



**City of Lilburn
City Council Work Session Agenda**

January 12, 2026, at 6:30 PM

Lilburn City Hall, 340 Main St., Lilburn, GA 30047

*Council Members:
Johnny Crist, Mayor
Christina van Maanen, Post 1
Scott Batterton, Post 2
Michael Hart, Post 3
Emil Powella, Post 4*

I. Call to Order

II. Announcements

1. Announcements

1. Martin Luther King Jr. Day, City Hall and Library closed

January 19, 2026, all day

2. Mayor Crist's Town Hall Meeting

January 20, 2026, 7:00 PM - 8:15 PM @ Lilburn City Hall, Preston Room

3. Downtown Development Authority Meeting

January 21, 2026, 6:30 PM - 8:00 PM @ Lilburn City Hall, Work Session Room

4. Planning Commission Meeting

January 22, 2026, 7:00 PM @ Lilburn City Hall, Council Chambers

III. Approval of Minutes

December 8, 2025, City Council Work Session Draft Minutes

Documents:

[DECEMBER 8, 2025 CITY COUNCIL WORK SESSION DRAFT MINUTES.PDF](#)

IV. Financial Reports

Dec 2025 50K plus payments

Dec 2025 TAD2 payments - N/A

FY25-26 4th Qtr. REVENUE Report

FY25-26 4th Qtr. Report

Documents:

[DEC 2025 50K PLUS PAYMENTS.PDF](#)
[FY25-26 4TH QTR REPORT REVENUE.PDF](#)
[FY25-26 4TH QTR REPORT.PDF](#)

V. Special Presentation

Winter Weather Preparedness by Roy Whitehead

Property Maintenance Code by Jenny Simpkins and Chief Dusik

VI. Public Hearing

1. Public Hearing Item No. 1 - Approval of Ordinance No. 2026-663, an Ordinance amending the text of Appendix B – Article 7, Sec. 7.5 – Street Cuts of the Official Code of the City of Lilburn

Text amendments are proposed to Appendix B, Article 7, Sec. 7.5 – Street Cuts, to provide for a visual detail for restoration of cobblestone roads in the event of street cuts for utility installation.

These amendments are proposed to ensure the proper restoration of Railroad Avenue in the event of street cuts for utility installation. Staff worked with the Developer and TSW to develop the detail per the manufacturers guidelines.

Documents:

PH ITEM NO. 1 - AGENDA FORM - DR TEXT AMENDMENTS.PDF
PH ITEM NO. 1 -ATTACH 1 - STAFF RECOMMENDATION.PDF
PH ITEM NO 1 - ATTACH 2 - DRAFT ORD NR. 2026-663 - DEV REG
TEXT AMENDMENTS.PDF
PH ITEM NO. 1 - ATTACH 3 - DRAFT PC MEETING MINUTES -
12.18.25.PDF

2. Public Hearing Item No. 2 - Approval of Ordinance 2026-664, an Ordinance to amend the official Zoning Map updating SUP-2025-04 granting an auto use for Auto and Truck Service Center

Applicant, Mustangs LLC, is requesting a Special Use Permit to allow for Automotive and Truck Service Center on the property located at 406 Pleasant Hill Rd, R6151 004. The subject property is comprised of 1.26+/- acres. The lot is zoned CB, Commercial Business.

Based on staff interpretation of the criteria for granting a Special Use Permit found in Article 10, Section 1003 of the Lilburn Zoning Ordinance, the applicant's request meets the criteria for the proposed use and for the granting of a Special Use Permit.

Staff is recommending approval with conditions. The Planning Commission elected to revise condition 1 and add a 12th condition to those proposed by staff. Staff is in agreement, and these amendments have been incorporated into the Draft Ordinance.

Documents:

PH ITEM NO. 2 - AGENDA FORM - SUP-2025-04.PDF
PH ITEM NO. 2 - ATTACH 1 - SUP-2025-04 - APPLICATION
PACKAGE.PDF
PH ITEM NO. 2 - ATTACH 2 - SUP-2025-04 - STAFF REPORT AND
RECOMMENDATION.PDF
PH ITEM NO. 2 - ATTACH 3 - DRAFT PC MEETING MINUTES -
12.18.25.PDF
PH ITEM NO. 2 - ATTACH 4 - DRAFT ORD 2025-664_JS.PDF

VII. Agenda

1. Agenda Item No. 1 - Approval of 2026 Mayor and City Council Appointments

Each calendar year it is necessary for the Mayor and City Council to appoint the Mayor Pro-Tem, City Attorney, Legal Organ, Council Responsibilities, Municipal Judges and Solicitor(s), and members to all Commissions and Boards.

Documents:

AGENDA ITEM 1 - AGENDA FORM.PDF
AGENDA ITEM NO. 1 - ATTACH 1 - APPROVAL OF 2026 MAYOR

AND CITY COUNCIL APPOINTMENTS.PDF

2. Agenda Item No. 2 - Approval of Ordinance 2026-665, an Ordinance amending Chapter 30 of the Code of Ordinances of The City of Lilburn entitled "Municipal Court" so as to add a New Section 30-4 of the Chapter to be entitled "Rules Of Municipal Court".

This amendment will update Chapter 30 of the Code of Ordinances of The City of Lilburn entitled "Municipal Court" so as to add a New Section 30-4 of the Chapter to be entitled "Rules Of Municipal Court", allowing the Municipal Court to develop operating procedures, forms, and other documents to support orderly court operations and promote clarity for staff, litigants, and the public.

Documents:

[AGENDA ITEM NO. 2 - AGENDA FROM.PDF](#)
[AGENDA ITEM NO. 2 - ATTACH 1 ORDINANCE 2026-665.PDF](#)

3. Agenda Item No. 3 - Approval of Contract No. 2026-01, a settlement agreement with Francis Cole at no cost to the City of Lilburn.

The city charged Frances Cole, owner of 4415 Lilburn Industrial Way, with 38 counts of various code violations, and the Municipal Court judge found Cole guilty of 35 of the 38 counts on February 20, 2025. Cole was fined \$10,000 and placed on probation for 24 months. Cole filed a Petition for Review in the Gwinnett Superior Court. On September 10, 2025, the Superior Court vacated and set aside the judgement and sentence of the Lilburn Municipal Court. Lilburn filed a Petition for Discretionary Review with the Georgia Court of Appeals within 30 days, and the petition was granted.

Since this time, we've been working toward a Settlement Agreement. Staff recommends approval of the proposed Agreement, and it has been approved by Cole and her attorney.

Documents:

[AGENDA ITEM NO. 3 - AGENDA FORM.PDF](#)
[AGENDA ITEM NO. 3 - ATTACH 1.PDF](#)
[AGENDA ITEM NO. 3 - ATTACH 2.PDF](#)

VIII. Adjournment

As set forth in the Americans with Disabilities Act of 1990, the City of Lilburn does not discriminate on the basis of disability in the admission or access to, or treatment or employment in its programs or activities. City Clerk, 340 Main Street, Lilburn, GA 30047 has been designated to coordinate compliance with the non-discrimination requirements contained in section 35.107 of the Department of Justice regulations, information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereunder, are available from the ADA coordinator.

The City of Lilburn will assist citizens with special needs given proper notice (seven working days). Any requests for reasonable accommodations required by individuals to fully participate in any open meeting, program or activity of the City of Lilburn should be directed to City Clerk, 340 Main

Street, Lilburn, GA 30047, telephone number 770-921-2210.