



**City Council - Regular Session
The Chambers at City Center**

**8534 Main Street, Woodstock GA
(Main) 770.592.6000 (Fax) 770.926.1375
<http://www.woodstockga.gov>**

***Hearing Assistance Available Upon Request**

AGENDA

Monday, February 9, 2026

**City Council - Regular Session
7:00 PM**

ITEM 1. MEETING CALLED TO ORDER

7:00 PM Meeting called to order at The Chambers at City Center,
8534 Main Street, Woodstock, GA.

ITEM 2. RECOGNITION OF GUESTS AND VISITORS

- 1. Proclamation - Arbor Day** (Michael Caldwell)
- 2. Recognition of Misty Smith - Municipal Court Administrator (Level II)** (Michael Caldwell)
- 3. Recognition of Robyn Adams - State Certified Municipal Clerk** (Michael Caldwell)
- 4. Recognition of Promotion in Police - Lieutenant Ron Hughes Promoted to Captain** (Roland Castro)

ITEM 3. ANNOUNCEMENTS

- 1. Announcements** (Colin Ake)
The February 16th Work Session of Mayor and Council is cancelled due to Cherokee County School District Winter Break.

Arbor Day in Woodstock is Friday, February 20th. Celebrate with our annual free tree seedling giveaway. Seedlings will be given away while supplies last between 8:00 a.m. and 5:00 p.m. at the Woodstock City Hall Annex, William G. Long Senior Center, and Woodstock Visitor's Center at Dean's Store. A tree will also be planted in honor of City of Woodstock Employees celebrating 20 years of employment.

ITEM 4. PUBLIC COMMENT

ITEM 5. CONSENT AGENDA

- 1. Approve MAJBA JE 20562 - Parking Management** (Brian Stockton)

Request for approval of MAJBA JE 20562. This budget amendment is presented to account for a decrease in parking revenues from the original approved budget due to changes approved to the program prior to implementation. These changes include : first hour free, the allowance to pay by 30 minute increments after the first hour and a light handed approach to fines and appeals. The decrease is not indicative of a problem with the program as income does appear to be higher than the revised budget after the first 6 months. A timeline of estimates and approvals leading up to and after the start of the parking program on July 7, 2025 is included in the Financial Impact Section of the agenda packet under this item. This budget and related amendment is only for the operations associated with parking management and enforcement within the managed parking zone.

2. **Approve MAJBA JE 20666 - 1522 Emergency Wastewater Treatment Plant Purchase - Aeration Blower #4 Replacement** (Jeremy Parker)

Request for approval of MAJBA JE 20666 to re-allocate existing funds from the membrane tank wall coating project to fund an emergency purchase to replace aeration blower #4 at the Wastewater Treatment Plant.

ITEM 6. NEW BUSINESS

ITEM 7. MINUTES APPROVAL

1. **Consideration of Approval to Adopt Council Meeting Minutes - January 26, 2026** (Robyn Adams)
2. **Consideration of Approval to Adopt Joint Meeting/Executive Session of Mayor and Council and DDA - January 30, 2026** (Robyn Adams)
3. **Consideration of Approval to Adopt Mayor and Council Retreat Meeting Minutes - January 30, 2026** (Robyn Adams)

ITEM 8. DEPARTMENTAL REPORTS

1. **EOM Monthly Report (December 2025)** (Coty Thigpen)

ITEM 9. MAYOR AND COUNCIL COMMENTS

ITEM 10. CITY MANAGER AND STAFF COMMENTS

1. **Retreat Discussion** (Jeff Moon)

ITEM 11. EXECUTIVE SESSION - Personnel, Litigation, Real Estate

ITEM 12. FINAL ADJOURNMENT

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CITY COUNCIL AGENDA ITEM REPORT

DATE: February 9, 2026

SUBMITTED BY: Robyn Adams, City Clerk

ITEM TYPE: Proclamation

AGENDA SECTION: RECOGNITION OF GUESTS AND VISITORS

SUBJECT: **Proclamation - Arbor Day**

SUGGESTED ACTION:

ATTACHMENTS:
[PRO - Arbor Day.pdf](#)



**A PROCLAMATION BY THE MAYOR AND COUNCIL
OF THE CITY OF WOODSTOCK, GEORGIA**

ARBOR DAY

WHEREAS, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that they establish a special day to be set aside for the planting of trees; and

WHEREAS, This holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, Trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife; and

WHEREAS, Trees are a renewable resource providing us with paper, wood for our homes, fuel for our fires, and countless other wood products; and

WHEREAS, Increasing property values, enhancing the economic viability of business areas, and beautifying our community, trees are an important part of our community landscape; and

WHEREAS, Wherever they are planted, trees are a source of joy and spiritual renewal; and

WHEREAS, It is vital to support efforts to protect our trees and woodlands.

NOW, THEREFORE, BE IT RESOLVED, I, Michael Caldwell, Mayor of the City of Woodstock, Georgia, do hereby proclaim **Friday, February 20, 2026**, as **Arbor Day** in the City of Woodstock. I urge all citizens to celebrate Arbor Day by planting a tree to gladden the heart and promote the well-being of this and future generations.

Proclaimed this 9th day of February 2026.

Michael Caldwell, Mayor

Attest _____
Robyn Adams, City Clerk

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CITY COUNCIL AGENDA ITEM REPORT

DATE: February 9, 2026

SUBMITTED BY: Robyn Adams, City Clerk

ITEM TYPE: Award, Recognition

AGENDA SECTION: RECOGNITION OF GUESTS AND VISITORS

SUBJECT: **Recognition of Misty Smith - Municipal Court Administrator
(Level II)**

SUGGESTED ACTION:

ATTACHMENTS:

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CITY COUNCIL AGENDA ITEM REPORT

DATE: February 9, 2026

SUBMITTED BY: Coty Thigpen, Administration

ITEM TYPE: Award, Recognition

AGENDA SECTION: RECOGNITION OF GUESTS AND VISITORS

SUBJECT: **Recognition of Robyn Adams - State Certified Municipal Clerk**

SUGGESTED ACTION:

ATTACHMENTS:

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CITY COUNCIL AGENDA ITEM REPORT

DATE: February 9, 2026

SUBMITTED BY: Valerie Williams, Police Department

ITEM TYPE: Personnel

AGENDA SECTION: RECOGNITION OF GUESTS AND VISITORS

SUBJECT: **Recognition of Promotion in Police - Lieutenant Ron Hughes Promoted to Captain**

SUGGESTED ACTION:

ATTACHMENTS:

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CITY COUNCIL AGENDA ITEM REPORT

DATE: February 9, 2026

SUBMITTED BY: Stacy Brown, Communications

ITEM TYPE: Announcements

AGENDA SECTION: ANNOUNCEMENTS

SUBJECT: **Announcements**

SUGGESTED ACTION: The February 16th Work Session of Mayor and Council is cancelled due to Cherokee County School District Winter Break.

Arbor Day in Woodstock is Friday, February 20th. Celebrate with our annual free tree seedling giveaway. Seedlings will be given away while supplies last between 8:00 a.m. and 5:00 p.m. at the Woodstock City Hall Annex, William G. Long Senior Center, and Woodstock Visitor’s Center at Dean’s Store. A tree will also be planted in honor of City of Woodstock Employees celebrating 20 years of employment.

ATTACHMENTS:

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CITY COUNCIL AGENDA ITEM REPORT

DATE: February 9, 2026

SUBMITTED BY: Brian Stockton, Economic Development

ITEM TYPE: Budget Approval/Amendment

AGENDA SECTION: CONSENT AGENDA

SUBJECT: **Approve MAJBA JE 20562 - Parking Management**

SUGGESTED ACTION: Request for approval of MAJBA JE 20562. This budget amendment is presented to account for a decrease in parking revenues from the original approved budget due to changes approved to the program prior to implementation. These changes include : first hour free, the allowance to pay by 30 minute increments after the first hour and a light handed approach to fines and appeals. The decrease is not indicative of a problem with the program as income does appear to be higher than the revised budget after the first 6 months. A timeline of estimates and approvals leading up to and after the start of the parking program on July 7, 2025 is included in the Financial Impact Section of the agenda packet under this item. This budget and related amendment is only for the operations associated with parking management and enforcement within the managed parking zone.

ATTACHMENTS:

- [MAJBA JE 20562 - Pivot Parking Program Budget Revisions.pdf](#)
- [WDSTK updated FY26 budget 08.13.25 \(1\).pdf](#)
- [Original WDSTK FY26 Parking Budget 02.25.25.pdf](#)

**City of Woodstock, GA
Major Budget Amendment**

Name of Department Fund 556 Parking Operations
Budget Amendment # MAJBA JE 20562

Explanation of Request

This major budget amendment is to adjust the revenue and expenses for the Parking Operations (Fund 556) based on the revised program budget provided by Pivot Parking. Being 6 months into the parking program, Pivot Parking has reviewed and re-evaluated the program and has provided revisions to the program budget estimates based on decisions approved by Council and actual activities of program users.

Fund 556 Parking Operations Use of Reserves are funds loaned from excess Insurance Premium Tax Revenue in the General Fund. (Resolution No. 2026-002 via separate agenda item).

ACCOUNT NUMBER	ACCOUNT NAME	DEBIT	CREDIT
556-7564-345410-00	Parking Charges	\$ 657,833.00	
556-7564-351144-00	Fines -- Parking	\$ 26,176.00	
556-7564-521220-00	Contract Services	\$ 16,696.00	
556-9999-579110-00	Contingency - Operating		\$ 580,705.00
556-1510-394110-00	Use of Reserves		\$ 120,000.00
101-1599-394110-00	Use of Reserves	\$ 120,000.00	
101-1510-316210-00	Insurance Premium Tax		\$ 120,000.00
TOTALS		\$ 820,705.00	\$ 820,705.00

Woodstock, GA Parking Management Services

Annual Revenue & Expense Proforma

12 Month Budget Beginning July, 2025

	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Year 1
Revenue													
Transient Parking	\$ 20,037.69	\$ 27,950.03	\$ 27,513.14	\$ 28,961.20	\$ 28,162.20	\$ 29,907.00	\$ 29,034.60	\$ 26,123.80	\$ 29,980.40	\$ 28,961.20	\$ 30,053.80	\$ 28,961.20	\$ 335,646.26
Citation Revenue	\$ -	\$ 2,066.46	\$ 4,999.50	\$ 7,749.23	\$ 9,999.00	\$ 10,332.30	\$ 10,332.30	\$ 9,332.40	\$ 10,332.30	\$ 9,999.00	\$ 10,332.30	\$ 9,999.00	\$ 95,473.79
Credit Card Fees (based on revenue)	\$ (1,001.88)	\$ (1,500.82)	\$ (1,625.63)	\$ (1,835.52)	\$ (1,908.06)	\$ (2,011.97)	\$ (1,968.35)	\$ (1,772.81)	\$ (2,015.64)	\$ (1,948.01)	\$ (2,019.31)	\$ (1,948.01)	\$ (21,556.00)
Total Revenue	\$ 19,035.81	\$ 28,515.67	\$ 30,887.01	\$ 34,874.90	\$ 36,253.14	\$ 38,227.34	\$ 37,398.56	\$ 33,683.39	\$ 38,297.07	\$ 37,012.19	\$ 38,366.80	\$ 37,012.19	\$ 409,564.05
Payroll & Payroll Expenses													
Management	\$ 6,666.67	\$ 6,666.67	\$ 6,666.67	\$ 6,666.67	\$ 6,666.67	\$ 6,666.67	\$ 6,666.67	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 81,666.67
Enforcement	\$ 8,794.40	\$ 8,725.20	\$ 8,504.80	\$ 8,504.80	\$ 8,146.00	\$ 8,794.40	\$ 8,470.20	\$ 7,636.00	\$ 8,759.80	\$ 8,504.80	\$ 8,725.20	\$ 8,504.80	\$ 102,070.40
Paid Time Off	\$ 369.36	\$ 366.46	\$ 357.20	\$ 357.20	\$ 342.13	\$ 369.36	\$ 355.75	\$ 320.71	\$ 367.91	\$ 357.20	\$ 366.46	\$ 357.20	\$ 4,286.96
Payroll Processing	\$ 143.87	\$ 143.87	\$ 143.87	\$ 143.87	\$ 143.87	\$ 143.87	\$ 143.87	\$ 143.87	\$ 143.87	\$ 143.87	\$ 143.87	\$ 143.87	\$ 1,726.45
Recruiting	\$ 92.61	\$ 92.61	\$ 92.61	\$ 92.61	\$ 92.61	\$ 92.61	\$ 92.61	\$ 92.61	\$ 92.61	\$ 92.61	\$ 92.61	\$ 92.61	\$ 1,111.32
Payroll Taxes, Benefits, Work Comp.	\$ 4,557.17	\$ 4,544.91	\$ 4,505.84	\$ 4,505.84	\$ 4,442.25	\$ 4,557.17	\$ 4,499.71	\$ 4,408.56	\$ 4,607.73	\$ 4,562.54	\$ 4,601.60	\$ 4,562.54	\$ 54,355.87
Subtotal Payroll	\$ 20,624.08	\$ 20,539.71	\$ 20,270.99	\$ 20,270.99	\$ 19,833.53	\$ 20,624.08	\$ 20,228.81	\$ 19,601.75	\$ 20,971.93	\$ 20,661.02	\$ 20,929.74	\$ 20,661.02	\$ 245,217.67
Operating Expenses													
Uniforms	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 1,200.00
Operating Supplies	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 900.00
Office Supplies	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 600.00
Golf Cart	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 4,200.00
Signage ongoing	\$ 10,000.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 10,825.00
LPR + Enforcement/Permit Program	\$ 2,882.71	\$ 2,882.71	\$ 2,882.71	\$ 2,882.71	\$ 2,882.71	\$ 2,882.71	\$ 2,882.71	\$ 2,882.71	\$ 2,882.71	\$ 2,882.71	\$ 2,882.71	\$ 2,882.71	\$ 34,592.52
Business License	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100.00
Cellular Phone	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 1,800.00
Gas Expense	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 1,260.00
Mileage Reimbursement	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 600.00
Transitional Expense	\$ 1,699.91	\$ 1,699.91	\$ 1,699.91	\$ 1,699.91	\$ 1,699.91	\$ 1,699.91	\$ 1,699.91	\$ 1,699.91	\$ 1,699.91	\$ -	\$ -	\$ -	\$ 15,299.19
Dues & Subscriptions	\$ -	\$ -	\$ 180.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 180.00
Banking Services	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 3,000.00
PCI Compliance	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 2,400.00
Subtotal Operating Expense	\$ 16,012.62	\$ 5,987.62	\$ 6,167.62	\$ 5,987.62	\$ 5,987.62	\$ 5,987.62	\$ 5,987.62	\$ 5,987.62	\$ 5,987.62	\$ 5,987.62	\$ 4,287.71	\$ 4,287.71	\$ 76,956.71
Insurance													
General Liability	\$ 833.33	\$ 833.33	\$ 833.33	\$ 833.33	\$ 833.33	\$ 833.33	\$ 833.33	\$ 833.33	\$ 833.33	\$ 833.33	\$ 833.33	\$ 833.33	\$ 10,000.00
Auto Liability	\$ 831.29	\$ 831.29	\$ 831.29	\$ 831.29	\$ 831.29	\$ 831.29	\$ 831.29	\$ 831.29	\$ 831.29	\$ 831.29	\$ 831.29	\$ 831.29	\$ 9,975.48
Subtotal Insurance	\$ 1,664.62	\$ 1,664.62	\$ 1,664.62	\$ 1,664.62	\$ 1,664.62	\$ 1,664.62	\$ 1,664.62	\$ 1,664.62	\$ 1,664.62	\$ 1,664.62	\$ 1,664.62	\$ 1,664.62	\$ 19,975.48
Business Services													
Base Management Fee	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 36,000.00
Incentive Management Fee	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 15,000.00
Capital Expenditure Amortization	\$ 2,307.11	\$ 2,307.11	\$ 2,307.11	\$ 2,307.11	\$ 2,307.11	\$ 2,307.11	\$ 2,307.11	\$ 2,307.11	\$ 2,307.11	\$ 2,307.11	\$ 2,307.11	\$ 2,307.11	\$ 27,685.32
Subtotal Business Services	\$ 6,557.11	\$ 6,557.11	\$ 6,557.11	\$ 6,557.11	\$ 6,557.11	\$ 6,557.11	\$ 6,557.11	\$ 6,557.11	\$ 6,557.11	\$ 6,557.11	\$ 6,557.11	\$ 6,557.11	\$ 78,685.32
Total Expenses	\$ 44,858.44	\$ 34,749.06	\$ 34,660.35	\$ 34,480.35	\$ 34,042.88	\$ 34,833.44	\$ 34,438.16	\$ 33,811.10	\$ 35,181.28	\$ 33,170.47	\$ 33,439.18	\$ 33,170.47	\$ 420,835.17
Net Income/(Loss)	\$ (25,822.63)	\$ (6,233.40)	\$ (3,773.34)	\$ 394.56	\$ 2,210.26	\$ 3,393.90	\$ 2,960.40	\$ (127.71)	\$ 3,115.79	\$ 3,841.72	\$ 4,927.61	\$ 3,841.72	\$ (11,271.12)

Woodstock, GA Parking Management Services
Annual Revenue & Expense Proforma
12 Month Budget Beginning July, 2025

	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Year 1
Revenue													
Transient Parking	\$ 84,987.38	\$ 85,686.96	\$ 82,336.12	\$ 82,336.12	\$ 80,384.44	\$ 84,987.38	\$ 82,685.91	\$ 74,382.34	\$ 85,337.17	\$ 82,336.12	\$ 85,686.96	\$ 82,336.12	\$ 993,483.02
Citation Revenue	\$ 10,332.30	\$ 10,332.30	\$ 9,999.00	\$ 10,332.30	\$ 9,999.00	\$ 10,332.30	\$ 10,332.30	\$ 9,332.40	\$ 10,332.30	\$ 9,999.00	\$ 10,332.30	\$ 9,999.00	\$ 121,654.50
Credit Card Fees (based on revenue)	\$ (3,812.79)	\$ (3,840.77)	\$ (3,693.40)	\$ (3,706.74)	\$ (3,615.34)	\$ (3,812.79)	\$ (3,720.73)	\$ (3,348.59)	\$ (3,826.78)	\$ (3,693.40)	\$ (3,840.77)	\$ (3,693.40)	\$ (44,605.50)
Total Revenue	\$ 91,506.89	\$ 92,178.49	\$ 88,641.72	\$ 88,961.68	\$ 86,768.10	\$ 91,506.89	\$ 89,297.48	\$ 80,366.15	\$ 91,842.69	\$ 88,641.72	\$ 92,178.49	\$ 88,641.72	\$ 1,070,532.02
Payroll & Payroll Expenses													
Management	\$ 6,666.67	\$ 6,666.67	\$ 6,666.67	\$ 6,666.67	\$ 6,666.67	\$ 6,666.67	\$ 6,666.67	\$ 6,666.67	\$ 6,666.67	\$ 6,666.67	\$ 6,666.67	\$ 6,666.67	\$ 80,000.00
Enforcement	\$ 8,794.40	\$ 8,725.20	\$ 8,504.80	\$ 8,504.80	\$ 8,146.00	\$ 8,794.40	\$ 8,470.20	\$ 7,636.00	\$ 8,759.80	\$ 8,504.80	\$ 8,725.20	\$ 8,504.80	\$ 102,070.40
Paid Time Off	\$ 369.36	\$ 366.46	\$ 357.20	\$ 357.20	\$ 342.13	\$ 369.36	\$ 355.75	\$ 320.71	\$ 367.91	\$ 357.20	\$ 366.46	\$ 357.20	\$ 4,286.96
Payroll Processing	\$ 143.87	\$ 143.87	\$ 143.87	\$ 143.87	\$ 143.87	\$ 143.87	\$ 143.87	\$ 143.87	\$ 143.87	\$ 143.87	\$ 143.87	\$ 143.87	\$ 1,726.45
Recruiting	\$ 92.61	\$ 92.61	\$ 92.61	\$ 92.61	\$ 92.61	\$ 92.61	\$ 92.61	\$ 92.61	\$ 92.61	\$ 92.61	\$ 92.61	\$ 92.61	\$ 1,111.32
Payroll Taxes, Benefits, Work Comp.	\$ 4,541.08	\$ 4,528.81	\$ 4,489.74	\$ 4,489.74	\$ 4,426.14	\$ 4,541.08	\$ 4,483.61	\$ 4,335.74	\$ 4,534.95	\$ 4,489.74	\$ 4,528.81	\$ 4,489.74	\$ 53,879.20
Subtotal Payroll	\$ 20,607.99	\$ 20,523.62	\$ 20,254.89	\$ 20,254.89	\$ 19,817.42	\$ 20,607.99	\$ 20,212.71	\$ 19,195.60	\$ 20,565.81	\$ 20,254.89	\$ 20,523.62	\$ 20,254.89	\$ 243,074.33
Operating Expenses													
Uniforms	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 1,200.00
Operating Supplies	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 600.00
Office Supplies	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 20.00	\$ 240.00
LPR Vehicle	\$ 648.00	\$ 648.00	\$ 648.00	\$ 648.00	\$ 648.00	\$ 648.00	\$ 648.00	\$ 648.00	\$ 648.00	\$ 648.00	\$ 648.00	\$ 648.00	\$ 7,776.00
Golf Cart	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 350.00	\$ 4,200.00
Signage ongoing	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 900.00
LPR + Enforcement/Permit Program	\$ 2,882.71	\$ 2,882.71	\$ 2,882.71	\$ 2,882.71	\$ 2,882.71	\$ 2,882.71	\$ 2,882.71	\$ 2,882.71	\$ 2,882.71	\$ 2,882.71	\$ 2,882.71	\$ 2,882.71	\$ 34,592.52
Business License	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100.00
Cellular Phone	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 1,800.00
Gas Expense	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 540.00
Transitional Expense	\$ 1,699.91	\$ 1,699.91	\$ 1,699.91	\$ 1,699.91	\$ 1,699.91	\$ 1,699.91	\$ 1,699.91	\$ 1,699.91	\$ 1,699.91	\$ 1,699.91	\$ 1,699.91	\$ 1,699.91	\$ 15,299.19
Dues & Subscriptions	\$ -	\$ -	\$ 180.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 180.00
Banking Services	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 3,000.00
PCI Compliance	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00	\$ 2,400.00
Subtotal Operating Expense	\$ 6,570.62	\$ 6,470.62	\$ 6,650.62	\$ 6,470.62	\$ 6,470.62	\$ 6,470.62	\$ 6,470.62	\$ 6,470.62	\$ 6,470.62	\$ 6,470.62	\$ 4,770.71	\$ 4,770.71	\$ 72,827.71
Insurance													
General Liability	\$ 833.33	\$ 833.33	\$ 833.33	\$ 833.33	\$ 833.33	\$ 833.33	\$ 833.33	\$ 833.33	\$ 833.33	\$ 833.33	\$ 833.33	\$ 833.33	\$ 10,000.00
Auto Liability	\$ 831.29	\$ 831.29	\$ 831.29	\$ 831.29	\$ 831.29	\$ 831.29	\$ 831.29	\$ 831.29	\$ 831.29	\$ 831.29	\$ 831.29	\$ 831.29	\$ 9,975.48
Subtotal Insurance	\$ 1,664.62	\$ 1,664.62	\$ 1,664.62	\$ 1,664.62	\$ 1,664.62	\$ 1,664.62	\$ 1,664.62	\$ 1,664.62	\$ 1,664.62	\$ 1,664.62	\$ 1,664.62	\$ 1,664.62	\$ 19,975.48
Business Services													
Base Management Fee	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 36,000.00
Incentive Management Fee	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 1,250.00	\$ 15,000.00
Capital Expenditure Amortization	\$ 1,495.92	\$ 1,495.92	\$ 1,495.92	\$ 1,495.92	\$ 1,495.92	\$ 1,495.92	\$ 1,495.92	\$ 1,495.92	\$ 1,495.92	\$ 1,495.92	\$ 1,495.92	\$ 1,495.92	\$ 17,951.02
Subtotal Business Services	\$ 5,745.92	\$ 5,745.92	\$ 5,745.92	\$ 5,745.92	\$ 5,745.92	\$ 5,745.92	\$ 5,745.92	\$ 5,745.92	\$ 5,745.92	\$ 5,745.92	\$ 5,745.92	\$ 5,745.92	\$ 68,951.02
Total Expenses	\$ 34,589.15	\$ 34,404.78	\$ 34,316.06	\$ 34,136.06	\$ 33,698.58	\$ 34,489.15	\$ 34,093.87	\$ 33,076.76	\$ 34,446.97	\$ 32,436.15	\$ 32,704.87	\$ 32,436.15	\$ 404,828.55
Net Income/(Loss)	\$ 56,917.74	\$ 57,773.71	\$ 54,325.66	\$ 54,825.63	\$ 53,069.52	\$ 57,017.74	\$ 55,203.61	\$ 47,289.39	\$ 57,395.72	\$ 56,205.57	\$ 59,473.62	\$ 56,205.57	\$ 665,703.47

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CITY COUNCIL AGENDA ITEM REPORT

DATE: February 9, 2026

SUBMITTED BY: Karen Gammill, Public Works

ITEM TYPE: Budget Approval/Amendment

AGENDA SECTION: CONSENT AGENDA

SUBJECT: **Approve MAJBA JE 20666 - 1522 Emergency Wastewater Treatment Plant Purchase - Aeration Blower #4 Replacement**

SUGGESTED ACTION: Request for approval of MAJBA JE 20666 to re-allocate existing funds from the membrane tank wall coating project to fund an emergency purchase to replace aeration blower #4 at the Wastewater Treatment Plant.

ATTACHMENTS:
[MAJBA JE 20666 - 1522 Emergency WWTP Purchase - Aeration Blower #4 Replacement.pdf](#)

City of Woodstock, GA
Major Budget Amendment

Name of Department 504 - 1522 WATER & SEWER TAP FEES
Budget Amendment # MAJBA JE 20666

Explanation of Request

This MAJBA is to re-allocate existing funds from WWTP membrane tank wall coating project to fund an emergency purchase to replace aeration blower #4 at the WWTP.

To fund the replacement of aeration blower #4 at the WWTP by EOM aeration blower (WO-WW-MB-35) replacement (WO#350958). While blower #3 was pending installation, blower #4 failed consequently necessitating an emergency purchase and installation of blower #4 immediately.

ACCOUNT NUMBER	ACCOUNT NAME	DEBIT	CREDIT
504-1522-542110-01-AERBL4	WWTP Aeration Blower #3	\$ 30,398.00	
504-1522-541410-01-TANK01	WWTP MBR Tank Wall Coating		\$ 30,398.00
TOTALS		\$ 30,398.00	\$ 30,398.00

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CITY COUNCIL AGENDA ITEM REPORT

DATE: February 9, 2026

SUBMITTED BY: Robyn Adams, City Clerk

ITEM TYPE: Minutes

AGENDA SECTION: MINUTES APPROVAL

SUBJECT: **Consideration of Approval to Adopt Council Meeting Minutes -
January 26, 2026**

SUGGESTED ACTION:

ATTACHMENTS:
[Council Meeting Minutes 1.26.26 Final.pdf](#)



City Council Meeting
The Chambers at City Center
8534 Main Street
(Main) 770 592-6000 (Fax) 770 926-1375
<http://www.woodstockga.gov>

~MINUTES~

Monday, January 26, 2026

City Council ~ 7:00 PM

Attendees: Mayor Michael Caldwell, Council Member Colin Ake, Council Member Warren Johnson, Council Member David Potts, Council Member Brian Wolfe, Council Member Tracy Collins, Council Member Rob Usher, City Manager Jeff Moon, Deputy City Manager Coty Thigpen, City Clerk Robyn Adams, City Attorney Phil Friduss, Police Chief Roland Castro, Chief Information Officer Katy Leggett, IT Engineer I Caleb Fox, Community Development Director Melissa Sigmund, Deputy Community Development Director Duane Helton, Parks and Recreation Director Brian Borden, Public Works Director Jeremy Parker, Senior Planner Niwana Ray, Planner Natalie Faustine, Communications and Marketing Manager Stacy Brown.

ITEM 1) MEETING CALLED TO ORDER

- 7:00 PM Meeting called to order at The Chambers at City Center, 8534 Main Street, Woodstock, GA.
- Council Member Rob Usher led the group in The Pledge of Allegiance and City Manager Jeff Moon led the group in prayer.

ITEM 2) RECOGNITION OF GUESTS AND VISITORS

2.1) Recognition of Misty Smith – Certified Municipal Court Administrator (Level II) (Administration)

- Mayor Caldwell stated Ms. Smith was unable to attend tonight; however, she will be recognized at the next meeting.

2.2) Proclamation – Optimist Day (Administration)

- Mayor Michael Caldwell presented the proclamation to a representative from the Optimist Club.

ITEM 3) APPOINTMENTS/OATH OF OFFICE

3.1) Oath of Office – Brandon Williams – Planning Commission (Reappointment by Council Member Colin Ake, Ward 3) (Administration)

- Mayor Michael Caldwell administered the Oath of Office for Planning Commissioner Brandon Williams. The reappointment was made at the January 12, 2026 Council Meeting.

ITEM 4) ANNOUNCEMENTS

4.1) Announcements (Administration)

Mayor Pro Tem Colin Ake read the announcements.

- On Friday, January 30th, Mayor Michael Caldwell will present his 2026 State of the City Address at a breakfast at Woodstock City Church hosted by IN WDSTK. To register, go to inwdstk.org.
- The Mardi Gras Crawl takes place Saturday, February 7th from 2pm-6pm. The Downtown WDSTK Crawl Series supports local eateries by getting you out and about enjoying their delicious cuisines & cocktails. Plus, as crawl-goers, you get entered into the raffle to win event prizes just by getting 5 stamps on your free event stamp card. Pick up your stamp card from any participating business on crawl day. The first crawl of the 2026 season will be here before you know it!
- Valentine Bingo is returning to Downtown Woodstock February 7th to the 14th. Enjoy amazing deals and enter to win great prizes while shopping at your favorite locally owned stores. More details at visitwoodstockga.com/valentine.

ITEM 5) MEETING DECORUM

- City Clerk Robyn Adams read the meeting decorum.

ITEM 6) PUBLIC COMMENT

- *Mayor Michael Caldwell opened the Public Comment portion of the meeting.*
- *City Clerk Robyn Adams stated Martha Jean Schindler signed up to speak.*
- *Ms. Schindler spoke about concerns relating to ICE.*
- *Mayor Michael Caldwell closed the Public Comment portion of the meeting.*

ITEM 7) CONSENT AGENDA

7.1) Approve Submittal of FY 26 LMIG Application (GDOT Local Maintenance and Improvement Grant) (Public Works)

- Request for approval of submittal of FY 26 LMIG Grant Application hosted by the Georgia Department of Transportation.

7.2) Approve MAJBA JE 20539 to fund the design of the Buckhead Trail Crossing (Parks and Recreation)

- Request for approval of MAJBA JE 20539 for the use of Park Bond Funds (Use of Reserves) to fund the design of the Buckhead Trail Crossing. It was anticipated for this project to begin in FY 2027, however, timing has allowed it to begin sooner, and design is ready to begin. This MAJBA is to cover funding for the proposal including reimbursable expenses as well some undesignated funds for unanticipated costs.

7.3) Approve RFB 2026-07 Award - RFB, Contract, and Related MAJBA JE 20585 - Main Street at Elm Street Intersection Improvement Project (Award RFB & Contract) (Public Works)

- Request for approval to award bid and authorize the Mayor to execute the contract. Staff recommends the bid and contract be awarded to the lowest responsive, responsible bidder, R&B Developer, in a contract amount not to exceed \$291,766. The related MAJBA JE 20585 is included in this agenda item for approval which funds the project (inclusive of this contract and other related expenses).

7.4) Ratify Purchase of the Previously Completed Acquisition of Easements Associated with Parcel 9 for the Dobbs Road Multi-Use Trail Project (Administration)

- Request for approval to ratify the purchase of the previously completed acquisition of easements associated with Parcel 9 for the Dobbs Road Multi-Use Trail project. The acquisition includes 2,010.12 square feet of required temporary construction easement and two required temporary driveway easements.

7.5) Approve Resolution No. 2026-002 - Interfund Loan to Parking Operations Fund (Finance)

- Request for approval to adopt Resolution No. 2026-002 for an interfund loan to the Parking Operations Fund for the operations, maintenance and capital projects for Parking Operations.

7.6) Approve Streetlight Agreement for Towne Lake Widening Project (Public Works)

- Request for approval of an agreement between the City of Woodstock and Georgia Power to install (23) 75W LED Teardrop Fixtures on 15FT MH Concrete Pole and 1,500FT of Underground Cable Bore.
- *Council Member Rob Usher made a motion to approve Consent Agenda Items 7.1-7.6.*
- *Mayor Pro Tem Colin Ake seconded the motion.*
- *Motion carried (6-0).*

ITEM 8) PUBLIC HEARING

8.1) Consideration of CUP#091-25: RangeWorks, USA (Public Hearing & Vote) (Community Development)

- Request for approval of a Conditional Use Permit (CUP) to allow a “Recreational Center/Facility” greater than 4,000 SF with concurrent Variances on a property on Woodstock Parkway at Rope Mill Road, subject to the staff-recommended conditions of approval (CUP#091-25). Senior Planner Niwana Ray presented the details of the case. The Applicant, George Mattingly on behalf of RangeWorks USA, Inc., has requested a Conditional Use Permit (CUP) to operate a Recreational Center/Facility use at an unaddressed, vacant parcel located on Rope Mill Road at Woodstock Parkway, near the roundabout. The proposed golf driving range will include a ± 15,000 SF open air building with 32 bays and an adjacent hitting area that is fully enclosed by a protective netting system. The proposed development would be built above the existing gravel parking lot utilized by The Outlet Shoppes of Atlanta during seasonal volume. Three Variances are requested to site standards, largely to recognize existing conditions. Development Process Committee Recommendation: On December 17, 2025, the Development Process Committee (DPC) met to consider the proposed request. The DPC voted unanimously to recommend approval of the proposed project, subject to the below conditions of approval. Recommendation: 1. Approval of CUP to allow Recreation Center use, with site to be developed generally as shown on site plan prepared by Kimley-Horn and dated December 16, 2025. 2. Building architecture shall be as presented in elevations prepared by Point Office Architecture and dated December 10, 2025. If any additional portion of the building façade is enclosed at a later date, the material and glazing must be reviewed and approved by DPC. 3. Preexisting seasonal outlet mall parking has been previously permitted and shall continue to be allowed. 248 Page 7 4. A sign package shall be submitted at or before building submittal. No signage or banners allowed on netting, windscreen, poles. No signage shall be allowed above twenty-four (24’) above grade. 5. Fire access lane shall be paved with gated access as shown on site plan. Parking spaces to the east of the fire access lane shall be paved and striped. 6. Variance is granted to not require a 5’ sidewalk on the southwest property frontage along Woodstock Parkway. 7. Variance granted to not require landscape island trees in areas beneath netting. Trees shall be provided in parking lot landscape islands in paved parking area. Applicant shall, at Site Plan submittal, indicate how many trees should be planted under netting per LDO Ch 9 standards, and that number of tree inches shall be provided elsewhere on site. Tree bank as provided for in LDO Ch 9 could be utilized for the remainder of required tree inches on property. 8. Any guardrails on property shall match existing outlet mall 6’ metal picket style. 9. Engineer to provide letter stating existing pond capacity is sufficient for project, to be reviewed at site plan. 10.No exterior amplified sound allowed on netting poles or in parking lot. 11.Hours of operation shall be limited to 9am to 10pm. Planning Commission Recommendation: On January 8, 2026, the Planning Commission considered the project. The link to the Planning Commission agenda and video can be found on the City’s website. Planning staff provided an overview of the project and the applicant’s requests and summarized the DPC recommendation. The Applicant gave a brief presentation to the Commission, explaining more about the use and how it will function over the existing gravel parking lot. The Commissioners discussed the maintenance and upkeep of the netting over time. Following discussion, the Planning Commission voted (7-0) to recommend City Council approval of the Conditional Use Permit and Variances, with staffs recommended 241 Page 2 conditions of approval. (Condition #12 noted in red below was added by Planning Commission.) 1. Approval of CUP to allow Recreation Center use, with site to be developed generally as shown on site plan prepared by Kimley-Horn and dated December 16, 2025, attached hereto as Exhibit C. 2. Building architecture shall be as presented in elevations prepared by Point Office Architecture and dated December 10, 2025, attached hereto as Exhibit D. If any additional portion of the building façade is enclosed at a later date, the material and glazing must be reviewed and approved by DPC. 3. Preexisting seasonal outlet mall parking has been previously permitted and shall continue to be allowed. 4. A sign package shall be submitted at or before building submittal. No signage or banners allowed on netting, windscreen, poles. No signage shall be allowed above twenty-four (24’) above grade. 5. Fire access lane shall be paved with gated access as shown on site plan. Parking spaces to the east of

the fire access lane shall be paved and striped. 6. Variance is granted to not require a 5' sidewalk on the southwest property frontage along Woodstock Parkway. 7. Variance granted to not require landscape island trees in areas beneath netting. Trees shall be provided in parking lot landscape islands in paved parking area. Applicant shall, at Site Plan submittal, indicate how many trees should be planted under netting per LDO Ch 9 standards, and that number of tree inches shall be provided elsewhere on site. Tree bank as provided for in LDO Ch 9 could be utilized for the remainder of required tree inches on property. 8. Any guardrails on property shall match existing outlet mall 6' metal picket style. 9. Engineer to provide letter stating existing pond capacity is sufficient for project, to be reviewed at site plan. 10. No exterior amplified sound allowed on netting poles or in parking lot. 11. Hours of operation shall be limited to 9am to 10pm. 12. **Structure, including netting, to be regularly maintained by owner and replaced as needed.** George Mattingly, the applicant and CEO of RangeWorks presented additional details. Council Member David Potts asked staff to define where the Greenprints Trail runs up Ridgewalk Parkway and whether there is room for improvements. Senior Planner Niwana Ray showed the details on the site plan and stated they spoke with Public Works about some options that would work for connections. Council Member Warren Johnson asked questions of the applicant and made comments on the parking lot. Council Member Rob Usher asked questions of the applicant and made comments on lighting. Mayor Pro Tem Colin Ake asked City Manager Jeff Moon to go over development fees, impact fees, and the reason this was done as a CUP rather than a rezoning. Mayor Pro Tem Ake added comments about the process of the DPC and Mr. Moon added details of the public input process.

Mayor Michael Caldwell recused himself and stepped out of the Chambers.

- *Mayor Pro Tem Colin Ake opened the public hearing.*
- *City Clerk Robyn Adams stated Martha Jean Schindler signed up to speak.*
- *Ms. Schindler spoke in favor of the project; however, addressed a few concerns – why a conditional use permit rather than a zoning – traffic & pedestrian concerns – concerns over variances – concerns on lighting.*
- *Mayor Pro Tem Colin Ake closed the public hearing.*
- *Mayor Pro Tem Colin Ake made a motion to approve with recommended conditions as amended: Variance request to not require 5' sidewalk on the southwest property frontage along Woodstock Parkway approved with the condition that the existing 10' wide trail segment at the roundabout be extended along the property's frontage to the entrance driveway, if possible. If an 8-10' wide trail segment will not fit without removing trees, then a 5' wide sidewalk shall be provided instead. Preservation of existing trees takes precedence. Council will leave up to staff to administer with DPC review. Amend condition 11: Hours of operation shall be limited to 8 am to 10 pm. Amend condition 12 to require removal of all structures within one year of business ceasing operations.*
- *Council Member Warren Johnson seconded the motion.*
- *Motion carried (6-0).*

Mayor Michael Caldwell returned to the meeting.

8.2) Consideration of CUP#092-25: 11988 Hwy 92 (Public Hearing/Vote) (Community Development)

- Request for approval of a Conditional Use Permit (CUP) to allow a "Storage Yard" use with a concurrent Variance on a property zoned General Commercial (GC), subject to the staff-recommended conditions of approval (CUP#092-25). Planner Natalie Faustine presented the details of the case. The applicant, Clarke Coole, is requesting a Conditional Use Permit (CUP) to allow a storage yard at 11988 Highway 92. The property is zoned General Commercial (GC) with Parkway Overlay. Section 7.505 of the Land Development Ordinance (LDO) identifies Storage Yard as a conditionally permitted use in the GC zoning district. The proposed development would operate as a single-tenant commercial storage yard intended to serve a local trade business that has not yet been identified. The applicant also requests a Variance from the requirement that all areas of parking facilities be graded, paved, and curbed. Development Process Committee Recommendation: On December 3, 2025, the DPC considered the proposed CUP and recommended approval with conditions. Through their review of the project proposal, the DPC found that the proposed site plan is not in compliance with LDO Section 7.513.2, which states that all parking facilities, including entrances, exists, and maneuvering areas, shall be graded, paved, and curbed,

including access drive(s). As a result, the applicant added a variance to their request. At a subsequent DPC meeting on December 17, 2025, the DPC voted to recommend approval of the additional variance with conditions. The amended recommendation for approval with conditions is as follows: 1. The requested CUP is granted to allow the proposed development, which shall be substantially similar to the applicant's application package, including but not limited to the site plan and proposed tenant agreement, and attached hereto as Attachments A and B. 2. Use shall be generally consistent with the applicant supplied responses to the Conditional Use Permit review criteria, attached hereto in Attachment C. 3. The storage yard shall be rented in full to a single tenant. 4. No storage of organic, flammable, combustible, or hazardous materials permitted. Organic materials include but are not limited to mulch, pine straw, yard waste, and tree limbs. 286 6 5. Vehicle access and storage are limited to standard single-axle commercial vehicles such as box trucks or pickups. No tractor trailers or heavy freight carriers are permitted. 6. No temporary or permanent buildings permitted on site. 7. No dumpster permitted on site. 8. The designated access drive, parking area, and drive aisle must be graded and paved as required by the LDO. 9. The hours of operation shall be between the hours of 5:00 AM and 10:00 PM. 10. In the event of three (3) code enforcement violations against the subject property, the Director of Community Development may refer the approved project for additional consideration by the DPC. This may result in modifications of the Conditions of Approval. Planning Commission Recommendation: On January 8, 2026, the Planning Commission considered the proposed Conditional Use Permit and Variance request. The link to the Planning Commission agenda and video can be found on the City's website. The Commissioners raised concerns that the storage yard could take on an industrial character and negatively affect neighboring properties, especially the residential apartment complex to the south. Key concerns included noise, operating hours, the height of stacked materials, and the potential outdoor storage of hazardous materials not covered by staff-imposed conditions. DATE: January 26, 2026 TO: Woodstock City Council FROM: Natalie Faustine, Planner I SUBJECT: Project No. CUP#092-25 11988 Hwy 92 280 2 The Planning Commission voted (4-2) to recommend Council approval of the Conditional Use Permit and Variance, with staff's recommendations, except the modification of Condition of Approval #7, as shown in red below: 1. The requested CUP is granted to allow the proposed development, which shall be substantially similar to the applicant's application package, including but not limited to the site plan and proposed tenant agreement, and attached hereto as Attachments A and B. 2. Use shall be generally consistent with the applicant supplied responses to the Conditional Use Permit review criteria, attached hereto in Attachment C. 3. The storage yard shall be rented in full to a single tenant. 4. No storage of organic, flammable, combustible, or hazardous materials permitted. Organic materials include but are not limited to mulch, pine straw, yard waste, and tree limbs. 5. Vehicle access and storage are limited to standard single-axle commercial vehicles such as box trucks or pickups. No tractor-trailers or heavy freight carriers are permitted. 6. No temporary or permanent buildings permitted on site. 7. No dumpsters and/or dumpster trailers permitted on site. 8. The hours of operation shall be between the hours of 5:00 AM and 10:00 PM. 9. In the event of three (3) code enforcement violations against the subject property, the Director of Community Development may refer the approved project for additional consideration by the DPC. This may result in modifications of the Conditions of Approval. 10. Approval of a Variance allowing the designated access drive, parking area, and drive aisle to be constructed without curbing; grading and paving remain required per the LDO. Mayor Pro Tem Colin Ake asked about the hardship requested. The applicant, Clark Coole presented additional details. Council Member David Potts asked if the back of the property was screened. Applicant stated there was a screen of trees. Council Member Warren Johnson asked the applicant how many storage lots they own. Applicant stated they own four. Council Member Rob Usher stated the seclusion makes sense. Council Member Brian Wolfe asked applicant what his concerns were related to condition 9. Mayor Pro Tem Colin Ake mentioned his concerns on the criteria of this CUP.

- *Mayor Michael Caldwell opened the public hearing.*
- *City Clerk Robyn Adams stated Martha Jean Schindler signed up to speak.*
- *Ms. Schindler asked about engineered gravel as opposed to pavement and the consideration of replacement of trees.*
- *Mayor Michael Caldwell closed the public hearing.*
- *Council Member Rob Usher made a motion to approve Item 8.2 with amended conditions. Mayor Pro Tem Colin Ake suggested the motion be modified as follows: Addition of two conditions: No rental business shall operate out of this facility, including but not limited to the rental of vehicles. / All vehicle parking must be paved. Amendment to condition: In the event of three (3) code enforcement notice of violations against the subject property, the Director of Community Development may refer the approved project for additional consideration by the DPC. This may result in modifications of the conditions of approval. Council Member Rob Usher agreed to the modifications to his motion.*

- *Council Member Brian Wolfe seconded the motion.*
- *Motion carried (5-1) Mayor Pro Tem Colin Ake Opposed.*

8.3) Consideration of Adoption of Zoning Map Amendment - January 2026 (Public Hearing & Vote) (Community Development)

- Request for approval of the January 2026 Zoning Map Update. Senior Planner Niwana Ray presented the item. Land Development Ordinance (LDO) Chapter XI, Article II, Section V (Official Woodstock Zoning Map) requires semi-annual updates to the Official Zoning Map. The proposed zoning changes and annexations have been approved since the last map update adopted July 28, 2025. The table included in the agenda packet outlines the changes to the Zoning Map produced by zoning action: A#127-25 – Putnam Ford Dr. – Annexation and Rezone adopted 9/1/25, A#129-25 – River Run – Annexation and Rezone adopted 9/1/25, Z#166-25 – Dupree Road – Rezone adopted 9/15/25, A#128-25 – Arnold Mill Road – Annexation and Rezone adopted 10/1/25. Other changes since the July 2025 Map Update include: General QC to match current Cherokee County parcel boundaries. Council Member Brian Wolfe stated for clarification, these rezonings have already been approved through the rezoning and public hearing process. This is simply updating the maps to reflect what has already gone through the process and been approved by Council at a previous meeting.
- *Mayor Michael Caldwell opened the public hearing.*
- *City Clerk Robyn Adams stated Martha Jean Schindler signed up to speak.*
- *Ms. Schindler asked how citizens can have knowledge of zoning information and how they can provide public input.*
- *Mayor Michael Caldwell closed the public hearing.*

Mayor Caldwell asked City Manager Jeff Moon to provide the information Ms. Schindler requested. He stated all zoning applications to include detail are on the website with detail. In addition, all rezonings are advertised, a notification is mailed to citizens within 800 feet of the property, a sign is placed on the property prior to public hearings, there are public input meetings, and public hearings at Planning Commission Meetings and Council Meetings. Mayor Caldwell added that the GIS page on our website is a great resource for this as well. Ms. Schindler asked if it would be possible to have a more proactive way for citizens to find out about these rezonings. Mayor Caldwell stated he will certainly keep that under consideration however we offer so many ways for citizens to obtain this information already.

- *Council Member David Potts made a motion to approve Item 8.3.*
- *Council Member Brian Wolfe seconded the motion.*
- *Motion carried (6-0).*

ITEM 9) NEW BUSINESS

9.1) Consideration of Change Order #3 from Integrated Construction and Nobility (ICAN) - Little River Park Project (Woodlands Section) (Parks and Recreation)

- Request for approval of Change Order #3 from Integrated Construction and Nobility (ICAN) in the amount of \$181,275.43 for the remediation of bad soils associated with the building of the trails being built in the Woodlands section of the Little River Park project. Parks and Recreation Director Brian Borden presented the information.
- *Council Member David Potts made a motion to approve Item 9.1.*
- *Council Member Tracy Collins seconded the motion.*
- *Motion carried (6-0).*

ITEM 10) OLD BUSINESS

10.1) Consideration of Zoning Fine Appeal: Tree Removal Violation at 1000 Churchill Court (Community Development)

- Request for consideration of a zoning fine appeal for a tree removal violation that occurred at 1000 Churchill Court. Staff recommends that Council maintain the \$50,100.00 fine levied against IDC Development, LLC for the felling of fifty protected trees without approved plans or permits. This item was tabled by City Council as a part of New Business at their December 15, 2025 meeting. Community Development Director Melissa Sigmund presented the item in Mr. Dunn's absence. The appellant spoke to the group providing additional details. City Manager Jeff Moon instructed Code Enforcement to address the fence and trees on the other property. Mayor Michael Caldwell asked Council if they have the additional information they need to make a decision. Council Members addressed their concerns. Council Member Rob Usher stated we are here to address the appeal. Council Member David Potts agreed but would like to see a landscape plan. City Manager Jeff Moon stated he would suggest the fine to what the permit fee would have been originally.
- *Council Member Tracy Collins made a motion to remove Item 10.1 from the table.*
- *Council Member David Potts seconded the motion.*
- *Motion carried (6-0).*
- *Council Member David Potts made a motion to reduce the fine to the amount of the original permit fee.*
- *Council Member Rob Usher seconded the motion.*
- *Motion carried (6-0).*

10.2) Consideration to Provide Staff with Guidance on Regulatory and Operations Options for E-Bikes and Micro-mobility Devices (Community Development)

- Request for Council to provide staff with guidance on a potential Amendment to the Code of Ordinances to add provisions regarding e-bikes and micro-mobility devices. Community Development Director Melissa Sigmund presented the information. Key comments from Council include: 1) Signage and identification/stripping of trails could be beneficial as long as it's done in an attractive manner. 2) It is important to have standardized labeling/identification so people know what certain markings mean. 3) There were differing opinions on whether bicycles and other devices should be allowed on trails (wide sidewalks) within the downtown due to the amount of traffic on some roads. 4) There was interest in allowing slower motorized scooters on trails and sidewalks – this would require legal guidance due to existing state laws. 5) Parental responsibility is important. 6) Acceleration is a differentiator and problem with Class 2 e-bikes and other electric devices that don't require pedaling/human power. 7) Speed limits on trails were generally supported for trails, even if this wasn't the method of differentiating what ages of riders or what devices are allowed on trails. 8) Some Council Members supported allowing adult riders to use more types of vehicles in more locations - essentially limiting the devices youth can ride instead of limiting the types of devices. 9) Other Council Members wanted to allow Class 1 e-bikes and not Class 2 due to the quick acceleration that Class 2 e-bikes allow. 10) Chief Castro suggested having speed detection signs. 11) Some members liked this while others warned that they could encourage youth increase their speed near these signs.

ITEM 11) MINUTES APPROVAL

11.1) Consideration of Approval to Adopt Council Meeting Minutes - January 12, 2026 (City Clerk)

- *Council Member David Potts made a motion to approve Item 11.1 adopting the January 12, 2026, Council Meeting Minutes.*
- *Council Member Tracy Collins seconded the motion.*
- *Motion carried (6-0).*

ITEM 12) DEPARTMENTAL REPORTS**12.1) Fire Monthly Report (December 2025)** (Fire)**12.2) Information Technology Monthly Report (December 2025)** (IT)**12.3) Parks & Recreation Monthly Report (December 2025)** (Parks and Recreation)**12.4) Administrative Variance & Sign Waiver Update (July-December 2025)** (Community Development)**12.5) Investment Report (December 2025)** (Finance)**12.6) Public Works Project Status Report (January 2026)** (Public Works)**ITEM 13) MAYOR AND COUNCIL COMMENTS**

Mayor Michael Caldwell invited everyone to the State of the City Address on Friday morning at Woodstock City Church.

ITEM 14) CITY MANAGER STAFF COMMENTS

City Manager Jeff Moon stated he is requesting an Executive Session and will not be asking Council to take action after the session.

ITEM 15) EXECUTIVE SESSION – PERSONNEL, LITIGATION, REAL ESTATE

- *Mayor Pro Tem Colin Ake made a motion to retreat into Executive Session.*
- *Council Member Rob Usher seconded the motion.*
- *Motion carried (6-0).*

- *Mayor Pro Tem Colin Ake made a motion to return from Executive Session.*
- *Council Member Warren Johnson seconded the motion.*
- *Motion carried (6-0).*

ITEM 16) FINAL ADJOURNMENT

- *Council Member Brian Wolfe made a motion to adjourn.*
- *Council Member Tracy Collins seconded the motion.*
- *Motion carried (6-0).*

Michael Caldwell, Mayor

Robyn Adams, City Clerk

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: February 9, 2026

SUBMITTED BY: Robyn Adams, City Clerk

ITEM TYPE: Approval of Minutes

AGENDA SECTION: MINUTES APPROVAL

SUBJECT: **Consideration of Approval to Adopt Joint Meeting/Executive Session of Mayor and Council and DDA - January 30, 2026**

SUGGESTED ACTION:

ATTACHMENTS:
[Joint Meeting Mayor Council and DDA Minutes 1.30.26 Final.pdf](#)



Joint Executive Session – Mayor and Council and DDA
New Ground Farm
4563 Hickory Flat Highway, Canton, GA 30115
770 592-6000 ext. 1011 (City Clerk)
<http://www.woodstockga.gov>

~MINUTES~

Friday, January 30, 2026

Joint Meeting/Executive Session – Mayor and Council and DDA
12:00 PM

Attendees: Mayor Michael Caldwell, Mayor Pro Tem Colin Ake, Council Member Warren Johnson, Council Member David Potts (DDA Council Liaison), Council Member Brian Wolfe, Council Member Tracy Collins, Council Member Rob Usher, City Manager Jeff Moon, City Clerk Robyn Adams, Economic Development Director/DDA Director Brian Stockton, Program Manager – IN WDSTK COO/DDA Board Secretary Sylvia Breitbart, DDA Board Chair Spencer Nix, DDA Board Vice Chair David Leggett, DDA Board Member Jason Sheetz, DDA Board Member Lisa Morton, DDA Board Member Dwight Waggener, DDA Board Member Trent Chambers, Capital Improvement Plan Administrator Chris Luly, Community Development Director Melissa Sigmund.

Absent: Deputy City Manager Coty Thigpen and DDA Board Treasurer Melissa Madigan

ITEM 1) MEETING CALLED TO ORDER

- 12:04 PM Meeting called to order at New Ground Farm, 4563 Hickory Flat Highway, Canton, GA 30115.

ITEM 2) APPOINTMENTS/OATH OF OFFICE

2.1) Oath of Office – Trent Chambers – Downtown Development Authority (Reappointment by Council Member Warren Johnson, Ward 1) (Administration)

- Mayor Michael Caldwell administered the Oath of Office for Trent Chambers.

ITEM 3) EXECUTIVE SESSION – Personnel, Litigation, Real Estate

- *Mayor Pro Tem Colin Ake and DDA Board Vice Chair David Leggett made a motion to retreat into Executive Session.*
- *Council Member Tracy Collins and DDA Board Member Lisa Morton seconded the motion.*
- *Motion carried (13-0).*
- *Council Member Brian Wolfe and DDA Board Member Jason Sheetz made a motion to return from Executive Session.*
- *Mayor Pro Tem Colin Ake and DDA Board Vice Chair David Leggett seconded the motion.*
- *Motion carried (13-0).*

ITEM 4) FINAL ADJOURNMENT

- *Council Member Brian Wolfe and DDA Board Member Dwight Waggener made a motion to adjourn.*
- *Mayor Pro Tem Colin Ake and DDA Board Member Jason Sheetz seconded the motion.*
- *Motion carried (13-0).*

Michael Caldwell, Mayor

Robyn Adams, City Clerk

Spencer Nix, DDA Board Chair

Sylvia Breitbart, DDA Board Secretary

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: February 9, 2026

SUBMITTED BY: Robyn Adams, City Clerk

ITEM TYPE: Minutes

AGENDA SECTION: MINUTES APPROVAL

SUBJECT: **Consideration of Approval to Adopt Mayor and Council Retreat Meeting Minutes - January 30, 2026**

SUGGESTED ACTION:

ATTACHMENTS:

[Mayor & Council Retreat Meeting Minutes 1.30.26 Final.pdf](#)



Mayor and Council Retreat
New Ground Farm
4563 Hickory Flat Highway, Canton, GA 30115
770 592-6000 ext. 1011 (City Clerk)
<http://www.woodstockga.gov>

~MINUTES~

Friday, January 30, 2026

Mayor and Council Retreat ~ 2:00 PM
--

Attendees: Mayor Michael Caldwell, Mayor Pro Tem Colin Ake, Council Member Warren Johnson, Council Member David Potts, Council Member Brian Wolfe, Council Member Tracy Collins, Council Member Rob Usher, City Manager Jeff Moon, City Clerk Robyn Adams, Deputy City Clerk Cassandra Henry, Police Chief Roland Castro, Assistant Police Chief Brian Aligood, Chief Financial Officer Ron Shelby, Deputy Chief Information Officer Crystal Welch, Chief Information Officer Katy Leggett, Deputy Chief Information Officer Steve Onufrock, GIS Manager Greg Docekal, Community Development Director Melissa Sigmund, Parks and Recreation Director Brian Borden, Economic Development Director Brian Stockton, Public Works Director Jeremy Parker, Human Resources Director Mindy Nobis, Capital Improvement Plan Administrator Chris Luly, Communications and Marketing Manager Stacy Brown.

Absent: Deputy City Manager Coty Thigpen

ITEM 1) MEETING CALLED TO ORDER

- 2:00 PM Meeting called to order at New Ground Farm, 4563 Hickory Flat Highway, Canton, GA 30115.

ITEM 2) PRESENTATION AND DISCUSSION ITEMS

2.1) Traffic Signal Timing Presentation (Public Works)

- Public Works Director, Jeremy Parker and a representative from Metro Traxif presented information about enhancements to traffic signals throughout the City.

2.2) Sales Tax Collection Presentation (GIS)

- GIS Manager, Greg Docekal presented an analysis of the City's retail economic impact, comparing its contributions to other Cherokee County municipalities. The presentation highlighted SPLOST/ TSPLOST allocations, retail sales intensity, and the gap between economic contribution and funding distribution.

2.3) Finance Presentation (Finance)

- Chief Financial Officer Ron Shelby and Deputy Chief Financial Officer Crystal Welch presented information on the budget to include fund balances, revenue highlights, SPLOST funds, and the City's bond rating.

2.4) Capital Projects Updates (Administration)

- Capital Improvement Plan Administrator Chris Luly and Public Works Director Jeremy Parker presented updates on all current projects.

2.5) Park Bond Update (Parks and Recreation)

- Parks and Recreation Director Brian Borden provided an update on the park bond and the progress on Little River Park, the Rubes Creek project, Buckhead Trail Crossing, future park bond projects, and the Dobbs to Neece Road connection.

ITEM 3) EXECUTIVE SESSION – Personnel, Litigation, Real Estate (IF NEEDED)

- No Executive Session was needed.

City Manager Jeff Moon announced that, due to the forecasted inclement weather, the Mayor and Council Retreat scheduled for Saturday, January 31, 2026, has been cancelled.

ITEM 4) FINAL ADJOURNMENT

- *Mayor Pro Tem Colin Ake made a motion to adjourn.*
- *Council Member David Potts seconded the motion.*
- *Motion carried (6-0).*

Michael Caldwell, Mayor

Robyn Adams, City Clerk

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: February 9, 2026

SUBMITTED BY: Coty Thigpen, Administration

ITEM TYPE: Departmental Reports

AGENDA SECTION: DEPARTMENTAL REPORTS

SUBJECT: **EOM Monthly Report (December 2025)**

SUGGESTED ACTION:

ATTACHMENTS:
[EOM Monthly Report_WOODSTOCK_DEC25.pdf](#)



DECEMBER
2025

Monthly Report



PO BOX 1648
Richmond Hill, GA 31324
912.445.0050
www.eomworx.com



TABLE OF CONTENTS

Content	Section
Executive Summary.....	1.0
WRF & Pumping Stations	2.0
Appendix.....	3.0



SECTION 1.0

EXECUTIVE SUMMARY

EOM is pleased to provide this monthly report to the City of Woodstock for review. Departmental reports and requested supplemental data can be found enclosed.

MONTH HIGHLIGHT

WASTEWATER TREATMENT PLANT

- **WO-WW-MB-60** Chemical Feed_Bleach- Repaired chemical feel line
- **WO-WW-MB-35** Aeration Blower_3- Replaced valve and blower housing
- **WO-WW-MB-34** Aeration Blower_2- Replaced blower

Lift Stations

- **WO-LS-05.08** BROOKSHIRE #3- Replaced gasket
- **WO-LS-08.05** CREEKVIEW- Replaced phase monitor
- **WO-LS-12.08** OAKHURST- Replaced controller



Section 2.0

WRF & Pumping Stations



SECTION 2.0

WRF & Pumping Stations

Table 1 – WASTEWATER TREATED PERMIT COMPARISON

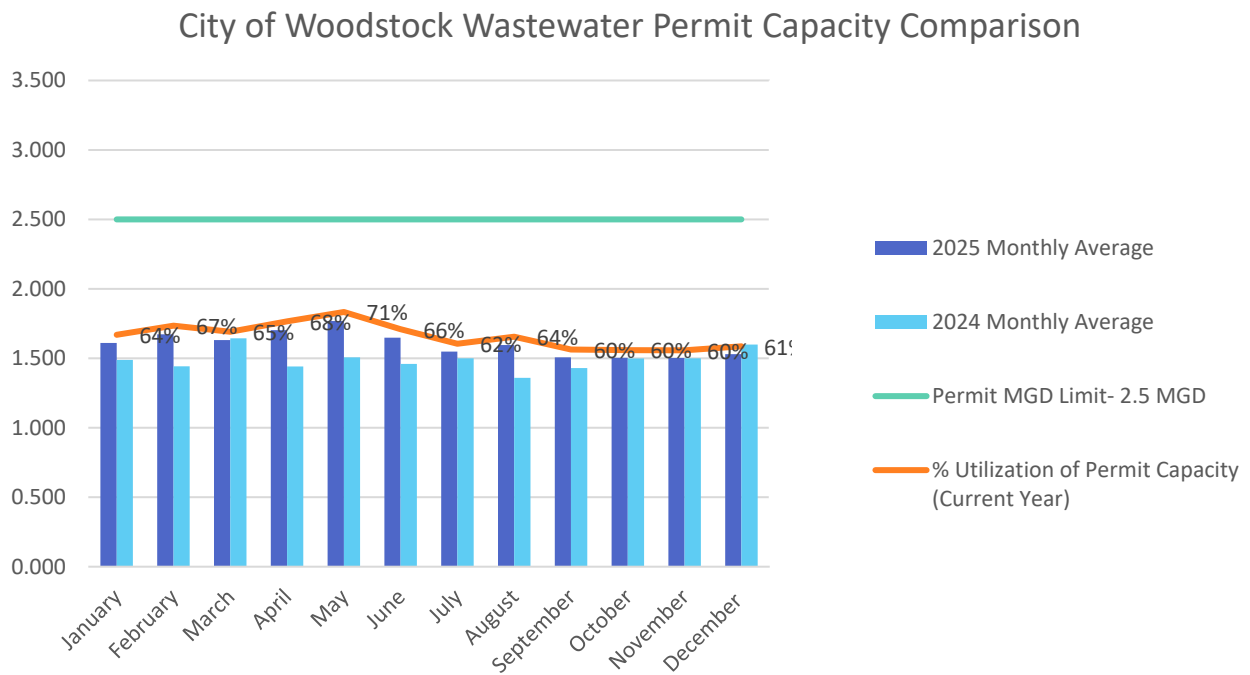
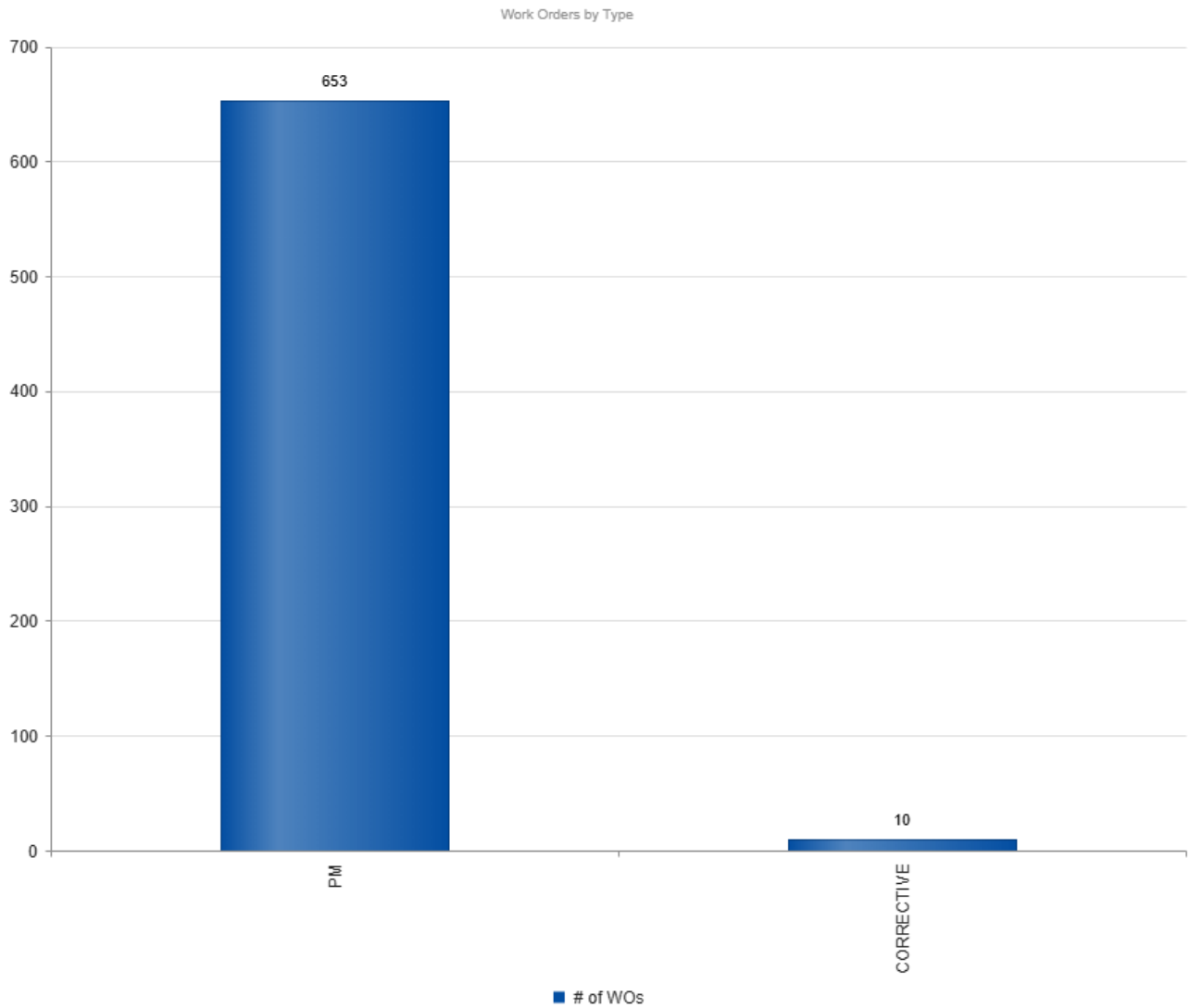




Table 2 – WORK ORDER REPORT





Section 3.0

APPENDIX

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)
DISCHARGE MONITORING REPORT (DMR)

Form Approved
 OMB No. 2040-0004

PERMITTEE NAME/ADDRESS (Include Facility Name/Location if Different)

Page 1

NAME: City of Woodstock
ADDRESS: 12453 Highway 92
 Woodstock, Georgia 30188
FACILITY: Rubes Creek WPCP
LOCATION: 228 Arnold Mill Rd
 Woodstock, GA 30188

GA0026263	001
PERMIT NUMBER	DISCHARGE NUMBER

DMR MAILING ZIP CODE: 30188

MONITORING PERIOD						
YEAR	MO	DAY	YEAR	MO	DAY	
25	12	01	25	12	31	

No Discharge

PARAMETER		QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		VALUE	VALUE	UNITS	VALUE	VALUE	VALUE	UNITS			
OXYGEN, DISSOLVED (DO)	SAMPLE MEASUREMENT	****	****	=	6.6	****	****	mg/L	0	01/01	GR GRAB
00300 1 0 0 EFFLUENT GROSS VALUE	PERMIT REQUIREMENT		****	>=	6.0 MINIMUM	****	****	mg/L		01/01	GR GRAB
BOD, 5-DAY (20 DEG. C)	SAMPLE MEASUREMENT	11.6	12.8	kg/d	****	2.0	2.2	mg/L	0	03/DW	CP COMPOS
00310 1 0 0 EFFLUENT GROSS VALUE	PERMIT REQUIREMENT	47.4 MO AVG	59.2 WKLY AVG	kg/d	****	5.0 MO AVG	7.5 WKLY AVG	mg/L		03/DW	CP COMPOS
BOD, 5-DAY (20 DEG. C)	SAMPLE MEASUREMENT	2564.7	3672.0	kg/d	****	452.0	660.0	mg/L	0	03/DW	CP COMPOS
00310 G 0 0 RAW SEW/INFLUENT	PERMIT REQUIREMENT	Req Mon MO AVG	Req Mon WKLY AVG	kg/d	****	Req Mon MO AVG	Req Mon WKLY AVG	mg/L		03/DW	CP COMPOS
PH	SAMPLE MEASUREMENT	****	****	=	6.6	****	7.2	SU	0	01/01	GR GRAB
00400 1 0 0 EFFLUENT GROSS VALUE	PERMIT REQUIREMENT	****	****	>=	6.0 MINIMUM	****	8.5 MAXIMUM	SU		01/01	GR GRAB
SOLIDS, TOTAL SUSPENDED	SAMPLE MEASUREMENT	5.7	6.4	kg/d	****	1.0	1.0	mg/L	0	03/DW	CP COMPOS
00530 1 0 0 EFFLUENT GROSS VALUE	PERMIT REQUIREMENT	95.0 MO AVG	118.0 WKLY AVG	kg/d	****	10.0 MO AVG	15.0 WKLY AVG	mg/L		03/DW	CP COMPOS
SOLIDS, TOTAL SUSPENDED	SAMPLE MEASUREMENT	9532.2	13652.7	kg/d	****	1675.3	2430.0	mg/L	0	03/DW	CP COMPOS
00530 G 0 0 RAW SEW/INFLUENT	PERMIT REQUIREMENT	Req Mon MO AVG	Req Mon WKLY AVG	kg/d	****	Req Mon MO AVG	Req Mon WKLY AVG	mg/L		03/DW	CP COMPOS
NITROGEN, ORGANIC TOTAL (AS N)	SAMPLE MEASUREMENT	****	****	****	****	0.5	****	mg/L	0	01/30	CP COMPOS
00605 1 0 0 EFFLUENT GROSS VALUE	PERMIT REQUIREMENT	****	****	****	****	Req Mon MO AVG	****	mg/L		01/30	CP COMPOS

NAME/TITLE PRINCIPAL EXECUTIVE OFFICER Michael Rhoads / Director of Wastewater	I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.	<i>Michael Rhoads</i>	TELEPHONE		DATE		
			912	445-0050	26	01	12
TYPED OR PRINTED		SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT	AREA Code	NUMBER	YEAR	MO	DAY

COMMENTS AND EXPLANATION OF ANY VIOLATIONS (Reference all attachments here)

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES)
DISCHARGE MONITORING REPORT (DMR)

Form Approved
OMB No. 2040-0004

PERMITTEE NAME/ADDRESS (Include Facility Name/Location if Different)

Page 2

NAME: City of Woodstock
ADDRESS: 12453 Highway 92
Woodstock, Georgia 30188
FACILITY: Rubes Creek WPCP
LOCATION: 228 Arnold Mill Rd
Woodstock, GA 30188

GA0026263	001
PERMIT NUMBER	DISCHARGE NUMBER

DMR MAILING ZIP CODE: 30188

MONITORING PERIOD					
YEAR	MO	DAY	YEAR	MO	DAY
FROM 25	12	01	TO 25	12	31

No Discharge

PARAMETER		QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		VALUE	VALUE	UNITS	VALUE	VALUE	VALUE	UNITS			
NITROGEN, AMMONIA TOTAL (AS N)	SAMPLE MEASUREMENT	1.1	1.3	kg/d	****	0.2	0.21	mg/L	0	03/DW	CP COMPOS
00610 1 0 0	PERMIT REQUIREMENT	9.5	11.8	kg/d	****	1.0	1.5	mg/L		03/DW	CP COMPOS
EFFLUENT GROSS VALUE		MO AVG	WKLY AVG			MO AVG	WKLY AVG				
NITROGEN, KJELDAHL TOTAL (AS N)	SAMPLE MEASUREMENT	****	****	****	****	0.5	****	mg/L	0	01/30	CP COMPOS
00625 1 0 0	PERMIT REQUIREMENT	****	****	****	****	Req Mon	****	mg/L		01/30	CP COMPOS
EFFLUENT GROSS VALUE						MO AVG					
NITRITE PLUS NITRATE	SAMPLE MEASUREMENT	****	****	****	****	1.7	****	mg/L	0	01/30	CP COMPOS
51450 1 0 0	PERMIT REQUIREMENT	****	****	****	****	Req Mon	****	mg/L		01/30	CP COMPOS
EFFLUENT GROSS VALUE						MO AVG					
PHOSPHORUS, TOTAL (AS P)	SAMPLE MEASUREMENT	0.29	0.3	kg/d	****	0.1	0.1	mg/L	0	03/DW	CP COMPOS
00665 1 0 0	PERMIT REQUIREMENT	0.95	1.2	kg/d	****	Req Mon	Req Mon	mg/L		03/DW	CP COMPOS
EFFLUENT GROSS VALUE		MO AVG	WKLY AVG			MO AVG	WKLY AVG				
PHOSPHORUS, ORTHO	SAMPLE MEASUREMENT	****	****		****	0.010	****	mg/L	0	03/DW	CP COMPOS
50785 1 0 0	PERMIT REQUIREMENT		****		****	Req Mon		mg/L		03/DW	CP COMPOS
EFFLUENT GROSS VALUE						MO AVG					
FLOW, IN CONDUIT OR THRU TREATMENT PLANT	SAMPLE MEASUREMENT	1.5	1.6	MGD	****	****	****	****	0	01/01	CN CONTIN
50050 1 0 0	PERMIT REQUIREMENT	2.5	3.1	MGD	****	****	****	****		01/01	CN CONTIN
EFFLUENT GROSS VALUE		MO AVG	WKLY AVG								
COLIFORM, FECAL GENERAL	SAMPLE MEASUREMENT	****	****	****	****	3.5	9.2	#/100mL	0	02/DA	GR GRAB
74055 1 0 0	PERMIT REQUIREMENT	****	****	****	****	200.0	400.0	#/100mL		02/DA	GR GRAB
EFFLUENT GROSS VALUE						MO GEO	WKLY GEO				

NAME/TITLE PRINCIPAL EXECUTIVE OFFICER Michael Rhoads / Director of Wastewater	I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.	<i>Michael Rhoads</i>	TELEPHONE		DATE		
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MONITORING PERIOD					
YEAR	MO	DAY	YEAR	MO	DAY
FROM 25	12	01	TO 25	12	31

No Discharge

PARAMETER		QUANTITY OR LOADING			QUALITY OR CONCENTRATION				NO. EX	FREQUENCY OF ANALYSIS	SAMPLE TYPE
		VALUE	VALUE	UNITS	VALUE	VALUE	VALUE	UNITS			
SOLIDS, SLUDGE, TOT, DRY WEIGHT 78477 1 0 0 EFFLUENT GROSS VALUE	SAMPLE MEASUREMENT	55.2	****	dry ton	****	****	****	****	0	01/30	CA CALCTD
	PERMIT REQUIREMENT	Req Mon MO TOTAL	****	dry ton	****	****	****	****		01/30	CA CALCTD
SOLIDS, SUSPENDED PERCENT REMOVAL 81011 K 0 0 PERCENTREMOVAL	SAMPLE MEASUREMENT	****	****	****	100	****	****	%	0	01/30	CA CALCTD
	PERMIT REQUIREMENT	****	****	****	>85.0 MINIMUM	****	****	%		01/30	CA CALCTD
BOD, 5-DAY PERCENT REMOVAL 81010 K 0 0 PERCENTREMOVAL	SAMPLE MEASUREMENT	****	****	****	99	****	****	%	0	01/30	CA CALCTD
	PERMIT REQUIREMENT	****	****	****	>85.0 MINIMUM	****	****	%		01/30	CA CALCTD
	SAMPLE MEASUREMENT										
	PERMIT REQUIREMENT										
	SAMPLE MEASUREMENT										
	PERMIT REQUIREMENT										
	SAMPLE MEASUREMENT										
	PERMIT REQUIREMENT										
	SAMPLE MEASUREMENT										
	PERMIT REQUIREMENT										

NAME/TITLE PRINCIPAL EXECUTIVE OFFICER Michael Rhoads / Director of Wastewater	I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.	<i>Michael Rhoads</i>	TELEPHONE		DATE		
			912	445-0050	26	01	12
TYPED OR PRINTED		SIGNATURE OF PRINCIPAL EXECUTIVE OFFICER OR AUTHORIZED AGENT	AREA Code	NUMBER	YEAR	MO	DAY

COMMENTS AND EXPLANATION OF ANY VIOLATIONS (Reference all attachments here)

City of Woodstock Monthly Permit Data

Data Entry Daily 12/1/2025 - 12/31/2025	Rubes Creek WPCP Effluent Flow Mgd MGD	Rubes Creek WPCP Influent Bod 5 MG/L	Rubes Creek WPCP Influent Solids TSS MG/L	Rubes Creek WPCP Effluent Bod 5 MG/L	Rubes Creek WPCP Effluent Solids TSS MG/L	Rubes Creek WPCP Effluent Ammonia MG/L	Rubes Creek WPCP Effluent Phosphorus MG/L	Rubes Creek WPCP Effluent Fecal Coliform #/100ML
12/1/2025 - Monday	1.87	490	1700	2	1	0.2	0.05	
12/2/2025 - Tuesday	1.65	410	1200	2	1	0.2	0.05	2
12/3/2025 - Wednesday	1.56	550	2700	2	1	0.2	0.055	
12/4/2025 - Thursday	1.38							8
12/5/2025 - Friday	1.81							
12/6/2025 - Saturday	1.53							
12/7/2025 - Sunday	1.49							
12/8/2025 - Monday	1.37	150	3100	2	1	0.2	0.05	
12/9/2025 - Tuesday	1.56	520	1900	2	1	0.2	0.05	1
12/10/2025 - Wednesday	1.43	660	1200	2.5	1	0.2	0.05	1
12/11/2025 - Thursday	1.3							
12/12/2025 - Friday	1.41							
12/13/2025 - Saturday	1.6							
12/14/2025 - Sunday	1.79							
12/15/2025 - Monday	1.46	270	510	2	1	0.22	0.05	
12/16/2025 - Tuesday	1.64	230	510	2	1	0.2	0.05	4
12/17/2025 - Wednesday	1.17	370	530	2	1	0.2	0.05	2
12/18/2025 - Thursday	1.67							
12/19/2025 - Friday	1.92							
12/20/2025 - Saturday	1.36							
12/21/2025 - Sunday	1.49	1100	5800	2	1	0.2	0.05	
12/22/2025 - Monday	1.67	240	490	2	1	0.2	0.05	17
12/23/2025 - Tuesday	1.36	640	1000	2	1	0.2	0.05	5
12/24/2025 - Wednesday	1.85							
12/25/2025 - Thursday	1.08							
12/26/2025 - Friday	1.55							
12/27/2025 - Saturday	1.69							
12/28/2025 - Sunday	1.39	490	3100	2	1	0.2	0.05	
12/29/2025 - Monday	1.82	310	840	2	1	0.2	0.05	5
12/30/2025 - Tuesday	1.12	350	550	2	1	0.2	0.05	5
12/31/2025 - Wednesday	1.7							
Sum	47.69	6,780.00	25,130.00	30.5	15	3.02	0.76	50
Avg	1.538	452	1,675.33	2.03	1	0.2	0.05	3.5
Max	1.92	1,100.00	5,800.00	2.5	1	0.22	0.06	17
Min	1.08	150	490	2	1	0.2	0.05	1
GMean								3.5

City of Woodstock Monthly Permit Data

Rubes Creek WPCP Effluent Ortho Phosphat MG/L	Rubes Creek WPCP Effluent NO2 & NO3 MG/L	Rubes Creek WPCP Effluent Org Nitrogen MG/L	Rubes Creek WPCP Effluent TKN MG/L	Rubes Creek WPCP Effluent Diss Oxygen MG/L	Rubes Creek WPCP Effluent pH SU	Rubes Creek WPCP SLSludge SolidsSlgdry Dry Tons
				7.41	7.08	1.8105
				7.32	7.18	3.9315
				7.15	6.99	2.2395
				7.26	7.01	1.87
				7.42	6.99	1.885
				7.51	7.06	
				7.29	7.09	
				7.17	6.97	3.6945
0.01	1.7	0.5	0.5	7.23	6.99	3.3284
				7.31	7.04	1.9455
				7.34	6.92	1.8075
				7.4	7	4.7115
				7.37	7.03	
				7.28	7.08	
				7.29	6.73	4.005
				7.16	6.68	1.9695
				6.83	6.58	1.7475
				7.26	6.63	2.247
				7.3	6.6	3.954
				7.09	6.72	
				7.13	6.89	
				7.01	6.58	3.741
				7.92	6.96	1.5015
				7.37	7.02	1.5225
				7.4	7.05	
				7.73	6.77	1.8045
				7.62	6.86	
				7.89	6.92	
				7.91	7.01	1.8015
				6.61	6.79	1.827
				6.72	7.18	1.8945
0.01	1.7	0.5	0.5	226.7	214.4	55.24
0.01	1.7	0.5	0.5	7.31	6.92	2.51
0.01	1.7	0.5	0.5	7.92	7.18	4.71
0.01	1.7	0.5	0.5	6.61	6.58	1.5

Item Cover Page

CITY COUNCIL AGENDA ITEM REPORT

DATE: February 9, 2026

SUBMITTED BY: Jeff Moon, Administration

ITEM TYPE: Request Council Direction

AGENDA SECTION: CITY MANAGER AND STAFF COMMENTS

SUBJECT: **Retreat Discussion**

SUGGESTED ACTION:

ATTACHMENTS: