City of Lilburn
City Council Work Session

August 12, 2024 at 6:00 p.m.
Lilburn City Hall, 340 Main Street, Lilburn, GA 30047

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

I. Work Session
   a. Proposed changes to Occupational Tax presented by Rebecca Baumann, Business Services Manager
      Documents: 8/12/24 Occupational Tax Presentation
   b. Proposed changes to Sign Ordinance presented by Reid Turner, Planning Manager
   c. Projected Impact of House Bill 581 on Lilburn property tax revenue presented by Sherrie Smith, Finance Director
      Documents: 8/12/24 House Bill 581 Impact Presentation
   d. Reports:
      i. 2nd Quarter 2024 financial report
      ii. One-time purchases over $50,000 for the month of July 2024
      iii. Purchases from Fund 235, Tax Allocation District, for the month of July 2024

II. Councilmember Policy Requests
   a. Modify Council’s process for requesting new policies – requested by Mayor Crist
   b. Modify the phasing and landscape strip requirements for the MU Zoning District – requested by Councilmember van Maanen
c. Modify the short-term rental policy to require property owner presence during rentals – requested by Councilmember van Maanen

d. Modify the requirements for homeowners’ associations by limiting renter-occupied units to no more than 20% and requiring turnover to property owners at 80% completion – requested by Councilmember Batterton

III. Approval of Agenda

IV. Announcements

1. Food Truck Tuesday
   August 13, 2024, 6:00 PM - 9:00 PM @ Lilburn City Park

2. Town Hall Meeting
   August 19, 2024, 7:00 PM - 8:15 PM @ Lilburn City Hall, Preston Room

3. Downtown Development Authority
   August 21, 2024, 6:30 PM - 8:00 PM @ Lilburn City Hall, Work Session Room

4. Rock the Park
   August 24, 2024, 6:30 PM - 9:30 PM @ Lilburn City Park

V. Ceremonial Matter

VI. Approval of Minutes

a. July 8, 2024, City Council Meeting Draft Minutes
   Documents:
   JULY 8, 2024, CITY COUNCIL MEETING DRAFT MINUTES

VII. Public Hearing

a. Public Hearing Item No. 1: Approval of La Michoacana Loca Group Inc at 440 Pleasant Hill Rd, Suite 101 for an alcohol license.
   Documents:
   PH ITEM NO. 1 – AGENDA FORM
   PH ITEM NO. 1 – ATTACH 1 – LA MICHOACANA LOCA GROUP INC LICENSE APPLICATION

VIII. Consent Agenda

IX. Agenda

a. Agenda Item No. 1: Approval of Resolution No. 2024-05, a Resolution establishing the FY 24-25 fee schedule for the City of Lilburn.
   Documents:
   AGENDA ITEM NO. 1 – AGENDA FORM
   AGENDA ITEM NO. 1 – RESOLUTION 2024-05
b. Agenda Item No. 2: Approval of Ordinance No. 2024-633, an Ordinance amending Chapter 6 of Alcoholic Beverage to clarify language, job title changes, and address new process requirements due to changes in state law.

Documents:
AGENDA ITEM NO. 2 – AGENDA FORM
AGENDA ITEM NO. 2 – ATTACH 1 – ORDINANCE NO. 2024-633
AGENDA ITEM NO. 2 – ATTACH 2 – CITY OF LILBURN ZONING MAP

c. Agenda Item No. 3: Approval of Ordinance No. 2024-634, an Ordinance amending the City Code regarding city holidays to add Martin Luther King Jr. Day and Juneteenth as official city holidays.

Documents:
AGENDA ITEM NO. 3 – AGENDA FORM
AGENDA ITEM NO. 3 – ATTACH 1 – ORDINANCE NO. 2024-634
AGENDA ITEM NO. 3 – ATTACH 2 – PROPOSED AMENDMENT TO PERSONNEL POLICIES AND PROCEDURES MANUAL
AGENDA ITEM NO. 3 – ATTACH 3 – COMPARISON OF HOLIDAYS AMONG GWINNETT CITIES

d. Agenda Item No. 4: Approval of master concept plan as submitted by the Lilburn Downtown Development Authority for the mixed-use development of 2.61-acres zoned MU at the intersection of First and Main.

Documents:
AGENDA ITEM NO. 4 – AGENDA FORM
AGENDA ITEM NO. 4 – MASTER CONCEPT PLAN
AGENDA ITEM NO. 4 – DEVELOPMENT SUMMARY REPORT

e. Agenda Item No. 5: Approval of Ordinance No. 2024-635, an Ordinance amending Chapter 112 of Signs.

Documents:
AGENDA ITEM NO. 5 – AGENDA FORM
AGENDA ITEM NO. 5 – DRAFT ORDINANCE NO. 2024-635

X. Adjournment

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 the City Clerk, 340 Main Street, Lilburn, GA, 30047, telephone number 770-638-2230.