



CITY OF RICHMOND

MEETING OF THE MAYOR AND COUNCIL

Tuesday, November 5, 2025

Present from City Council: Russ Carpenter, Mayor; Councilmembers: Kristi Cox, Van Hunter, Steve Scholar, and Robbie Ward

Mayor Carpenter called the meeting to order at 6:00 PM. Mayor Carpenter congratulated Mayor Elect Kristi Cox and Council Member Elect Post 1 Cindy Hatala. There will be run off election between Kevin Bowes and Buck Holly for Council Member Post 2.

Councilmember Steve Scholar gave the invocation and Mayor Elect Kristi Cox led the Pledge of Allegiance.

PINNING OF SERGEANT CONNOR ANDREWS.

Mayor Carpenter stated the Pinning of Sergeant Connor Andrews would be presented by Police Department Major Hill. Major Hill gave a brief background history of Sgt. Connor Andrews noting they had both worked together in Savannah before coming to work for the City of Richmond Hill. Major Hill asked Sgt. Andrews wife Jessica to do the honor of pinning her husband. Everyone congratulated Sgt. Andrews.

PRESENTATION OF COMMUNITY PILLAR AWARDS TO DR. KAREN GRANT AND KEITH JONES

Mayor Carpenter asked Dr. Karen Boles to step forward to present her with the Community Pillar Award. Mayor Carpenter noted that he had wanted to recognize Dr. Boles for a long time for her service to the community and presented her with the award.

Mayor Carpenter noted Mr. Keith Jones wasn't able to attend meeting for his presentation.

RESOLUTION TO POST NATIONAL MOTTO IN CITY BUILDINGS.

Mayor Carpenter read the proclamation Resolution to post National motto in City Buildings.

ANNOUNCEMENT OF 29th ANNUAL CHRISTMAS PARADE GRAND MARSHAL

Mayor Carpenter announced that the 29th Annual Christmas Parade Grand Marshall would be long time resident Dr. Wallace E. Holland, who has served the community for over 40 years.

Approval of the Agenda

Councilmember Scholar made a motion to approve the Meeting Agenda. The motion was seconded by Councilmember Hunter. Motion carried in the affirmative by all.

CONSENT AGENDA

1. Approval of Anniversary Date and Bridging of Service Policy (New)
2. Approval of Personal Leave Policy (Revision)
3. Approval of Vacation Leave Policy (Revision)
4. Approval of delinquent citation recovery service

Councilmember Ward made a motion to approve the Consent Agenda. The motion was seconded by Councilmember Scholar. Motion carried in the affirmative by all.

FINANCE

1. Presentation of the 2026 Proposed Budget

Mr. Cowart noted the proposed budget was pretty much the same as presented at workshop, they had tweaked some items and got better prices. Mr. Cowart stated they would be posting budget the next day and a Public Hearing would be held.

PLANNING AND ZONING

1. September 2025 Permit Totals and October 2025 Board Summaries

Mr. Crooks told Council those summaries were in Councils packets and asked if they had any questions, hearing none Mr. Crooks went to item #2.

2. Text amendment to Appendix A of the UDO, Combined Table of Uses. 2nd Reading/Action

Mr. Crooks noted this was second reading and did need approval/disapproval.

Mayor Carpenter noted Councilmember Ward would be recusing himself from this vote.

Councilmember Scholar made a motion to approve Text amendment to Appendix A of the UDO, Combined Table of Uses. The motion was seconded by Councilmember Hunter and carried.

3. Text amendment to Article 18 of the UDO, Storm Water Management. 2nd Reading/Action

Mr. Crooks told Council this was second reading and did require action.

Councilmember Cox made a motion to approve Text amendment to Article 18 of the UDO, Storm Water Management. The motion was seconded by Councilmember Hunter and carried by all.

4. Text amendment to Article 11 of the UDO, Overlay Districts. Public Hearing and 1st

Mr. Crooks told Council this was the first reading and had been discussed in previous workshops noting especially Quill flags and stated Public Hearing on this item. Planning Commission did recommend keeping it the same and asked if Council had any questions.

Mayor Carpenter opened Public Hearing for this amendment. No one spoke in favor of Amendment. Mayor Carpenter then asked if anyone was present to speak against Amendment.

Mr. Jack Giddens stated he was a member of the Architectural Review Board and attended one of the workshops where this subject was discussed. Mr. Giddens noted that after that discussion Council was very unaware of the issue with Quill flags. Mr. Giddens noted this issue was broke and needed to be fixed. Mr. Giddens noted that maybe only three businesses comply with the city amendment all the rest do not comply.

Mr. Giddens stated the ARB had been monitoring Quill flags for almost a year but due to the neglect or policy because of the way it was written they decided to do away with it. The ARB and the Planning Commission voted unanimously to vote against the use of Quill flags. The ARB is bound by what is written in the amendment and it is very specific on everything but Quill Flags. This is a serious problem and Council needs to change amendment for the Overlay District. Mr. Giddens thanked Council for allowing him to speak on this item.

Mayor Carpenter closed the Public Hearing. Mayor Carpenter stated this was the First reading and there would not be a vote.

NEW BUSINESS:

Approval/Disapproval of Airport Authority appointment

Councilmember Cox made a motion to table this item until the December 2nd meeting so Mr. Tripp Addison Chairman of the Port Authority to come and discuss the training he was at on who should be approved for the Airport Authority and the bylaws before appointment to the Airport Authority.

The motion failed because of no second.

Mayor Carpenter asked if there was any discussion.

Councilmember Ward made a motion to appoint Meredith Gibson to the Airport Authority. The motion was seconded by Councilmember Hunter. The motion carried with Councilmember Cox opposing.

COMMUNICATIONS Holidays on the Hill are Here! Mark your calendars for two amazing Richmond Hill traditions: Mayor Carpenter announced the following events.

Tree Lighting & Winter Market: Friday, November 21, 5:30–8:30 PM, J.F. Gregory Park.

Christmas Parade: Saturday, December 6, 10 AM, Timber Trail Recreation to City Hall. Get more information and parade participation details on our website and social media channels!

PUBLIC COMMENT

No Public comment.

Motion to Adjourn

Councilmember Ward made a motion to adjourn. The motion was seconded by Councilmember Cox. Motion carried.