

CHATTANOOGA CITY COUNCIL
J.B. COLLINS CONFERENCE ROOM - COUNCIL BUILDING
STRATEGIC PLANNING MEETING – 2:00 p.m.
MINUTES – MARCH 5, 2024

- I. **Call to Order:** Chair Raquetta Dotley called the meeting to order at 2:05 p.m. A quorum was present that also included Vice Chair Jenny Hill and Councilpersons Carol Berz, Isiah Hester, Marvene Noel, and Demetrus Coonrod. Councilpersons Chip Henderson and Darrin Ledford arrived after the call to order. Councilman Ken Smith was not present. Councilman Video of this meeting is available [here](#).
- II. **Plan Chattanooga Comprehensive Update:** Dan Reuter, Planning Administrator and RPA Director, gave an update to the Plan Chattanooga comprehensive plan. Discussion ensued. [View the video [here](#) and the presentation slides [here](#).]
- I. **Minute Approval:** On motion of Councilman Ledford and seconded by Councilwoman Berz, the minutes of the last meeting (October 17, 2023) were approved.
- II. **Council Staff Proposals:** Councilwoman Noel had previously proposed two new staff positions. In follow-up today, she presented two draft job descriptions for the proposed Director of Legislative Affairs and Director of Constituent Services. Discussion ensued among the Council. [View in full [here](#).]
- III. **Fire Fighter Age Requirement:** Councilman Hester asked Administration for an update on the effort to lower the age requirement for firefighters. [View in full [here](#).] Julia Bursch, Deputy Chief Operating Officer, spoke on Administration’s work with Councilwoman Coonrod, and the Fire and Police Pension Fund. Ms. Bursch noted the need for the Fund to do actualization for lowering the age. Councilwoman Coonrod informed the Council about going to the fire and police chiefs with the idea of lowering the age requirement. She welcomed Councilman Hester to be co-sponsor the legislation once it was ready. Discussion ensued. Chief Hyman voiced his department’s support of lowering the age requirement, which would assist with recruiting.
- IV. Other Business Status
 - A. Budget & Finance Work Session 3/19 @ 2:00 p.m.
 - 1. Council priorities regarding FY25 budget
 - 2. Reviewing Audit of the City Court Clerk's Office, to include:
 - a) Caseload vs. amount of staff - how many people are served each day & in what capacity;
 - b) Number of constituents impacted / assisted with Driver's License reinstatement;
 - c) Breakdown of monies owed in fines & list of top accounts that need payment;
 - d) Process & criteria for abating cases / fines;
 - e) What constitutes a violation / how are the violations entered & tracked through the system; and
 - f) Number of tickets issued for Sessions Court that could have been sent to City Court.
 - 3. Itemized budgets & breakdown of expenses
 - a) City Judge's Office
 - b) City Court Clerk's Office

- B. Planning and Zoning Work Session #3 (Zoning Ordinance) . . . 3/26 @ 1:00 p.m.
- C. Pending Legislative Matters:
 - 1. Social and Economic Equity Study Proposal (Coonrod)
- D. Pending Presentations/Education Sessions
 - 1. Dept. Report (Library Update)4/2: Council meeting
- V. Council Agendas1
 - A. Agenda for 3/5
 - 1. Committees:
 - a) Parks & Public Works
 - b) Planning & Zoning
 - 2. Department Report: (None)
 - B. Agenda for 3/12
 - 1. Committee: (See Section IX below)
 - 2. Department Report: (None)
 - 3. Special Presentation: Proclamation Honoring Christy Rashed (Hester)
- VI. Board Appointments
 - A. Pending Resolutions
 - 1. Board of Zoning Appeals - Districts 4 & 6 reappointments - 3/19 Agenda
 - B. Current Vacancies
 - 1. Animal Control Board (Districts 4, 5, and 7 needed)
 - 2. Board of Zoning Appeals (Districts 2 expired; eligible for reappointment)
 - 3. Head Start Governing Board (District 3 needed)
 - 4. Health, Education & Housing Facility Board (District 8 needed)
 - 5. Industrial Development Board (Districts 7 needed)
 - 6. (Old) Sports Authority Board (Districts 2, 5, and 9 eligible for reappointment; District 8 needed)
 - 7. Passenger Vehicle for Hire Board (3 seats)
 - 8. Head Start Governing Board (Districts 3 and 6 needed)
 - 9. Lookout Valley Region CAC (3 seats: District 1 needed)
 - 10. Shallowford Region CAC (District 5 needed: 1 seat)
 - 11. North Chattanooga Region CAC (District 1 needed: 2 seats)
 - 12. Westside Region CAC (District 7 needed: 4 seats)
 - 13. Hixson Region CAC (District 3 needed: 4 seats)
 - 14. Washington Hills Region CAC (District 5 needed: 4 seats)
- VII. Comments/Announcements
 - A. **Affordable Housing Committee**: Vice Chair Hill announced an Affordable Housing Committee meeting next Tuesday, 3/12, during the 3:30 p.m. business meeting. Chair Dotley confirmed the scheduling.
 - B. **Officer Election**: Chair Dotley announced that the City Council's Officer Election will take place on Tuesday, 4/9.
- VIII. Adjournment: Chair Dotley adjourned this meeting at 3:24 p.m.