

CHATTANOOGA CITY COUNCIL
J.B. COLLINS CONFERENCE ROOM OF THE COUNCIL BUILDING
STRATEGIC PLANNING MEETING
MINUTES – October 17, 2023

- I. **Call to Order**: Vice Chair Hill called the meeting to order at 2:00 p.m. A quorum was present that also included Councilpersons Carol Berz, Demetrus Coonrod, Isiah Hester, Chip Henderson, Darrin Ledford, and Marvene Noel. Council Chair Raquetta Dotley and Councilman Ken Smith were not present. Phil Noblett, City Attorney, and Nicole Gwyn, Clerk, were also present.
- II. **Minute Approval**
- III. **Order of Discussion Topics**: Vice Chair Hill informed the Council that Councilman Henderson had to leave the meeting at 2:30, so he had asked if the PARC Ordinance could be moved up on the agenda, prior to the CSAS discussion. By consensus of the Council, Vice Chair Hill moved the PARC Ordinance discussion to the top of the agenda.
- IV. **PARC Ordinance**: Councilman Henderson opened the discussion by advising that Councilpersons Berz and Coonrod wanted the ordinance to state nine members, which would include seven regular members and two alternates. Attorney Noblett gave his legal interpretation of the 7-member board. He also read through all the changes that had been added to the ordinance since it went through committee. [The ordinance draft is available [here](#).] Discussion ensued on the number of board members and the employment of an Executive Director. Upon no further discussion, Attorney Noblett confirmed that the Council would need to amend the ordinance at the meeting tonight regarding proposed changes to the 7-member committee.
- V. **CSAS Historic Designation**: Todd Morgan of Preserve Chattanooga and Melissa Mortimer, the city’s Historic Preservation Planner, discussed a request for a resolution designating the CSAS building, Wyatt Hall, as a local historic landmark. Discussion ensued on Wyatt Hall, past local designations, school and county responses, property owners, grant opportunities, and local community signatures. [*Councilpersons Henderson and Coonrod exited the meeting during this discussion.*]
- VI. Other Business
 - A. **New Council Staff Proposal**: Councilwoman Noel presented a proposal for the Council to consider two new staff positions: Chief of Staff and Constituent Services Director, or whatever titles the Council determined. She discussed the needs behind proposing the positions and asked for two things if the Council wishes to proceed with the positions: (1) Market Research for Competitive Analysis regarding the salaries of such positions and (2) Research into the budget funds available for salaries and benefits in this fiscal year. Vice Chair Hill recommended that the Council work on the job descriptions being proposed and the priorities of the Council. She advised needing someone for research. Councilman Ledford also noted the need for community assistance. Vice Chair Hill ended the discussion by stating that she would let Chair Dotley determine the next steps for this proposal.
 - B. Pending Legislative Matters:
 1. Social and Economic Equity Study Proposal (Coonrod)
 - C. Pending Presentations/Education Sessions
 1. Parks and Public Works Committee – 10/31
 - a) Leaf Pickup Update (Public Works)
 - b) Renewable Energy and Waste-to-Energy Project (Wastewater)

2. Dept. Report (Library - Quarterly Report) 11/14: Agenda Session
- D. Proclamation
1. World Pancreatic Cancer Awareness (Coonrod)11/14: Council meeting

VII. Council Agendas

A. Agenda for 10/17

1. 3:30 p.m. Agenda Session
2. Parks and Public Works Committee
 - a) Montague Park Plan Presentation (Martin)
3. 6:00 p.m. Council Meeting
 - a) Proclamation – Domestic Violence Awareness Month (Berz)

B. Agenda for 10/24

1. 3:30 p.m. Agenda Session
 - a) One Westside Update
2. 6:00 p.m. Council Meeting

VIII. Board Appointments

A. Pending Appointment

1. Bushtown-Glenwood Region CAC - Ponda Bailey (District 8) – 10/31 agenda

B. Current Vacancies

1. Animal Control Board (Districts 4, 5, and 7 needed)
2. Board of Sign Appeals (District 5 needed)
3. Health, Educational & Housing Facility Board (Districts 1, 3, and 8 needed)
4. Industrial Development Board (Districts 7 needed)
5. (Old) Sports Authority Board (Districts 2, 5, and 9 eligible for reappointment; District 8 needed)
6. Passenger Vehicle for Hire Board (3 seats)
7. Head Start Governing Board (Districts 1, 3 and 6 needed)
8. Lookout Valley Region CAC (3 seats: District 1 needed)
9. Shallowford Region CAC (District 5 needed: 1 seat)
10. North Chattanooga Region CAC (District 1 needed: 2 seats)
11. Westside Region CAC (District 7 needed: 4 seats)
12. Hixson Region CAC (District 3 needed: 2 seats)
13. Washington Hills Region CAC (District 5 needed: 4 seats)

IX. **Comments/Announcements:** Vice Chair Hill announced that there would be an Attorney-Client Privilege meeting today after the 3:30 meetings.

X. **Adjournment:** Vice Chair Hill adjourned the meeting at 2:50 p.m.