLANNING
- ENFORCEMENT



OCCUPATIONAL TAX CERTIFICATES

- HOME OCCUPATION
2024 - 291
2025 - 266
- COMMERCIAL
2024 - 1,387
2025 - 1,454

TAX CERTIFICATE REVENUES



- HOME OCCUPATION
2024 - \$24,700
2025 - \$22,246
- COMMERCIAL
2024 - \$1,073,131
2025 - \$1,057,678

BUILDING PERMITS ISSUED

NEW
RESIDENTIAL
2024 - 47
2025 - 75

NEW
COMMERCIAL
2024 - 4
2025 - 2

COMMERCIAL
INTERIOR
FINISH
2024 - 25
2025 - 55

MISC.
2024 Zoning Certificates - 17
2025 Zoning Certificates - 13
2024 Sign Permits - 45
2025 Sign Permits - 51

BUILDING PERMIT REVENUES



- NEW RESIDENTIAL
2024 - \$121,559
2025 - \$219,553
- NEW COMMERCIAL
2024 - \$111,000
2025 - \$7,552
- COMMERCIAL INTERIOR FINISH
2024 - \$40,312
2025 - \$143,146

LAND DISTURBANCE PERMITS

RESIDENTIAL
2023 - 2
2024 - 1
2025 - 1

COMMERCIAL
2023 - 7
2024 - 2
2025 - 4



LAND USE APPLICATIONS

► REZONINGS/CHANGE IN CONDITIONS

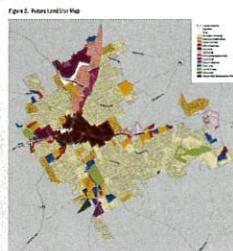
2023 - 3
2024 - 7
2025 - 6

► SPECIAL USE PERMITS

2023 - 2
2024 - 3
2025 - 3

► VARIANCES

2023 - 4
2024 - 2
2025 - 3



2024 APPROVED PROJECTS UPDATE

► RZ 24-01 ARRIS - 300 UNIT STACKED FLATS

Initial submittal has not been made. Awaiting sewer capacity resolution.

► RZ 24-02 BROOKWOOD GREEN - 300 UNIT TOWNHOME

Awaiting applicant resubmittal.

► RZ 24-03 SHIFA - 171 UNIT STACKED FLATS

Initial submittal has not been made. Awaiting sewer capacity resolution.

► RZ 24-04 SUMMIT CHASE INFILL - 126 SINGLE FAMILY RESIDENTIAL

Initial submittal has not been made.

► RZ 24-05 & 06 BETHANY PARK - 140 UNIT TOWNHOME AND 14,000 SF COMMERCIAL

Land Disturbance Permit issued.

2025 APPROVED PROJECTS UPDATE

► RZ 25-01 SINOCOIN - 65 UNIT TOWNHOME

Initial submittal has not been made.

► RZ 25-03 SOMERSET - 70 UNIT MIXED RESIDENTIAL

Plans approved. Permit issuance imminent.

► RZ 25-05 TREE LANE - 108 UNIT TOWNHOME

Initial submittal has not been made. Awaiting sewer capacity resolution.



CODE ENFORCEMENT

Johnny Greene, Chief Code Enforcement Officer



2024/2025 Comparison

Total cases in 2024

- Reported by complainants: 3,358
- Calls dispatched from Snellville Police Department: 264
- Total 3,622

Total cases in 2025

- Reported by complainants: 3,717. Up 359 complaints.
- Calls dispatched from Snellville Police Department: 306. Up 42 calls.
- Total 3,863 (985)

Top Complaints

► Refuse, Garbage, Debris, Parking, Residential Grass, and Weeds

► Building Permits Required

Total 63, up 15 from 2024.

► Commercial Sanitation Account Required

Total of 42 cases in 2024, down 21 from 2025.

Photos



Bay window rotted and fell off the back of the house.



Added this addition to house with no permit.



Used car dealers backyard.



Signs placed out in right of way.

Photos



McGee swim and tennis
Structure before demo



McGee swim and tennis
Structure after demo



No permit
This is a fully finished room



No permit
2 story deck



How to Submit a CE Case

► Call 770-985-3519

This is a voicemail system that comes directly to officers.

► Email

qualityoflife@Snellville.org
Snellville.org/quality-of-lifecode-enforcement

In Closing

2025

The city is in great shape and looking good. Future growth will increase the number of complaints. We will be on top of it, as we have a great team.

2026 Budget Request

Code Enforcement will need two (?) new laptops to replace outdated ones. This will cost \$20,000.



Photo of Officer Brice Hajrizi receiving her Level 1 Certification.



PUBLIC WORKS

David Mitchell, Public Works Director



Public Works Responsibilities



Paving projects, street repairs, right of way maintenance.



Stormwater projects, maintenance, inspections.



Event set up with stage, garbage cans, barricades, some decoration.



Residential and commercial sanitation.

Public Works Responsibilities



Storm clean up, emergency call-out.



City fleet shop.



City landscape maintenance.



Recycling Center.

Residential Sanitation Service

► Residential Customer Count

- FY2026: 7,627 (thru 12/25)
- FY2025: 7,608
- FY2024: 7,582



► Residential Service Expenditures

- FY2026: \$656,923 (thru 12/25)
- FY2025: \$1,278,672
- FY2024: \$1,267,577

Residential Recycle Cart and 2nd Garbage Cart Program

Curbside Recycling Revenue

- \$144 Annual payment
- 1,187 Participants (thru 12/25)
- 1,254 Participants in 2024
- Estimated revenue – \$170,928

2nd Garbage Cart Revenue

- \$120 Annual payment
- 369 Participants (thru 12/25)
- 332 Participants in 2024
- Estimated revenue – \$44,280

Total estimated revenue for program: \$215,208

Commercial Sanitation Service

FY2025 Financial Overview

- Revenue – \$2,156,369
- Expenditures – \$1,704,047
- Net – \$452,322

FY2026 Financial Overview (as of 11/25)

- Revenue – \$1,109,074
- Expenditures – \$887,579
- Net – \$221,495
- Current Customer Count – 465

Recycling Center



FY 2026 Recycle Revenue \$47,567 (thru 12/25)

FY 2025 Recycle Revenue \$113,643

FY 2024 Recycle Revenue \$134,643

FY 2023 Recycle Revenue \$113,519

FY 2026 Yard Debris Expenditure \$25,350 (thru 1/26)

FY 2025 Yard Debris Expenditure \$30,450

FY 2024 Yard Debris Expenditure \$38,850

FY 2023 Yard Debris Expenditure \$44,100

Completed Resurfacing

LMIG 2025 – \$241,282
Supplemental LMIG 2024 – \$284,578
FY2025 – \$759,699 (2.22 Miles)



Completed Resurfacing 2025:
Fallowridge Ct – Hartridge Dr – Medical Way – Presidential Circle – Blackberry Ct – Stockton Walk Ln – Stockton Walk Ct – Stockton Walk Way – Burlington Ln

Current Resurfacing

LMIG 2026 – \$272,574
Supplemental LMIG 2025 – \$296,013
FY2026 – Estimated Cost – \$1,320,000 (2.16 Miles)



Current Resurfacing 2026:
Ellis Ct – Gene Ct – Market Ct – Ravenwood Dr – Ravenwood Ct – Pamela Dr – Melisa Ct – Oak Meadow Dr – Oak Meadow Ln – Wood Meadow Cove – Stoneridge Ln

Projected Resurfacing

FY 2027 – Estimated Cost \$1,200,000 (2.35 Miles)



Projected Resurfacing 2027:
Dorian Ct – Rockside Ct – Rockside Ln – Rockbrook Ct – Windsor Ln – Windsor Ct – Windsor Dr – Shaywen Cir – Schooner Cove – Anchors Way – Flagsmoor Dr – Helms Ct – Masthaven Ct

Stormwater Projects

FY 2026 Projects – \$896,101
Emergency – \$135,972

FY 2025 Projects – \$667,100
Emergency – \$322,929

FY 2024 Projects – \$1,239,414
Emergency – \$359,049

Project List FY 2026:

- 3230 Pond Ridge Tr
- 1590 Timberline Trace
- 1921 Commons View Cir
- 2646 Beverly Ln
- 2743 Ashworth Cir
- 2554 Springdale Dr
- 1876 Hillway
- 1935 Rockdale Cir
- 1940 Stockton Walk Ln
- 2366 Hidden Ln
- 2670 Holly Springs Dr
- 1561 Summit Pond Rd (Pond)
- 2181 Windsor Dr
- 2216 Windsor Dr

Projected Stormwater Projects

FY 2027 Project Estimate – \$1,425,000
Linear Footage – 2,923



Projected List FY 2027:

- 1928 Harbour Oaks Dr
- 2447 Bellwood Ct
- 2088 Harbour Oaks Dr
- 2108 Harbour Oaks Dr
- 2371 Wairridge Dr
- 2341 Jones Ct
- 3039 Dale Ct
- 2623 Dorian Dr



Capital Request

► Ford F150

New Department Vehicle Estimate \$52,000.00 equipped



► Rotary Vehicle Lift

16,000 lb. lift for Fleet Shop Estimate \$26,000.00 installed

Grant Purchases

GMA/WCSIF Safety Grant

- ✓ Flammable Storage Cabinet - \$1,800
- ✓ Playground Mulch - \$1,800
- ✓ Misc. PPE / AED - \$1,300



USTA

- ✓ May - Tennis Month - \$1,400
- ✓ Sept - Open Tennis Fest - \$1,000
- **Purchased supplies for courts: nets, balls, scores

Park Maintenance

2025 Staff

- ✓ 2025 = Continued with staffing struggles
- ✓ Three (3) new staff hired 2025 (1 July / 1 Nov / 1 Dec)
- ✓ One staff person promoted to new position in Nov
- ✓ 7 Maintenance Staff: 1= 4 yr 1= 3 yr 5= 3 month to year
- ✓ Inexperienced group, but ton of potential

2025 Park Issues

- ✓ CSW's still low/inconsistent
- ✓ Inconsistent weather hampered routine maint projects
- ✓ Big unexpected costs for repairs/damage:

Lakeside RR damage/Williams RR PRV/Marigold Building HVAC
Waterline break softball building/roadway 6" waterline repair/etc

Active Adult Center

- ✓ Membership continue increase: 2023 = 702 (28.5% R / 71.5% NR)
2025 = 795 (25.5% R / 74.5% NR)
- ✓ Word of Mouth biggest contributor to high membership
- ✓ Programming increase: Using Betty room at park 1-3x month
New 2025: Tai Chi / Stretch & Strength / Fun with Paints
- ✓ Special Events: 11
- ✓ Trips: Local/Day trips - 10
- ✓ Overnight/multi-day trips - 3 (1 postponed - weather)
(All trips charter bus is used for transportation - up to 50)
(Still have multiple trips that have waiting lists)

Active Adult Center

Always having a good time:
Classes, parties, trips!!



SPRD PROGRMMING 2025

Briscoe Park Tennis

- ✓ Home Court: ALTA Girls U15 & U18 Teams, ALTA Men's, Women's and Co-ed Teams
- ✓ Snellville Monarchs: Adult Men, Women & youth leagues

SPRD Clinics / Lessons



Courts Re-surfaced



2025 ALTA Women's Division Winners



2025 ALTA Junior Champs



SPRD Programming 2025

ATHLETICS

- ✓ All In Youth Soccer
- ✓ NFL Youth Flag Football
- ✓ SPRD Youth Basketball
- ✓ SPRD Adult Co-Ed Softball
- ✓ SPRD Adult Men's Softball
- ✓ SPRD Youth Summer Kickball



SPRD Programming 2025

CLASSES

Betty McMichael Room
Jazzercise classes 3x week (Adults)
Martial Arts classes weekly (Youth)



PROGRAMS

Summer Camp
Swim Lessons



SPRD SPECIAL EVENTS

- ✓ Annual Family Fun Day (April) – Well attended, good reviews



- ✓ Pool Party



SPRD SPECIAL EVENTS

- ✓ Cool Cars @ Briscoe (November)

\$2,700 raised for SPD "Shop with a Cop" program



- ✓ Cool Cars @ Briscoe (April)

\$2,000 raised for Gwinnett Humane Society



RecDesk Software

- ✓ RecDesk.com - recreation management software (2023)
Continues to be a great choice to elevate SPRD reservations, information exchange and internal information tracking.

- ✓ ONLINE registrations/rental payments
- ✓ Facility scheduling, POS, email/text blasting, league scheduling, and more

- ✓ Flex Calendar allows for quick look at what's going on
Interactive for citizens and staff.

- ✓ Will be even more useful for execution of Community Center logistics & tracking of information/usage.

2025 Expenditures

- ✓ Continued to have unexpected repairs
Park shop compressor - \$1,800
- Marigold Building HVAC control board - \$1,600
Replace metal door Williams RR - \$2,500
- Replace Lakeside RR sink/toilet (vandalism) - \$1,500
Softball hub waterline repair - \$4,200
- Replace Williams RR PRV/pipe - \$2,500
Replace 6" roadway valve/pipe - \$4,700

- ✓ Higher expenditures for increase participation leagues
Increase in basketball participation (more uniforms, supplies, officials)
Increase in summer camp participants (more supplies, staff)

2025 Revenue Increases

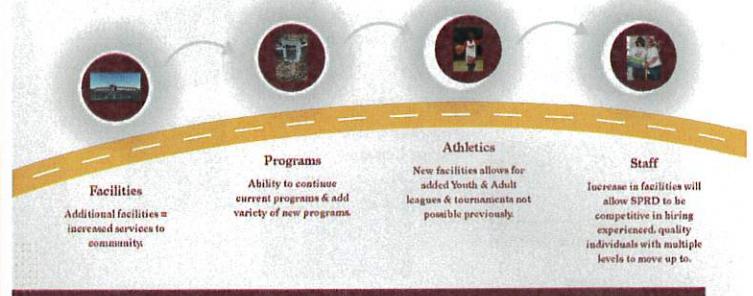
- ✓ Youth Soccer = \$30,580 (2025-326)
Soccer last 10 years – Always highest revenue
- ✓ Youth Basketball = \$32,005 (2024-63 / 2025-137)
Basketball in 2nd full year
(At church gym with limited courts)
- ✓ Summer Camp = \$35,606 (2024-334 / 2025-383)
(2nd year - SPRD run/Marigold Building)

FACILITIES MAKE THE DIFFERENCE!!

SUMMARY 2025

- ✓ Continued increase participation with newer programs.
 - ✓ Serving more youth than ever before.
- ✓ RecDesk software allowing SPRD to serve community better, track & gather info quicker, communicate in bulk to be more efficient.
- ✓ Creating SPRD Operating Procedures for everyday use by staff.
 - ✓ Retirements/shuffling of staff creating promotions/advancements.
- ✓ Maint staff finally full, be more proactive, than reactive!!
- ✓ Staff excited about prospect of new facilities/programs.

SPRD LOOKING AHEAD



BRISCOE PARK MASTER PLAN-PHASE III

T.W. BRISCOE COMMUNITY CENTER

- 2014 - Start Phase III Master Plan process
 - (2 public meetings for input/Council disagreements/project ceased)
- 2019 - 2 more public input meetings
 - (COVID hit/project ceased)
- 2021 - Survey to get public feedback again.
 - (Revised Park Master Plan was created 2021).
- 2022 - Decision made to demo old PW/Park Maint shop. Build new shop prior to CC.
- 2023 - Started CC process again.
- 2024 - Projected building estimate higher than expected
 - (Adjusted original building size/scope to lower project fee).
- Project was approved with building size modifications.

T.W. BRISCOE COMMUNITY CENTER

Original Site



Demo basketball

After demo

Opposite view

Tennis / Park Office
in background

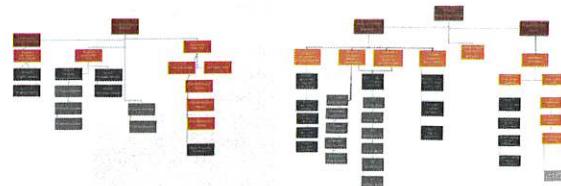


T.W. BRISCOE COMMUNITY CENTER



SPRD LOOKING AHEAD

Organizational Chart



SPRD LOOKING AHEAD

STAFF

COMMUNITY CENTER VS PARK OFFICE

- ✓ Currently Park Office 40 hrs week vs 79+ hrs Comm Center
 - ✓ Programs expand due to more "multi-use" space
- ✓ Multiple use of various rooms/courts vs 1 room @ Park Office

ORGANIZATIONAL CHART

- ✓ Current: 10 FT / 6 Perm PT / 6 PT (22)
- ✓ Projected: 14 FT / 13 Perm PT / 6 PT (33 +/-) **6-10 PT Seasonal (May need to adjust positions from Perm PT to FT)

SPRD LOOKING AHEAD

EXPENDITURES

- ✓ Additional facilities = increase maintenance & janitorial supplies
 - ✓ Increase in staff
- ✓ Increase participation in current leagues/programs
 - ✓ Increase in AAC membership/programs

- ✓ TW Briscoe CC will be a jewel for City BUT

Cannot forget that Briscoe Park is 95 acres and CC just 1 part!! SPRD wants to make rest of park shine just as brightly, along with Oak Road Park & AAC

That will take increased funding!!

REVENUE

- ✓ Increase for rise Basketball & Summer Camp participants
 - ✓ Increase revenue for new programs, classes, rentals

PARKS AND RECREATION

- ✓ SPRD member of National Recreation & Parks Assoc (NRPA)
- ✓ Member of Georgia Recreation & Parks Association (GRPA) District 7
- ✓ As we add various leagues (adult & youth) we will compete on Dist level with other agencies within Dist. 7
- ✓ Winning teams from Dist level will then move on to compete against agencies within the STATE of Georgia.

PARKS AND RECREATION

- ✓ We will continue to elevate amount of programming on all levels for Youth & Adult

Via

- ✓ New, quality facilities.
- ✓ Improving current programs / athletics.
- ✓ Offering NEW programs / athletic opportunities.
- ✓ Continue to hire qualified & experienced staff.

PARKS AND RECREATION

- ✓ SPRD needs the continued support of Mayor/Council moving forward.
- ✓ SPRD already serving our community at a high & successful level (New youth programs continue increase in participation Tennis courts & programs full Active Adult Center membership increases & program wait lists)
- ✓ SPRD has the ability continue to raise our level of service thru new facilities & programs with your support.
- ✓ We need your support as we move into this next exciting phase of growth!!

PARKS AND RECREATION





POLICE DEPARTMENT

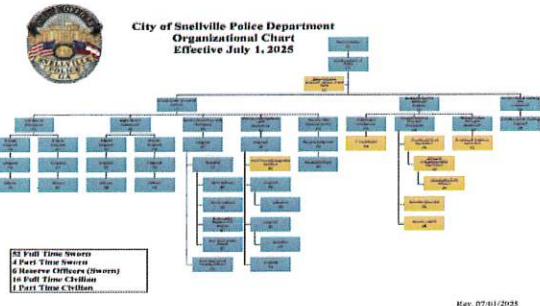
Greg Perry, Chief of Police



Key Topics

- Department Organization
- 2025 Crime in the City
- 2025 Department Activity / Awards
- 2025 Major Purchases
- Upcoming Fiscal Year

Organizational Structure



Crime in Our City

► Homicide - 2

Domestic Related Murder/Suicide = Westridge Drive
Drug Related Murder = Eaglewood Way

► Rape - 4

One case unfounded, one case inactive (victim did not wish to cooperate), one case waiting on Grand Jury indictment, one cleared by arrest. No rape offenses were stronger via victim incidents.

► Robbery - 4

Lowest number of robbery incidents in the modern history of the police department. It was common to have over 20 robberies in the early 2000's.

Crime in Our City

► Aggravated Assault - 28

This area is remaining consistent with previous years. Most of these offenses are connected to domestic violence.

► Burglary - 19

The number of incidents is a record low and includes both residential and commercial burglary offenses. It was common to have well over 100 burglaries in the early 2000's.

► Theft - 344

This is a 17% reduction from the previous year. Includes shoplifting offenses.

Department Activity

► Calls for Service - 101,818

7% increase in calls for service compared to activity in 2024, and a 23% increase compared to activity in 2023.

► Training Hours - 7,424

Includes 120 hours in use of force, 87 hours in de-escalation, 205 hours in community policing, 73 hours in gang awareness, and 105 hours in human trafficking.

► Incident Reports Taken - 5,029

Department Activity

- ▶ **Vehicle Crash Investigations** – 1,679
10% reduction in accidents reported.
- ▶ **Arrests** – 1,394
Approximately 10% reduction in arrests required.
- ▶ **Traffic Stops Performed** – 22,979 (34% received verbal warning)
Slight increase from activity in 2024.

Department Activity

- ▶ **Citations and Written Warnings** – 17,150
Slight increase from the previous year
- ▶ **Vehicle Pursuits** – 27
Slight increase from 2024. However, significantly lower than the high of over 60 pursuits in 2020. New policy that was created in 2021 is still showing to be effective.
- ▶ **Use of Force Incidents** – 14
60% reduction from use of force incidents in 2024. All but one (1) incident deemed within policy and legal. 1% of arrest incidents involve a use of force. No officer involved shootings.

Department Activity

- ▶ **Citizen Complaints** - 13
One (1) pending investigation, three (3) sustained, nine (9) unfounded/exonerated/not sustained. None of the citizen complaints involved serious allegations.
- ▶ **Governor's Challenge** -
Received 2nd place in GOIBS nomination category, 1st place overall in distracted driving enforcement/education.
- ▶ **District Attorney's Office Law Enforcement Award** -
Off. Mossman and Ofc. Lash for their actions on an arrest of a dangerous armed felon intending to murder his former partner.

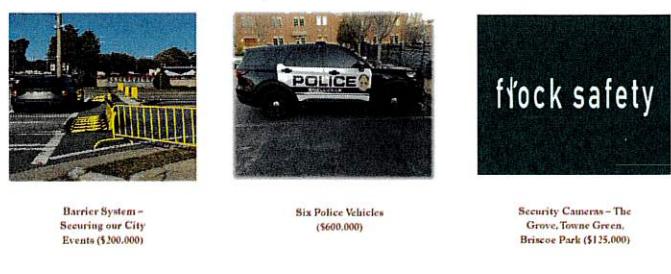
Department Activity

- ▶ **GOIBS HEAT Grant Renewal** -
This will be the last year of the HEAT grant. We will reapply in 2027/2028 federal fiscal year.
- ▶ **Community Engagement** -


Department Activity



Major Purchases

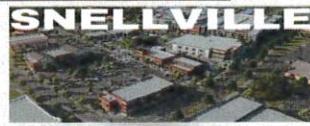


Barrier System –
Securing our City
Events (\$200,000)

Six Police Vehicles
(\$600,000)

Security Cameras – The
Grove, Towne Green,
Briscoe Park (\$125,000)

Personnel Request



Increase Communications Personnel

Two (2) additional
communications officers
(2027/2028)

Downtown Patrol Unit

Two (2) additional officers
to focus patrols on
downtown area to include
community outreach
(2027/2028)

Benefits Improvement

► GMA Defined Benefit Retirement Plan

Duluth, Norcross, Lilburn, Suwanee, Loganville, Auburn, Buford, and Braselton all have joined this program.

- City of Lawrenceville is the only current police city in the county that does not provide this benefit. However, they nearly double the contribution for their employees compared to Snellville.
- Last assessment provided by GMA showed no increase in funding required by the City of Snellville with an employee contribution included.