



CITY OF WALNUT GROVE
October 30, 2025 10:00 AM
1021 PARK STREET MUNICIPAL BUILDING
Council Work Session
Agenda

- I. Call to Order**
- II. Invocation**
- III. Pledge of Allegiance**
- IV. Roll Call**
- V. Agenda Approval**
- VI. Old Business**
 - 1. Discussion: Library Trustee Appointment: Dominic DiGrado, Donny Tudor, and Margaret Black
 - 2. Discussion: Sewer Expansion
- VII. New Business**
 - 1. Discussion: Library Ordinance Amendment
 - 2. Discussion: Fee Schedule
 - 3. Discussion: Standard Reports
- VIII. Executive Session: Personnel, Litigation, Real Estate, or Cyber Security**
- IX. Adjourn**

STATE OF GEORGIA

CITY OF WALNUT GROVE

ORDINANCE NO. 2025-_____

AN ORDINANCE TO AMEND ARTICLE VIII, SECTION 3-803, LIBRARY BOARD, OF THE CODE OF ORDINANCES FOR THE CITY OF WALNUT GROVE ; TO PROVIDE CONSISTENCY WITH LIBRARY BYLAWS; TO REPEAL CONFLICTING ORDINANCES; AND FOR OTHER PURPOSES.

WHEREAS, the governing authority of the City of Walnut Grove, Georgia is the Mayor and Council thereof; and

WHEREAS, the governing authority of the City of Walnut Grove, Georgia desires to amend its code of ordinances to create consistency in governing regulations with its partnership with the Azalea Regional Library System;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Walnut Grove, Georgia, and it is hereby ordained by authority of the same, as follows:

SECTION 1. That Article VIII, Section 3-803, of Code of Ordinances of Walnut Grove, Georgia be hereby deleted in its entirety and replaced with the following:

Section 3-803 Library Board of Trustees

1. Membership of the Board

- a. The Library Board of Trustees for the Walnut Grove Library (the "Board") shall be composed of ten (10) members appointed by the City of Walnut Grove and Walton County collectively. The City Council of Walnut Grove shall appoint six (6) members and the Walton County Board of Commissioners shall appoint four (4) members after receiving notification of the vacancies with a list of nominees recommended by the Board, one of these members shall be either the mayor or the

mayor's representative.

- b. Any person appointed by the City Council of Walnut Grove shall be a legal resident of the City of Walnut Grove. If he/she moves his/her legal residence outside of Walnut Grove city limits, he/she shall be replaced on the Board.
- c. All appointed members shall have a formal appointment letter signed by the mayor upon confirmation by the City Council.
- d. Members of the Library Board shall receive no compensation for their services in accordance with O.C.G.A. §20-5-44, but may be reimbursed for expenses incurred in the performance of their duties.

2. Term

- a. Each Board member's term of office shall be six (6) consecutive years with a starting date being the first day of the new Azalea Regional Library System's (AZRLS) fiscal year and ending on the day before the commencement of the AZRLS fiscal year six (6) years after appointment.
- b. No Board member may serve on the Board for more than two (2) consecutive terms, unless that Board member is appointed onto the Board by a different funding agency than the funding agency which appointed the member for the immediately preceding two (2) terms.
- c. Any Board member may leave the Board for any reason, from time to time, and be eligible to be re-appointed to the Board after one (1) year.

3. Removal

- a. A Board member may be recommended for removal for missing, or failure to notify, three (3) consecutive, regularly scheduled Board Meeting or Regional Board

Meetings. Removal must be approved by the City Council.

- b. Board members are required to adhere to ethical standards outlined in Ordinance No. 2023-04, of the City of Walnut Grove Code of Ordinances.
- c. Absences shall be excused if a letter of inability to attend has been sent by the Trustee to the Chair of the Board or the Director within three (3) days of regularly scheduled Board or Regional Meetings.

4. Vacancies

- a. Vacancies on the Board shall be filled in the same manner as appointments, except that when filling a vacancy, the term of the person filling the vacancy, shall be for a term of six (6) years plus any number of days from the time of appointment until the end of the current fiscal year.
- b. The replacement shall serve for a term which is greater than six (6) years, but fewer than seven (7) years.

5. Duties and Responsibilities of Board Members

- a. The Board shall serve in an advisory capacity on local matters to the Regional Board for AZRLS. The Board shall advise City Council on local policies and practices when there is no regional policy governing the area of service.
- b. The Board shall discharge those duties delegated to it by and through the Regional Board. All formal actions of the Board taken in discharging those duties shall be reported to the AZRLS Director who shall carry out any reporting duties required by State law or by the AZRLS bylaws for approval by the Regional Board and recording at their next meeting.
- c. The Board shall notify the City Council of all formal actions taken through a

monthly report submitted by the Library Board Chair.

- d. The Board shall approve the budget of the library. The Board shall present the library's fiscal needs to the City Council and Walton County Board of Commissioners.
- e. The Board shall elect its own Chair internally but must notify the City Council at the next scheduled City Council meeting.
- f. The Board may amend the Board of Trustees bylaws at any regular meeting by a two-thirds vote of the members present, provided that notice is made in writing at least ten (10) days prior to the meeting, and provided that a quorum is present. Any changes to the bylaws must be reported to the City Council.
- g. The Library Board shall act in such capacity as to allow the public the means to appeal or challenge any library rules, policies, fines or acquisitions made to the books, magazines, pamphlets, and other types of material that make up the library collection.
- h. The Board shall make recommendations for the selection of sites for public library buildings or for location of library facilities.
- i. The Board shall review and recommend to the Mayor and City Council terms for contracts and working relationships with private and public agencies regarding library services.
- j. The Board shall render, by the Librarian to the Mayor and City Council, monthly attendance, minutes, reports, recommendations, and budgetary items for capital improvements and resolutions of the Library Board.

6. Incurring Expenses

- a. The Library Board shall not be authorized to incur, on behalf of the City, any expenses incident to the operation of the library.

7. Prohibited Actions

- a. It shall be unlawful for any person to willfully or maliciously detain any library materials belonging to the public library for over thirty (30) days after notice in writing from the librarian that the library material is past due.
- b. No person shall violate any rule or regulation adopted by the Mayor and City Council or the AZRLS relating to the use of the library.
- c. No person shall willfully or maliciously mark, tear, or in any manner injure, deface, mutilate, or destroy any library materials.

- 8. Penalties.** Any person violating any provision of this ordinance is punishable upon conviction by a fine of not less than twenty-five dollars (\$25.00) nor more than five hundred dollars (\$500.00) or imprisonment in the Walton County jail for not more than thirty (30) days. Such conviction and payment of the fine shall not be construed to constitute payment for library material, nor shall a person convicted for a violation of this ordinance be thereby relieved of any obligations to return such material to the library.

SO RESOLVED this 13th day of November 2025.

City of Walnut Grove, Georgia

Stephanie Moncrief, Mayor

ATTEST:

Lynn Heard, City Clerk

APPROVED AS TO FORM:

**John J Crowley, City Attorney
Powell & Crowley, LLP**

Business		
	Current Fee	New Fee
Peddlers & Itinerant Merchant (Per Year)	5	100
Occupational Tax	100	100+10 per employee
Home Occupation	50	50
Late Fee	none	10%
Permits		
Type	Current	New
Fence	50	100
Trades Permit (Electrical, Plumbing, and HVAC)	100	100
Deck/siding	100	100
CO	50	100
Permit Renewell (after expiration)	25% of initial or 50 whichever is greater	100+25% of initial permit
Permit Extention (prior to expiration)	50	100 (additional three months)
Replacement of Permit	0	30
Fee for work done w/o permit	250	250
Temporary Construction Trailer	100	100 (Does not include trades)
Driveway Permit	50	100 (Stand Alone)
Penalty for accessory structures without authorization	250	250
Demolition Permit Residential	100	200
Demolition Permit Commercial	100	300
Above Ground Pool (non-temporary)	100	100 (does not include deck, fence, or trades)
Accessory Structure	50-100	See Building Permit Matrix
Inground Pool	N/A	300 (includes Electrical and Fence)
Site Development		
	current	new
Application Fee		
No Pre-Application Conference	50	50
When Pre-Application Conference is Required	250	250
Boundary Line Plats/Combination Plat Review	N/A	100

Exemption Plat (See LDO Sec. 300.5)	375	375
Residential Construction Plans		
2-25 lots	750	750
26+ lots	750+ 20 per lot over 25	750+ 20 per lot over 25
Residential Final Plat	475	475
Individual Commercial and Industrial Sites		
Less than 1 Acre	575	575
1-5 Acres	775	775
Greater than 5 Acres	775+25/acre over 5	775+25/acre over 5
Land Disturbance Fees		
EPD Land Disturbance Fee (Paid to EDP)	\$40/acre	\$40/acre
Residential Development Permit	30/unit (first 25 units) 20 each additional	30/unit (first 25 units) 20 each additional
Commercial Development	250/acre (min.)	250/acre (min.)
Industrial Development Permit	400/acre (min)	400/acre (min)
Building Official		
1st Reinspection/Building Plan Resubmittal	50	140
2nd Reinspection/Building Plan Resubmittal	100	180
3rd or more re-inspection/Building Plan Resubmittal	150	200
Special Inspection (not conforming to work schedule)	100	140
Zoning		
Variance	375	500 per article per parcel
Rezone	100	600
Rezone to PUD	N/A	800
Annexation	N/A	600
Conditional Use	50	300R/350C
Zoning Certification	0	70
Appeal of Admin Decision	0	200
Land Use Revision	N/A	250