

CHATTANOOGA CITY COUNCIL  
J.B. COLLINS CONFERENCE ROOM OF THE COUNCIL BUILDING  
**STRATEGIC PLANNING MEETING**  
**MINUTES – April 18, 2023**

- I. **Call to Order:** Chair Dotley called the meeting to order at 2:00 p.m. A quorum was present that also included Vice Chair Jenny Hill and Councilpersons Isiah Hester, Carol Berz, Marvene Noel, and Demetrus Coonrod. Councilpersons Chip Henderson, Ken Smith, and Darrin Ledford were not present. Other participants present: Phil Noblett, City Attorney, and Nicole Gwyn, Council Clerk.
  
- II. **Minute Approval:** **On motion of Councilwoman Berz** and second by Councilman Hester, the minutes of the last meeting (4/4) were approved as published.
  
- III. **Community Health Survey:** Dr. Mary Lambert, Director of the Office of Community Health, introduced Sabrina Novak, Administrator of the Hamilton County Health Department. Dr. Lambert informed the Council of her office being a partner in public health grants. Ms. Novak discussed the Community Health Survey that had recently been sent throughout the county. She also distributed dual-language (English-Spanish) copies of the fact sheet for councilpersons to pass along in their districts. Staff members Dr. Dawn Ford and Janie Burley gave a presentation that included information on the following: purpose of the study, survey schedule, data analysis, and the QRC Code to the survey.
  
- IV. **Racial Equity Ordinance:** Councilwoman Coonrod informed the Council that she was not moving forward with her proposed legislation due a recent Senate bill passed at the State level. She recommended that the Council continue with the racial equity training, possibly utilizing the GARE (Government Alliance on Race & Equity) contract that had previously been in place.
  
- V. **Administrative Hearing Officer:** Chris Anderson, Senior Advisor for Legislative Initiatives, advised the Council of the need to post this contracted position and determine the format for applying.
  - A. **Discussion Items:**
    1. Mr. Noblett advised the Council that they can hire up to two AHOs and must determine the hourly rate of pay. He also responded to questions on the term for the contract, authority in STVR and other appeals, and appeals to chancery court.
    2. Vice Chair Hill questioned Mr. Noblett about language for the appeal process regarding noise levels. Mr. Anderson noted that he would bring forth STVR legislation next month.
    3. Councilwoman Berz questioned the underwriting for the contract: City Court budget or other executive funding. Mr. Anderson advised that Administration will decide on the funding by the time of the budget education session that includes City Court.
    4. By consensus, the Council decided to continue with hiring an AHO rather than request a state-appointed Administrative Law Judge temporarily.
    5. By consensus, the Council decided to use the district appointee process from last year to hire the AHO.
  - B. **Application Process:**
    1. The Council determined the follow to accept applications for seven days, beginning 4/19 and ending at 5:00 p.m. on 4/26.
    2. All applications must be submitted to the Council Clerk.
  - C. **Interview Process:** Chair Dotley set the applicant interviews for 5/16 at 3:30 p.m.

VI. Other Business

- A. **2023-2024 Council Committee Assignments** Chair Dotley announced new chairs for the following two committees: Councilwoman Coonrod, Equity and Community Development; and Councilman Ledford, Planning and Zoning. All other committee chairs remained the same.
- B. **Budget and Finance Update**: Councilwoman Berz distributed the [schedule](#) for the FY24 Budget Education Sessions. She noted that 5/30 meetings had been cancelled due to the holiday. She planned the same format as last year, but asked the Council if the location would be the conference room like last year. By consensus, the Council will hold all education sessions in the J.B. Collins Conference Room. The Council accepted the schedule proposed by Councilwoman Berz.
- C. Pending Legislative Matters: (None)
- D. Pending Presentations/Education Sessions:
  - 1. Department Report - CPD..... TBA: Public Safety Committee

VII. Council Agendas

- A. Agenda for 04/18
  - 1. 3:30 p.m. Agenda Session
  - 2. Economic Development Committee
  - 3. Parks and Public Works
  - 4. 6:00 p.m. Council Meeting
- B. Agenda for 04/25
  - 1. 3:30 p.m. Agenda Session
  - 2. Affordable Housing Committee
    - a) CDBG Update
    - b) **Eviction Prevention Update** – Vice Chair Hill advised that the update on the Eviction Prevention Program would be delayed to a later date.
  - 3. 6:00 p.m. Council Meeting

VIII. Board Appointments

- A. **Animal Control Board**: Mr. Anderson informed the Council that the Animal Control Board needs to be reconstituted. He advised that citizens interested must apply online through Granicus. Councilwoman Coonrod questioned if the board could look into problems of stray cats in Highland Park. Mr. Anderson advised that the board could look into such matters and provide recommendations to the Council.
- B. **Pending Board Resolutions**: Councilwoman Coonrod informed the Council of her intent to appoint Nate Doss for the Shallowford Region Community Advisory Committee for District 9.
- C. Current Vacancies
  - 1. Health, Educational & Housing Facility Board (3 seats: Districts 1, 3, and 8 needed)
  - 2. Industrial Development Board (2 seats: Districts 6 and 8 needed)
  - 3. Passenger Vehicle for Hire Board (3 seats/previously appointed by group nominations)
  - 4. Sports Authority Board (District 8 needed; District 5 eligible for reappointment)
  - 5. Head Start Governing Board (1 seat: Districts 1 and 3 needed)
  - 6. Police Advisory and Review Committee (1 seat: District 6 needed)
  - 7. Lookout Valley Region Community Advisory Committee (1 seat: District 1 needed)
  - 8. Shallowford Region Community Advisory Committee (District 5 needed: 1 seat)
  - 9. North Chattanooga Region Community Advisory Committee (District 1 needed: 2 seats)

10. South Region Community Advisory Committee (District 7: 1 seat needed)
11. Westside Region Community Advisory Committee (District 7 needed: 4 seats)
12. Bushtown- Glenwood Region Community Advisory Committee (District 8 needed: 1 seat)
13. Dodson Region Community Advisory Committee (District 8 needed: 1 seat)
14. Hixson Region Community Advisory Committee (District 3 needed: 4 seats)
15. Washington Hills Region Community Advisory Committee (District 5 needed: 4 seats)

IX. **Comments/Questions:** Councilman Hester asked Mr. Noblett to send him information on strip mall regulations and zoning. Mr. Noblett agreed. Councilwoman Coonrod asked Mr. Noblett about limiting event halls. Mr. Noblett noted the special gathering permit in the beer code, Chapter 25 of the City Code.

X. **Adjournment:** Chair Dotley adjourned this meeting at 2:50 p.m.