



**City of Lilburn
City Council Meeting Agenda**

**September 8, 2025 City Council Meeting
Lilburn City Hall, 340 Main St., Lilburn, GA 30047**

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

- I. Executive Session (if necessary)**
- II. Call to Order**
- III. Roll Call**
- IV. Pledge to the Flag**
- V. Approval of Agenda**
- VI. Announcements**

Announcements

- 1. Food Trucks

Every Tuesday, 12:00PM - 7:00PM @ First and Main

- 2. Rock the Park feat. The Stranger Live - Billy Joel Tribute

September 13, 2025 from 7:00 PM - 9:30 PM @ Lilburn Park

- 3. Town Hall Meeting

September 15, 2025 from 7:00PM - 8:15 PM @ Preston Room, Lilburn City Hall

- 4. Downtown Development Authority Meeting

September 17, 2025 from 6:30 PM 0 8:00 PM @ Lilburn City Hall, Work Session Room

5. Planning Commission Meeting

September 25, 2025 from 7:00 PM - 8:00 PM @ Lilburn City Hall, Council Chambers

VII. Approval of Minutes

1. August 11, 2025 City Council Executive Session Draft Minutes

Documents:

[08-11-2025 EXECUTIVE MINUTES DRAFT.PDF](#)

2. August 11, 2025 City Council Meeting Draft Minutes

Documents:

[CITY COUNCIL MEETING AUGUST 11 2025 DRAFT MINUTES.PDF](#)

VIII. Consent Agenda

All items listed below are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event the item will be removed from the Consent Agenda and considered separately.

IX. Agenda

1. Agenda Item No. 1: Approval of Ordinance No. 2025-655, an Ordinance amending Chapter 70 of Lilburn City Code, expanding the authority of the Chief of Police to designate traffic control signage on city streets.

This amendment modification will grant the Chief of Police authority to designate traffic control devices on city-maintained streets when necessary for public safety to include signage regarding truck route/ weight limits and no parking zones. This will allow problematic areas to be addressed in a timely manner.

Public Hearing (Y/N)	N
Department:	Police Department
Presenter:	Chief Dusik
Staff Recommendations:	Motion to approve Ordinance No. 2025-655, an Ordinance amending Chapter 70 of Lilburn City Code, expanding the authority of the Chief of Police to designate traffic control signage on city streets.
Department Head Approval:	J. Simpkins
Mayor's Signature Required:	Yes

Documents:

[AGENDA ITEM NO. 1 - AGENDA FORM.PDF](#)
[ORDINANCE 2025-655 DRAFT.PDF](#)

2. Agenda Item No. 2 - Approval of Resolution 2025-09, a Resolution Adopting the date of billing Ad Valorem Property Taxes, Streetlight Assessments and Solid

Waste Fees as on or before October 1, 2025 and the collection due the City of Lilburn date of said billing as December 1, 2025; and affirming that Partial Payments Collected will be distributed evenly among the items billed.

Resolution No. 2021-03 adopted June 14, 2021, a Resolution adopting the Billing/collecting date of Ad Valorem Property Taxes, Streetlight Assessments and Solid Waste Fees as on or before September 15, 2021, and November 15, 2021. 2025 billing and collecting dates must be delayed due to Gwinnett County tax digest submission to the state for a later approval.

Public Hearing (Y/N) N
Department: Financial Services
Presenter: Sherrie Smith
Staff Recommendations: Motion to approve Resolution No. 2025-09 adjusting Ad Valorem, Streetlight Assmt. and Solid Waste billing and due dates. Partial Payments will be distributed across billed items. Adjusted billing date Oct. 1, 2025 and due to City of Lilburn Dec. 1, 2025.
Department Head Approval: SS
Mayor's Signature Required: Yes

Documents:

[AGENDA ITEM NO. 2 - AGENDA FORM.PDF](#)
[AGENDA ITEM NO. 2 - ATTACH 1 - 2025 RESOLUTION 2025-09 TO ADJUST PROPERTY TAX BILLING AND COLLECTION DATES.PDF](#)

3. Agenda Item No. 3: Approval of Resolution No. 2025-10, a Resolution authorizing a loan of \$850,000 plus closing costs to the Lilburn Downtown Development Authority.

The Downtown Development Authority would like to exercise its right to purchase 100 Main Street, a 0.77-acre commercial tract currently owned by LilburnMain, LLC (R6135 385) in the amount of \$850,000 plus closing costs. The option to purchase expires November 1, 2025. The Resolution authorizes the loan, and an Intergovernmental Agreement outlines the terms and conditions.

Public Hearing (Y/N) N
Department: City Manager
Presenter: Jenny Simpkins
Staff Recommendations: Motion to approve Resolution No. 2025-10, a Resolution authorizing a loan of \$850,000 plus closing costs to the Lilburn Downtown Development Authority.
Department Head Approval: J. Simpkins
Mayor's Signature Required: Yes

Documents:

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

4. Agenda Item No. 4: Approval of Contract No. 68-2025, an Intergovernmental

Agreement between the City of Lilburn and the Lilburn Downtown Development Authority

The Downtown Development Authority would like to exercise its right to purchase 100 Main Street, a 0.77-acre commercial tract currently owned by LilburnMain, LLC (R6135 385) in the amount of \$850,000 plus closing costs. The option to purchase expires November 1, 2025.

Public Hearing (Y/N) N
Department: City Manager
Presenter: Jenny Simpkins
Staff Recommendations: Motion to approve Contract No. 68-2025, an Intergovernmental Agreement between the City of Lilburn and the Lilburn Downtown Development Authority.
Department Head Approval: J. Simpkins
Mayor's Signature Required: Yes

Documents:

[AGENDA ITEM NO. 4 - AGENDA FORM.PDF](#)
[AGENDA ITEM NO. 4 - ATTACH 1.PDF](#)

5. Agenda Item No. 5: Approval of Ordinance No. 2025-653, Chapter 6- Alcoholic Beverages, Article III, Licensing and Regulation, Sec 6-87.2 – Regulations regarding Old Town Overlay District

Text amendment to Chapter 6- Alcoholic Beverages, Article III, Licensing and Regulation, Sec 6-87.2 – Regulations regarding Old Town Overlay District, to clarify language related to city property outside of the Old Town Overlay District. These revisions aim to ensure city property can obtain a special event alcohol license.

Public Hearing (Y/N) N
Department: Business Services
Presenter: Brianna Brower
Staff Recommendations: Motion to approve Ordinance No. 2025-653, an Ordinance amending the Alcohol Ordinance to clarify language relating to city property outside of Old Town Overlay District.
Department Head Approval: B. Brower

Documents:

[AGENDA ITEM NO. 5 - AGENDA FORM.PDF](#)
[AGENDA ITEM NO. 5 - ATTACH 1 - ORDINANCE NO. 2025-651.PDF](#)

6. Agenda Item No. 6: Resolution No. 2025-11, a Resolution imposing a moratorium barring the acceptance of applications for building permits for commercial drone hubs/terminals for six months.

Commercial goods delivery by drone is a trend being implemented in Texas. In Georgia, Walmart has approached multiple cities including Atlanta and Woodstock regarding drone delivery.

Additional study is needed to understand the implications on drone delivery on public safety. Therefore, staff is requesting a six month moratorium on the acceptance of applications for building permits for the drone hubs/terminals.

Public Hearing (Y/N)	N
Department:	City Manager
Presenter:	Jenny Simpkins
Staff Recommendations:	Motion to approve Resolution No. 2025-11, a Resolution imposing a moratorium barring the acceptance of applications for building permits for commercial drone hubs/terminals for six months.
Department Head Approval:	J. Simpkins
Mayor's Signature Required:	Yes

Documents:

[AGENDA ITEM NO. 6 - AGENDA FORM.PDF](#)
[AGENDA ITEM NO. 6 - ATTACH 1 - RES DRONE HUB MORATORIUM.PDF](#)

X. 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. The 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 the City Clerk, 340 Main Street, Lilburn, GA 30047, telephone number 770-921-2210.



**CITY OF LILBURN
EXECUTIVE SESSION AFFIDAVIT PURSUANT TO O.C.G.A. § 50-14-4(b)**

STATE OF GEORGIA
COUNTY OF GWINNETT

NOW COMES the undersigned having first been duly sworn who under oath deposes and says that at an Executive Session Meeting or a portion of a Regular Session of the City of Lilburn, Mayor and City Council on 08-11-2025 (Date), the subject matter of the meeting or closed portion was devoted exclusively to the discussion and consideration of matters within the exceptions provided by law, specifically identified as follows (Check one or more as appropriate):

- Consultation with legal counsel concerning pending or potential litigation, settlement, claims or other matters pursuant to O.C.G.A. §§ 50-14-1(b)(1)(A) and 50-14-2.
- The purchase, disposal, or leasing of property (other than real estate) pursuant to O.C.G.A. § 50-14-3(b)(1)(B).
- An appraisal related to the acquisition or disposal of real estate pursuant to O.C.G.A. § 50-14-3(b)(1)(C).
- The purchase, disposal, or leasing of real estate pursuant to O.C.G.A. §§ 50-14-3(b)(1)(D) and (E).
- Personnel Matters pursuant to O.C.G.A. § 50-14-3(b)(2).
- Meetings to consider a portion of a record made exempt from the Open Records Act pursuant to O.C.G.A. § 50-14-3(b)(3).

This 11th day of August, 2025.

Johnny Crist, Mayor

Sworn to and subscribed before me this _____ day of _____, 20_____.

Notary Public (Seal)

My Commission Expires:



EXECUTIVE SESSION MINUTES
MAYOR AND COUNCIL OF THE CITY OF LILBURN

DATE: 08-11-2025

- Johnny Crist, Mayor
Jenny Simpkins, City Manager
S. Scott Batterton, Mayor Pro-Tem
Anja Peay, City Clerk
Christina van Maanen, Post 1
Reid Tuner, Planning Director
Mike Hart, Post 3
Dick Carothers, City Attorney
Emil Powella, Post 4
Angela Couch, City Attorney

MOTION: M. Hart SECOND: E. Powella VOTE: TIME: 7:16 pm

MATTERS DISCUSSED

Real Estate pursuant to O.C.G.A § 50-14-3 (b)(1)D) and Personnel matters pursuant to O.C.G.A § 50-14-3(b)(2) were discussed

MOTION TO ADJOURN

EXECUTIVE SESSION: S. Batterton SECOND E. Powella VOTE TIME: 7:31 pm

Approved this 11th day of August, 2025.

Johnny Crist, Mayor

ATTEST:

Anja Peay, City Clerk



COUNCIL REPRESENTATION ATTENDING CLOSED SESSION

I attended the closed session described above and I acknowledge the Presiding Official has executed the affidavit in reliance upon my representation that I did not observe a violation of the Open Meetings Law and the Presiding Official may rely upon my representation that no illegal activities occurred with regard to this meeting.

So represented this, the 11 day of August, 2025.

Signatures of members participating in the meeting:

_____	_____
_____	_____



**City of Lilburn
City Council Meeting Minutes**

Draft

August 11, 2025 at 7:30 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. Executive Session (if necessary)
- II. Call to Order
Mayor Crist called the meeting to order at 7:31 p.m.
- III. Roll Call
Present:
Mayor Johnny Crist
Councilmember Christina van Maanen
Councilmember Scott Batterton
Councilmember Emil Powella
Councilmember Mike Hart
- IV. Pledge to Flag
Mayor Crist led the pledge of Allegiance.

- V. Approval of Agenda
Motion to approve the agenda for July 14, 2025, City Council meeting was made by Councilmember Batterton, seconded by Councilmember Powella.
Motion passed with a 4-0 vote.

- VI. Announcements
 - 1. Food Trucks
Every Tuesday, 12:00 AM - 7:00 PM @ First and Main

 - 2. Town Hall Meeting
August 18 2025, 7:00PM - 8:15 PM @ Preston Room, Lilburn City Hall

 - 3. Downtown Development Authority Meeting
August 20, 2025, 6:30 PM - 8:00 PM @ Lilburn City Hall, Work Session Room

 - 4. Special-Called City Council Work Session
August 25, 2025, 6:00 – 7:30 PM @ Lilburn City Hall, Work Session Room

 - 5. Fall Corn Hole League
August 28, 2025, 6:30 – 9:00 PM @ Lilburn City Park

 - 6. Planning Commission Meeting
August 28, 2025, 7:00 PM - 8:00 PM @ Lilburn City Hall, Council Chambers

 - 7. City Hall Closed – Labor Day
September 1, 2025, All Day

- VII. Ceremonial Matter

- VIII. Approval of Minutes
 - a. July 14, 2025, City Council Executive Session Minutes
Mayor Crist asked for a motion. Councilmember Powella made a motion to approve July 14, 2025, City Council Executive Session Draft Minutes, seconded by Councilmember Batterton.
Motion passed 4-0.

 - b. July 14, 2025, City Council Meeting Draft Minutes
Mayor Crist asked for a motion. Councilmember Powella made a motion to approve July 14, 2025, City Council Meeting Draft Minutes, seconded by Councilmember Batterton.
Motion passed 4-0.

IX. Public Hearing

X. Consent Agenda

All items listed below are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event the item will be removed from the Consent Agenda and considered separately.

XI. Agenda

a. Agenda Item No. 1:

Approval of Contract No. 63-2025, a Memorandum of Agreement between the City of Lilburn and the Georgia Department of Transportation for safety and aesthetic enhancements to the replacement of the bridge on State Route 8 over Jackson Creek in the amount of \$200,000.00. Funded by 2023 SPLOST.

Mayor Crist asked for a motion.

Councilmember van Maanen made a motion to approve Contract no. 63-2025, seconded by Councilmember Powella. Motion passed with a 4-0 vote.

b. Agenda Item No. 2:

Approval of Contract No. 66-2025 for street repair and resurfacing various city streets within the City of Lilburn to Blount Construction Company Inc. in the amount of \$512,190.31. Further, the approval of the City Manager to execute the contract.

Public Works Director Mike Helton reported that the City leveraged Gwinnett County's existing contract with a construction company already working in an adjacent area. This allowed the City to benefit from favorable bidding terms. The project is expected to be completed by Thanksgiving 2025. Of the total project cost of \$512,190.31, approximately \$124,000.00 will be funded through the City's Capital Transportation Fund, with the remainder covered by two State of Georgia Local Maintenance Improvement Grants and one Local Road Agency Grant.

Mayor Crist asked for a motion.

Councilmember van Maanen made a motion to approve Contract no. 66-2025, seconded by Councilmember Powella. Motion passed with a 4-0 vote

XI. Adjournment

Mayor Crist adjourned the August 11, 2025 City Council meeting at 7:44 p.m.

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.

**CITY OF LILBURN
AGENDA ITEM NO. 1**

Date:	August 6, 2025	To: Mayor and Council	August 6, 2025
From:	C. Dusik	Department:	Police
Work Session/Reg. Mtg. Date Requested:	September 8, 2025	Presenter:	Chief Dusik
Agenda Title:	Approval of Ordinance No. 2025-655, an Ordinance amending Chapter 70 of Lilburn City Code, expanding the authority of the Chief of Police to designate traffic control signage on city streets.		
Audio/Visual Requirements:	Yes/No/NA		

Agenda Item Description (Background/History/Details):
This amendment modification will grant the Chief of Police authority to designate traffic control devices on city-maintained streets when necessary for public safety to include signage regarding truck route/ weight limits and no parking zones. This will allow problematic areas to be addressed in a timely manner.

Staff Recommendations (Motion) :
Staff recommends the following: “Motion to approve Ordinance No. 2025-655, an Ordinance amending Chapter 70 of Lilburn City Code, expanding the authority of the Chief of Police to designate traffic control signage on city streets.”

Department Head Approval:	JS
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Mayor’s Signature Required:	YES	NO
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List Attachments:
1. Ordinance No. 2025-655

Financial Information (For Financial Services Use Only)

Budgeted Yes/No	Fund Name & Code	Current Balance	Requested Allocation	City Manager’s Initials



City of Lilburn
Lilburn, Georgia

Ordinance No.
2025-655

STATE OF GEORGIA
COUNTY OF GWINNETT

Date of Reading and Adoption: September 8, 2025
At the regular meeting of the Lilburn City Council

AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF THE CITY OF LILBURN, GEORGIA RELATING TO TRAFFIC, SPEED, TRUCK, PARKING, AND OTHER ZONES, SIGNS AND TRAFFIC CONTROL DEVICES; TO PROVIDE FOR SEVERABILITY; TO PROVIDE AN EFFECTIVE DATE; TO REPEAL ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HERewith; AND FOR OTHER PURPOSES.

WHEREAS, the Mayor and Council for the City of Lilburn hereby amends Sec. 70-3 as follows:

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Lilburn, Georgia, sitting in regular session on September 8, 2025, that Section 70-3 of The Code of the City of Lilburn, Georgia, is hereby amended to read as follows:

(a) The police chief or a designee thereof is authorized to issue written orders designating by appropriate traffic control signs, markings and devices when necessary for public order and safety:

- (1) Pedestrian crosswalks;
- (2) Other safety zones for pedestrians;
- (3) Traffic lanes; and
- (4) Any other sign, marking or zone necessary for orderly and safe conditions on city-maintained streets, other than:
 - a. Speed zones;
 - b. One-way streets and other directional control devices;
 - c. Freight loading zones and regulations;
 - d. Stop, yield and other right-of-way signs; and
 - e. Stop signals and other traffic signals.

(b) The police chief shall maintain or cause to be recorded a current schedule of all traffic rules, regulations and orders under this section and all traffic ordinances providing for traffic control signs, signals, devices and marking for specific location, which record shall be available for inspection by the public.

(c) All traffic control signs, signals, devices and markings shall conform to specifications in the signals required hereunder for a particular purpose shall, so far as practicable, be uniform as to type and location throughout the city. All traffic control devices so erected and not inconsistent with the provisions of state law or this code shall be official traffic control devices of the city.

(d) The Mayor and City Council establish the following speed zones based on a traffic engineering investigation as required by Georgia law.

(e) It is unlawful to use radar detection devices on any state route, county road or city street not listed in this section.

(f) This section includes all construction/work zones on any state routes, county roads or city street, as posted when signed in accordance with O.C.G.A. § 40-6-188.

The charts, currently in the existing Sec. 70-3 of on and off system roadways for speed limit streets permitted for use of speed detection devices remain in effect.

SO ORDAINED this 8th day of September, 2025.

APPROVED:

Johnny Crist, Mayor

ATTEST/AUTHENTICATED:

Anja Peay, City Clerk
(Seal)

**CITY OF LILBURN
AGENDA ITEM NO. 2**

Date:	August 25, 2025	To: Mayor and Council	August 25, 2025
From:	Sherrie Smith	Department:	Financial Services
Work Session/Reg. Mtg. Date Requested:	September 8, 2025	Presenter:	Sherrie Smith Financial Services
Agenda Title:	A Resolution Adopting the date of billing Ad Valorem Property Taxes, Streetlight Assessments and Solid Waste Fees as on or before October 1, 2025 and the collection due the City of Lilburn date of said billing as December 1, 2025; and affirming that Partial Payments Collected will be distributed evenly among the items billed.		
Audio/Visual Requirements:	NA		

Agenda Item Description (Background/History/Details):
Resolution No. 2021-03 adopted June 14, 2021, a Resolution adopting the Billing/collecting date of Ad Valorem Property Taxes, Streetlight Assessments and Solid Waste Fees as on or before September 15, 2021, and November 15, 2021. 2025 billing and collecting dates must be delayed due to Gwinnett County tax digest submission to the state for a later approval.

Staff Recommendations (Motion) :
Staff recommends the following: “Motion to approve” Resolution No. 2025-09 adjusting Ad Valorem, Streetlight Assessments and Solid Waste Fees billing and due dates and affirm that Partial Payments will be distributed between items billed per individual bill. Adjusted billing date October 1, 2025 and due to City of Lilburn December 1, 2025.

Department Head Approval:	
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Mayor’s Signature Required:	YES	NO
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List Attachments:
1. Resolution No. 2025-09

Financial Information (For Financial Services Use Only)

Budgeted Yes/No	Fund Name & Code	Current Balance	Requested Allocation	City Manager’s Initials



City of Lilburn
Lilburn, Georgia

Resolution
#2025-09

STATE OF GEORGIA

COUNTY OF GWINNETT

A RESOLUTION ADJUSTING THE DATE OF BILLING AD VALOREM PROPERTY TAXES, STREETLIGHT ASSESSMENTS AND SOLID WASTE FEES AS ON OR BEFORE OCTOBER 1, 2025 AND THE COLLECTION DUE TO THE CITY OF LILBURN DATE OF SAID BILLING AS DECEMBER 1, 2025; AND AFFIRMING THAT PARTIAL PAYMENTS COLLECTED WILL BE DISTRIBUTED EVENLY AMONG THE ITEMS BILLED.

Date of Reading and Adoption: September 8, 2025
At the regular meeting of the Lilburn City Council

WHEREAS, the City of Lilburn ("Mayor and Council") is the governing authority of said City;

NOW, THEREFORE, BE IT RESOLVED, that the City of Lilburn ("Mayor and Council") adopt the billing date of Ad Valorem Property Taxes, Streetlight Assessments and Solid Waste Fees is October 1, 2025 and that the Collection of said bill is due to the City of Lilburn December 1, 2025

BE IT FURTHER RESOLVED that any partial payments collected as payment of Ad Valorem Property Taxes, Streetlight Assessments and Solid Waste Fees will be divided evenly between the items billed on each individual bill.

SO RESOLVED this 8th day of September, 2025.

APPROVED:

Johnny Crist, Mayor

ATTEST/AUTHENTICATED:

Anja Peay, City Clerk
(Seal)

**CITY OF LILBURN
AGENDA ITEM NO. 3**

Date:	August 27, 2025	To: Mayor and Council	August 29, 2025
From:	Jenny Simpkins	Department:	City Manager
Work Session Date Requested:	September 8, 2025	Presenter:	Jenny Simpkins
Agenda Title:	Approval of Resolution No. 2025-10, a Resolution authorizing a loan of \$850,000 plus closing costs to the Lilburn Downtown Development Authority.		
Audio/Visual Requirements:	n/a	Deadline Date:	n/a

Agenda Item (Background/History/Details):
The Downtown Development Authority would like to exercise its right to purchase 100 Main Street, a 0.77-acre commercial tract currently owned by LilburnMain, LLC (R6135 385) in the amount of \$850,000 plus closing costs. The option to purchase expires November 1, 2025. The Resolution authorizes the loan, and an Intergovernmental Agreement outlines the terms and conditions.

Staff Recommendations:
Staff recommends the following: “Motion to approve Resolution No. 2025-10, a Resolution authorizing a loan of \$850,000 plus closing costs to the Lilburn Downtown Development Authority.”

Department Head Approval:	J. Simpkins
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Mayor’s Signature Required:	Y	N
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List Attachments:
1. Resolution No. 2025-10



Small town. Big difference.

No. 2025-10

City of Lilburn
Lilburn, Georgia

Resolution

**STATE OF GEORGIA
COUNTY OF GWINNETT**

Date of Reading and Adoption: September 8, 2025
At the regular meeting of the Lilburn City Council

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LILBURN, GEORGIA, ADVANCING FUNDS TO THE LILBURN DOWNTOWN DEVELOPMENT AUTHORITY FOR THE PURCHASE OF PROPERTY

- WHEREAS:** the Mayor and City Council activated the Lilburn Downtown Development Authority (DDA) by Resolution No. 191-06 on May 8, 2006, for the purposes of revitalizing and redeveloping the central business district of the City; and
- WHEREAS:** the State of Georgia established the Downtown Development Authorities Law, O.C.G.A. 36-42, that allows for the DDA to make and execute contracts, agreements, and other instruments necessary or convenient to exercise the powers of the authority; and
- WHEREAS:** the Downtown Development Authorities Law (O.C.G.A. 36-42-8) provides authority to the DDA to purchase, lease, or otherwise and to hold, lease, and dispose of real and personal property of every kind and character, or any interest therein, in furtherance of the public purpose of the authority; and
- WHEREAS:** the Mayor and City Council find that it is necessary to advance funding to the DDA via Intergovernmental Agreement to enable the DDA to purchase one property within the central business district of the City for the purpose of continuing their purposes of revitalizing and redeveloping the district.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Lilburn, Georgia, sitting in regular session on September 8, 2025, as follows:

1. The Mayor and City Council do hereby advance funding in the amount of \$850,000 plus closing costs to the DDA for the purpose of purchasing the property located at 100 Main Street in Lilburn, Georgia, with repayment of said amount to be paid to the City by the DDA when the property is sold by the DDA. The advance funds will come from the City's General Fund account.
2. The terms and conditions of the advances are provided in an Intergovernmental Agreement between the City and the DDA.
3. This Resolution shall be effective upon approval by the Mayor and City Council.

SO RESOLVED this 8th day of September 2025.



Small town. Big difference.

No. 2025-10

City of Lilburn
Lilburn, Georgia

Resolution

APPROVED:

Johnny Crist, Mayor

ATTEST/AUTHENTICATED:

Anja Peay, City Clerk

**CITY OF LILBURN
AGENDA ITEM NO. 4**

Date:	August 27, 2025	To: Mayor and Council	August 29, 2025
From:	Jenny Simpkins	Department:	City Manager
Work Session Date Requested:	September 8, 2025	Presenter:	Jenny Simpkins
Agenda Title:	Approval of Contract No. 68-2025, an Intergovernmental Agreement between the City of Lilburn and the Lilburn Downtown Development Authority		
Audio/Visual Requirements:	n/a	Deadline Date:	n/a

Agenda Item (Background/History/Details):
The Downtown Development Authority would like to exercise its right to purchase 100 Main Street, a 0.77-acre commercial tract currently owned by LilburnMain, LLC (R6135 385) in the amount of \$850,000 plus closing costs. The option to purchase expires November 1, 2025.

Staff Recommendations:
Staff recommends the following: “Motion to approve Contract No. 68-2025, an Intergovernmental Agreement between the City of Lilburn and the Lilburn Downtown Development Authority.”

Department Head Approval:	J. Simpkins
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Mayor’s Signature Required:	Y	N
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List Attachments:
1. Contract No. 68-2025

Financial Information (For Financial Services Use Only)

Budgeted Yes/No	Fund Name & Code	Requested Allocation	City Manager’s Initials
Yes		\$	

COUNTY OF GWINNETT
STATE OF GEORGIA

**INTERGOVERNMENTAL AGREEMENT
BETWEEN THE CITY OF LILBURN, GEORGIA AND
THE LILBURN DOWNTOWN DEVELOPMENT AUTHORITY OF LILBURN,
GEORGIA**

This Agreement dated _____, 2025, is made and entered into by and between the City of Lilburn, Georgia (hereinafter "City") and the Lilburn Downtown Development Authority (hereinafter "DDA"), each of whom has been duly authorized to enter into this Agreement.

WITNESSETH

WHEREAS, the parties to this Agreement are governmental entities located within Gwinnett County, Georgia, and are authorized to enter into intergovernmental agreements pursuant to the laws and the Constitution of the State of Georgia; and

WHEREAS, in consideration of the DDA providing ongoing, promotion, marketing, advocacy, revitalization, and economic development services for the City and its citizens within the established downtown development area, the City has agreed to provide certain funding to the DDA for such economic development purposes pursuant to the terms and conditions set forth below; and

WHEREAS, at a duly called meeting of the Mayor and City Council of the City on September 8, 2025, the Mayor and Council passed a resolution that provided in relevant part as follows:

Provide an advance of \$850,000.00 plus closing costs to the DDA for the purpose of purchasing property located at 100 Main Street in Lilburn, Georgia, with repayment of said amount to be paid to the City by the DDA when the property is sold by the DDA. The advance funds will come from the City's General Fund balance.

NOW, THEREFORE, in consideration of the mutual promises, covenants and undertakings set forth herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the City and the DDA agree as follows:

1.

The advance of funds governed by this Agreement by the City to the DDA shall be in the amount of \$850,000.00 plus closing costs.

2.

The advance funds by the City to the DDA shall be free from interest.

3.

The advance funds by the City to the DDA for the purpose of purchasing 100 Main Street in the amount of \$850,000.00 plus closing costs shall be repaid in full, or a portion thereof, to the City immediately upon sale of any portion of 100 Main Street in Lilburn, Georgia, by the DDA.

4.

Neither party may assign, delegate, or transfer this Agreement without the prior express written consent of the other party.

5.

This Agreement constitutes the entire agreement between the parties hereto with regard to the subject matter hereof, superseding all prior understandings and agreements whether written or oral. This Agreement may not be amended or revised except in writing signed by both parties.

6.

In the event one or more of the provisions in this Agreement shall for any reason be held invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision in this Agreement and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision were limited or modified consistent with its general intent to the extent necessary so that it shall be valid, legal, and enforceable. If it shall not be possible to so limit or modify such invalid, illegal, or unenforceable provision had never been contained herein and all other provisions of this Agreement shall remain unimpaired and in full force and effect.

7.

This Agreement shall be construed under and governed by the laws of the State of Georgia.

[Signatures on following page.]

**CITY OF LILBURN, GEORGIA
DEVELOPMENT
A MUNICIPAL CORPORATION**

**LILBURN DOWNTOWN
AUTHORITY**

By: _____

Johnny Crist, Mayor

By:

Elmer Nash, Chairman

Attest:

Anja Peay, City Clerk

Attest:

Jenny Simpkins, DDA Secretary

**CITY OF LILBURN
AGENDA ITEM NO. 5**

Date:	August 27, 2025	To: Mayor and Council	August 29, 2025
From:	Brianna Brower	Department:	Business Services
Work Session/Reg. Mtg. Date Requested:	September 8, 2025	Presenter:	Brianna Brower Business Services Manager
Agenda Title:	Approval of Ordinance No. 2025-653, Chapter 6- Alcoholic Beverages, Article III, Licensing and Regulation, Sec 6-87.2 – Regulations regarding Old Town Overlay District		
Audio/Visual Requirements:	NA		

Agenda Item Description (Background/History/Details):
Text amendment to Chapter 6- Alcoholic Beverages, Article III, Licensing and Regulation, Sec 6-87.2 – Regulations regarding Old Town Overlay District, to clarify language related to city property outside of the Old Town Overlay District. These revisions aim to ensure city property can obtain a special event alcohol license.

Staff Recommendations (Motion):
Staff recommends the following: “Motion to approve Ordinance No. 2025-653, an Ordinance amending the Alcohol Ordinance to clarify language relating to city property outside of Old Town Overlay District.”

Department Head Approval:	BB
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Mayor’s Signature Required:	YES	NO
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List Attachments:
1. Ordinance No. 2025-653

Financial Information (For Financial Services Use Only)

Budgeted Yes/No	Fund Name & Code	Current Balance	Requested Allocation	City Manager’s Initials



City of Lilburn
Lilburn, Georgia

Ordinance
No. 2025-653

STATE OF GEORGIA
COUNTY OF GWINNETT

Date of Reading and Adoption: September 8, 2025
At the regular meeting of the Lilburn City Council

AN ORDINANCE OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LILBURN, GEORGIA, TO AMEND Chapter 6-Alcoholic Beverages, Article III, Licensing and Regulations, Sec. 6-87.2-Regulations regarding Old Town Overlay District

WHEREAS, the Mayor and City Council of the City of Lilburn acknowledge the need to allow city property outside of the Old Town Overlay District to obtain a special event alcohol license; and

WHEREAS, the City Council has determined that amending Chapter 6 of the City Code is necessary to accomplish this; and

WHEREAS, the City Council considers it in the City's best interest to ensure its ordinances are clear and consistent for both residents and business owners;

NOW, THEREFORE, the Mayor and City Council of the City of Lilburn, Georgia, hereby ordains that Chapter 6, Article III, Sec.6-87.2 be amended.

SO ORDAINED this 8th day of September, 2025

APPROVED:

Johnny Crist, Mayor

ATTEST/AUTHENTICATED:

Anja Peay, City Clerk
(Seal)

ARTICLE III. LICENSING AND REGULATION

Sec. 6-87.2. Regulations regarding Old Town Overlay District, including any City of Lilburn owned properties in the city.

- (a) For purposes of encouraging economic development in the Old Town Overlay District and allowing full enjoyment of Lilburn City Park and the adjacent businesses by residents and visitors, the regulations contained in this section 6-87.2 shall apply only to the Old Town Overlay District.
- (b) A special event alcohol license applicable only to the Old Town Overlay District may be issued to applicant(s) representing a charitable or non-profit organization subject to the following conditions:
 - (1) The applicant organization must comply with the provisions of O.C.G.A. § 3-9-3 regarding state licensing in addition to completing the application and submitting the respective fee as set forth in the license fee schedule.
 - (2) The application form must be duly approved by the city manager.
 - (3) The applicant organization must be a recognized non-profit, tax exempt organization. This is defined as an organization, association, corporation, or other legal entity which has been determined by the federal Internal Revenue Service to be exempt from taxation under federal tax law and has been determined by the Georgia Department of Revenue to be exempt from taxation under the tax laws of this state; which is organized or incorporated in this state or authorized to do business in this state.
 - (4) The applicant organization must have been in existence as a non-profit, tax exempt organization for a period of 24 months prior to the date on which the application for the special event alcohol license was received by the city.
 - (5) The applicant organization must be located in Gwinnett County or be able to reasonably demonstrate activity that directly benefits the citizens of Lilburn and/or Gwinnett County.
 - (6) Alcoholic beverages served under the auspices of a special event alcohol license may not be served for more than eight hours in any 24-hour period.
 - (7) At least one person from the applicant organization and/or vendors, sponsors or designated agents who has completed TIPS training must be on-site at all times during the special event. The accepted course of this certification is Training for Intervention Procedures for Servers of Alcohol (TIPS). Any other program must be comparable, following the same guidelines, and approved by the chief of police.
 - (8) For special events to be conducted on City of Lilburn property, a special event permit per the City of Lilburn Special Event Policy must be in place in order for a special event alcohol permit to be issued.
 - (9) Completed applications for special event alcohol license must be submitted to the city manager or designee not less than ten calendar days prior to the special event.
 - (10) If the applicant is not the owner of the property, a signed and notarized letter from the property owner or authorized property custodian must be submitted to the city manager's or designees' office authorizing the use of the property for the event.
 - (11) The possession of any open glass container for the consumption of any beverage in the Old Town Overlay District, including but not limited to public streets, Lilburn City Park, and city hall property, is prohibited.
- (c) A special event alcohol license applicable only to the Old Town Overlay District may be issued to applicant(s) representing a for-profit business organization subject to the following conditions:
 - (1) The applicant must complete the application and submit the respective fee as set forth in the license fee schedule.
 - (2) The application form must be duly approved by the city manager.

- (3) The applicant must be the holder of a valid and current business license, or occupation tax certificate, issued by a jurisdiction within the State of Georgia and must submit proof of same at the time the application is submitted to the city manager or designees' office.
 - (4) Alcoholic beverages served under the auspices of a special event alcohol permit may not be served for more than eight hours in any 24-hour period.
 - (5) At least one person from the applicant organization who has completed TIPS training must be on-site at all time during the special event. The accepted course of this certification is "Training for Intervention Procedures for Servers of Alcohol" (TIPS). Any other program must be comparable, following the same guidelines, and approved by the chief of police.
 - (6) For special events to be conducted on City of Lilburn property, a special event permit per the City of Lilburn Event Policy must be in place in order for a special event alcohol permit to be issued.
 - (7) Completed applications for special event alcohol permits must be submitted to the city manager or designee not less than ten calendar days prior to the special event.
 - (8) If the applicant is not the owner of the property, a signed and notarized letter from the property owner or authorized property custodian must be submitted to the city manager or designees' office authorizing the use of the property for the event.
 - (9) The possession of any open glass container for the consumption of any beverage on the public streets, within Lilburn City Park, or on city hall property is prohibited.
- (d) Any establishment within the Old Town Overlay District that is licensed to dispense alcoholic beverages by the drink for consumption on the premises is authorized to dispense an alcoholic beverage in a paper or plastic cup, or other container other than a can, bottle, or glass, for removal from the premises; provided, however, that no establishment shall dispense to any person more than one such alcoholic beverage at a time for removal from the premises, and no person shall remove at one time more than one such alcoholic beverage from the licensed premises.
 - (e) No container in which an alcoholic beverage is dispensed and removed from the licensed premises within the Old Town Overlay District shall exceed 16 fluid ounces in size. No person shall hold in possession on the streets and sidewalks, in parks and squares, or in other public places within the defined area herein any open alcoholic beverage container which exceeds 16 fluid ounces in size.
 - (f) It shall be unlawful for any person to drink or attempt to drink any alcoholic beverage from a can, bottle, or glass or to possess in an open can, bottle, or glass any alcoholic beverage on the streets, sidewalks, rights-of-way, and parking lots, whether public or private.
 - (g) If the special event is conducted on City of Lilburn property and the city cancels the event, the applicant may submit a written request for a refund of the application fee. If the special event is conducted on City of Lilburn property and the city postpones the event, the applicant may submit a written request for either a refund of the application fee or for the issuance of a special event alcohol license for the new date of the special event. Otherwise, for all other special events not conducted on City of Lilburn property, the special event alcohol license is nontransferable; no refunds shall be given if the event is canceled or postponed, and a new license must be obtained for a special event held on a date different than the date submitted in the application.
 - (h) All licenses granted hereunder may be granted by the city manager or designee so long as the applicant, the establishment serving alcohol, and any employee thereof has not been subjected to an alcohol-related citation, a supervised action plan, a license suspension, or a license revocation in the past calendar year. If the applicant, the establishment serving alcohol, and any employee thereof has been subjected to an alcohol-related citation, a supervised action plan, a license suspension, or a license revocation in the past calendar year, then the application shall be reviewed and approved or denied by the city manager and/or his/her designee. In the event of any irregularity on the face of the application, then the application shall be reviewed and approved or denied by the city manager.
 - (i) The chief of police, or his designee, shall verify the applicant's and/or establishment's compliance with the requirements of this chapter prior to issuance of the license and shall report to the city manager and/or his/her designee regarding same. The chief of police, or his designee, also shall verify whether the applicant,

the establishment serving alcohol, and/or any employee thereof has been subjected to an alcohol-related citation and shall report to the city manager and/or his/her designee regarding same.

(Ord. No. 2017-517, Att. A, 12-11-2017; Ord. No. 2024-633, Exh. A, 8-12

**CITY OF LILBURN
AGENDA ITEM NO. 6**

Date:	August 27, 2025	To: Mayor and Council	August 29, 2025
From:	Jenny Simkins	Department:	City Manager
Work Session/Reg. Mtg. Date Requested:	September 8, 2025	Presenter:	Jenny Simpkins
Agenda Title:	Resolution No. 2025-11, a Resolution imposing a moratorium barring the acceptance of applications for building permits for commercial drone hubs/terminals for six months.		
Audio/Visual Requirements:	NA		

Agenda Item Description (Background/History/Details):
<p>Commercial goods delivery by drone is a trend being implemented in Texas. In Georgia, Walmart has approached multiple cities including Atlanta and Woodstock regarding drone delivery.</p> <p>Additional study is needed to understand the implications on drone delivery on public safety. Therefore, staff is requesting a six month moratorium on the acceptance of applications for building permits for the drone hubs/terminals.</p>

Staff Recommendations (Motion):
Staff recommends the following: “Motion to approve Resolution No. 2025-11, a Resolution imposing a moratorium barring the acceptance of applications for building permits for commercial drone hubs/terminals for six months.”

Department Head Approval:	JS
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Mayor’s Signature Required:	YES	NO
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List Attachments:
1. Resolution No. 2025-11

Financial Information (For Financial Services Use Only)

Budgeted Yes/No	Fund Name & Code	Current Balance	Requested Allocation	City Manager’s Initials



City of Lilburn
Lilburn, Georgia

Resolution
#2025-11

**A RESOLUTION IMPOSING A MORATORIUM BARRING THE
ACCEPTANCE OF APPLICATIONS FOR BUILDING PERMITS FOR
COMMERCIAL DRONE HUBS/TERMINALS FOR SIX MONTHS.**

- WHEREAS:** the Mayor and City Council of the City of Lilburn, Georgia are committed to utilizing available resources to promote the preservation of the public health, safety, and welfare of the City's citizens and the improvement of the architectural and aesthetic character of the City of Lilburn; and
- WHEREAS:** the Mayor and City Council of the City of Lilburn believe it is in the best interest of the citizens of Lilburn to provide for concise standards and well-planned regulations to designate or restrict where drone hubs/terminals may be placed in the municipal boundaries; and
- WHEREAS:** the Mayor and City Council of the City of Lilburn believe it is in the best interest of the citizens of Lilburn to evaluate the impact of commercial drone delivery within the city to ensure safety and maintain a high quality of life; and
- WHEREAS:** the use table outlined in the City of Lilburn Zoning Ordinance requires review and possible modification to be more effectively enforced; and
- WHEREAS:** the study and implementation of various standards to regulate the locations of drone delivery hubs/terminals and preparing of such zoning ordinance modifications for the Mayor and City Council's consideration requires additional time; and
- WHEREAS:** the Mayor and City Council find that imposing a moratorium is reasonably necessary, the least restrictive means available, and a legitimate and reasonable exercise of the City's zoning power, and in the best interest of the public health, safety, and welfare of the City's citizens.

NOW, THEREFORE, THE MAYOR AND COUNCIL OF THE CITY OF LILBURN HEREBY RESOLVE that a six-month moratorium be placed on the acceptance of applications and building permit applications and the issuance of development permits and building permits for commercial drone hubs/terminals in the City limits.

IT IS FURTHER RESOLVED that this temporary moratorium shall not affect any permit applications or building permit applications that were submitted to and accepted by the City prior to the adoption of this Resolution and shall not delay or suspend any property being developed or building being constructed under a valid permit issued prior to the adoption of this Resolution.

IT IS FURTHER RESOLVED that this Resolution and temporary moratorium shall become effective immediately upon its adoption by the Mayor and Council.

SO RESOLVED this the 8th day of September 2025.

APPROVED:

Johnny Crist, Mayor

ATTEST/AUTHENTICATED:

Anja Peay, City Clerk
(Seal)