



**City of Cumming Council Meeting
Work Session Meeting
February 3, 2026**

I. Call Meeting to Order – Troy Brumbalow, Mayor

The work session meeting of the Mayor and Council of the City of Cumming was held Tuesday, February 3, 2026, at 6:00 P.M., at City Hall in Cumming, Georgia. The Mayor and all Council Members were properly notified as required by law and all were present. Mayor Troy Brumbalow presided over the meeting and called the meeting to order.

II. Invocation: Mayor Brumbalow asked Administrator Phil Higgins to deliver the invocation.

III. Pledge to the Flag: Mayor Brumbalow led everyone in the Pledge to the American Flag.

IV. Consider Agenda for Adoption:

A motion was requested to adopt the agenda for the February 3, 2026 meeting. A motion was made by Chad Crane and seconded by Susie Carr to adopt the February 3 meeting agenda. The motion carried unanimously 5-0.

V. Consider for Adoption the Following Meeting Minutes:

1. Regular Scheduled Meeting of January 20, 2026

A motion was requested to adopt the minutes for the January 20, 2026 Regular Scheduled Meeting. A motion was made by Susie Carr and seconded by Jason Evans to adopt the January 20 Regular Scheduled minutes. The motion carried unanimously 5-0.

VI. Acknowledgements, Proclamations, Resolutions, etc.

There were no items presented.

VII. Old Business:

There was no old business discussed.

VIII. New Business

A. Planning and Zoning

1. Alcohol Beverage License Application – YAVA Kitchen and Brewhouse, 3001 Marketplace Boulevard

Director of Planning and Zoning, Scott Morgan, presented the following staff report on behalf of City of Cumming Code Enforcement Officer, Lenny Mancinelli.

Dear Mayor and Council members,

The Department of Planning and Zoning has received an Alcoholic Beverage License application to manufacture and brew malt beverages and for the sale of distilled spirits, malt beverages and wine for consumption on the premises for the business of YAVA Kitchen & Brewhouse located at 3001 Market Place Blvd, Cumming GA.

In accordance with the City's alcohol ordinance, a background check was conducted on the license applicant and no issues were found to deny the applicant the license. Additionally, the applicant has met all the requirements of the application process and has paid all fees due the City. It is recommended that consideration be given for the applicant to be approved for the requested license by the City of Cumming.

A motion was made by Jason Evans and seconded by Susie Carr to approve the Alcohol Beverage License Application for YAVA Kitchen and Brewhouse. The motion carried unanimously 5-0.

B. Administration

1. Update to City of Cumming Personnel and Procedures Manual

City Administrator, Phil Higgins presented the following staff report:

At the request of our Liability Insurance Carrier, we have been asked to incorporate the City's Vehicle Use Policy into the Personnel Policies and Procedures Policy Handbook. The Vehicle Use Policy has been in since 2007.

A motion was made by Jason Evans and seconded by Chad Crane to approve the City of Cumming Personnel and Procedures Manual to include a City Vehicle Use Policy. The motion carried unanimously 5-0.

2. LED Board Upgrades

City Administrator, Phil Higgins presented the following staff report:

Currently we have (3) three LED message boards. One on the Castleberry Road Bridge, one on Pirkle Ferry Road and one on Dahlonega Highway at Dobbs Creek. Those boards were installed in 2018. We are currently experiencing maintenance issues on them due to age.

Instead of spending on new tiles and maintenance, it is my recommendation to upgrade the three boards. The existing boards at 16mm resolution boards. I have quote on replacing all three with 8mm boards. This will also provide much better resolution.

Lang signs provided the original boards and I have a quote from them in the amount of \$147,291.20.

It is my recommendation to replace the current boards with Lang Signs at \$147,291.20. If approved, we can either relocate the existing boards to other locations or they can be sold as surplus property.

A motion was made by Chad Crane and seconded by Christopher Light to approve the proposal from Lang Signs in the amount of \$147,291.20 for the LED Board Upgrades. The motion carried unanimously 5-0.

3. Property Conveyance to the City – Intersection of Hutchinson Road and Castleberry Road

City Administrator, Phil Higgins presented the following staff report:

The property owner at the northern corner of the intersection of Hutchinson Road and Castleberry Road has offered to convey a 0.137 acre parcel on the corner of their property to the City of Cumming. If you agree to accept this property, we could potentially use to property for future City signage, or other purposes.

Tonight, I seek your direction as to whether you agree or decline this offer of a 0.137 acre property conveyance.

A motion was made by Jason Evans and seconded by Joey Cochran to approve the property conveyance at the intersection of Hutchinson Road and Castleberry Road. The motion carried unanimously 5-0.

IX. Announcements

No announcements were presented.

X. Executive Session (If Needed)

City Attorney, Kevin Tallant, with Tallant Howell Law Firm, advised that Executive Session was required on reasons pertaining to Real Estate Acquisition.

A motion was made by Chad Crane and seconded by Jason Evans to dismiss to Executive Session.

The motion carried unanimously 5-0.

Mayor and Council returned to Chambers from Executive Session. A motion was made by Joey Cochran and seconded by Susie Carr to adjourn Executive Session and reconvene to Regular Session. The motion carried unanimously 5-0.

XI. Adjourn

A motion was made by Chad Crane and seconded by Joey Cochran to adjourn. The motion carried unanimously 5-0.

Approved this 17th day of February, 2026.

Troy Brumbalow, Mayor

Councilmember, Chad Crane

Councilmember, Jason Evans

Councilmember, Joey Cochran

Councilmember, Christopher Light

Councilmember, Susie Carr

Attest:

City Clerk, Alison B. Smith