



**CITY OF RICHMOND HILL
MEETING OF THE MAYOR AND COUNCIL**

**Tuesday, December 2, 2025
6:00 PM**

**Richmond Hill City Hall
40 Richard Davis Drive
Richmond Hill, Georgia 31324**

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

Mayor Carpenter called the meeting to order at 6:00 p.m. First Baptist Church Pastor Scott Baker gave the invocation. The Pledge of Allegiance was led by Councilmember Hunter.

PRESENTATION OF MAKING A DIFFERENCE AWARD TO SOUTH BRYAN MINISTRY ASSOCIATION PASTORS

Mayor Carpenter presented all pastors with the South Bryan Ministry Association with the "Making a Difference" award.

APPROVAL OF MEETING AGENDA

Councilmember Scholar made a motion to amend the Meeting Agenda by adding consideration of cancelling the December 16th workshop to the City Manager section. The motion was seconded by Councilmember Hunter. Motion carried in the affirmative by all.

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

CONSENT AGENDA

- Approval of Minutes of meeting November 5, 2025
- Approval of Minutes of workshop November 18, 2025
- Approve 2026 calendar for council meetings and workshops (move March 17th workshop to March 24th due to holiday)

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

FINANCE

Approval/Disapproval of the Budget Resolution for fiscal year 2026

Councilmember Scholar made a motion to approve the Budget Resolution for fiscal year 2026. The motion was seconded by Councilmember Hunter. Motion carried in the affirmative by Councilmembers Scholar and Hunter. Councilmember Cox opposed.

Approval/Disapproval of Revenue Ordinance Article L. Utility Service Fees – Section 2. Water Service Fees and Section 3. Sewer Service Fees. Base fee increase of 50 cents for inside City and 75 cents for outside City. Usage fees increase of 30 cents for each tier for inside City and 45 cents for each tier for outside City with an effective date of January 1, 2026. (Second Reading)

Councilmember Scholar made a motion to approve of Revenue Ordinance Article L. Utility Service Fees – Section 2. Water Service Fees and Section 3. Sewer Service Fees. Base fee increase of 50 cents for inside City and 75 cents for outside City. Usage fees increase of 30 cents for each tier for inside City and 45 cents for each tier for outside City with an effective date of January 1, 2026. The motion was seconded by Councilmember Cox. Motion carried in the affirmative by all.

Approval/Disapproval of Revenue Ordinance Article L. Utility Service Fees – Section 6. Refuse Collection and Disposal Fees. Residential fee increase from \$21.50 to \$28.00 and Commercial increase from \$25.00 to \$28.00 with an effective date of March 1, 2026. (Second Reading)

Councilmember Hunter made a motion to approve of Revenue Ordinance Article L. Utility Service Fees – Section 6. Refuse Collection and Disposal Fees. Residential fee increase from \$21.50 to \$28.00 and Commercial increase from \$25.00 to \$28.00 with an effective date of March 1, 2026. The motion was seconded by Councilmember Cox. Motion carried in the affirmative by all.

Approval/Disapproval of Revenue Ordinance Article J. Permitting and Inspection Fees – Section 1. Building Inspection Fees and Article K. Development and Review Fees as summarized in the summary of fee changes with an effective date of January 1, 2026. (Second Reading).

Councilmember Scholar made a motion to approve of Revenue Ordinance Article J. Permitting and Inspection Fees – Section 1. Building Inspection Fees and Article K. Development and Review Fees as summarized in the summary of fee changes with an effective date of January 1, 2026. The motion was seconded by Councilmember Hunter. Motion carried in the affirmative by all.

Approval/Disapproval of City of Richmond Hill GMEBS Defined Benefit Retirement Plan Amendment to Change Normal Retirement Age for Eligible Regular Employees and Elected Officials, and Establish Rule of 70 Alternative Normal Retirement Benefit. (Second Reading).

Councilmember Scholar made a motion to approve of City of Richmond Hill GMEBS Defined Benefit Retirement Plan Amendment to Change Normal Retirement Age for Eligible Regular Employees and Elected Officials, and Establish Rule of 70 Alternative Normal Retirement Benefit. The motion was seconded by Councilmember Hunter. Motion carried in the affirmative by all.

Approval/Disapproval of budget amendment for General Fund, Fire Fund, City Center and SPLOST projects.

Councilmember Cox made a motion to approve a budget amendment for General Fund, Fire Fund, City Center and SPLOST projects. The motion was seconded by Councilmember Hunter. Motion carried in the affirmative by all.

PLANNING AND ZONING

October 2025 Permit Totals and November 2025 Board Summaries were provided by Planning and Zoning Director Crooks.

Approve/disapprove a text amendment to Article 11 of the UDO, Overlay Districts. 2nd Reading/Action

Councilmember Scholar made a motion to approve a text amendment to Article 11 of the UDO, Overlay Districts. The motion was seconded by Councilmember Hunter. Motion carried in the affirmative by Councilmembers Scholar and Hunter. Councilmember Cox opposed.

Approve/disapprove the sketch plan for Heartwood Pod 31, a part of the Raydient 2025 PUD.

Councilmember Cox made a motion to approve the sketch plan for Heartwood Pod 31, a part of the Raydient 2025 PUD. The motion was seconded by Councilmember Hunter. Motion carried in the affirmative by all.

CITY MANAGER

Approval/Disapproval of Bottom Park (Phase 1)

Councilmember Hunter made a motion to approve the Phase 1 of The Bottom Park. The motion was seconded by Councilmember Cox. Motion carried in the affirmative by all.

Approval/Disapproval to cancel the December 16, 2025 workshop

Councilmember Scholar made a motion to cancel the December 16, 2025 workshop. The motion was seconded by Councilmember Hunter. Motion carried in the affirmative by all.

COMMUNICATIONS

No communications at this time.


PUBLIC COMMENT

No public comment was made.

There being no further business, the Council adjourned at 6:26 PM in a motion by Councilmember Cox. The motion was seconded by Councilmember Hunter. Motion carried in the affirmative by all.

Attest:

Russ Carpenter
Mayor



Dawrine Greene
City Clerk

UNOFFICIAL MINUTES