MINUTES OF A REGULAR MEETING

OF THE CITY COUNCIL OF CLARKSTON, GEORGIA

HELD IN-PERSON AND BY TELECONFERENCE, ZOOM AUDIO/VIDEO

IN SAID CITY ON TUESDAY, APRIL1, 2025

On the 1st day of April 2025, at 7:00 p.m., the City Council of Clarkston, Georgia met in regular session in-person and by teleconference, Zoom Audio/Video in said City. Mayor Beverly Burks called the meeting to order. The following members of the City Council were present: Vice Mayor Debra Johnson and Councilmembers Sharifa Adde, Yterenickia Bell; Jamie Carroll; Susan Hood; and Mark Perkins. Absent: None. The following City staff were present: ChaQuias Miller-Thornton (City Manager); Tomika R. Mitchell (City Clerk); Christine Hudson (Police Chief); Xavier Todd (Assistant Police Chief); Dr. Dwight Baker (Director of Human Resources & Risk Management); Richrd Edwards (Planning and Economic Development Director); Michael Duncan (Parks and Recreation Director), and Stephen Quinn (City Attorney).

NOTE: Items appearing in these minutes are in the order they were discussed, not necessarily in the order they appeared on the agenda.

1. CALL TO ORDER
   The meeting was called to order at 7:00 p.m.

2. ROLL CALL
   All Councilmembers were present.

   Vice Mayor Johnson made a motion to add an item to the agenda to discuss the carpet for the property at 736 Park N. Blvd. Councilmember Bell duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (6-0).

3. ADMINISTRATIVE BUSINESS/ PRESENTATION
   A. Employee of the Month Recognition – March 2025

   Dr. Dwight Baker, the Director of Human Resources and Risk Management recognized the Employee of the Month for March 2025, offering a brief explanation of the employees' outstanding contributions to the city. The recognition was awarded to Officer C. Earl II from the Police Department, acknowledging his dedication and hard work.

   B. To approve the following meeting minutes:
      - 2/25/2025 – City Council Work Session
      - 3/4/2025 – City Council Meeting
      - 3/25/2025 – City Council Work Session

   Vice Mayor Johnson made a motion to approve the following sets of minutes: 2/25/2025, 3/4/2025, and 3/25/2025. Councilmember Adde duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (6-0).

4. REPORTS
   A. Planning and Economic Development Report.
      - Richard Edwards provided a brief report on the Planning and Economic Development Department, the Planning and Zoning Commission, and the Historic Preservation Commission. The Downtown Development Authority (DDA) Director, Dr. Garcia presented a brief report on the DDA and how the organization is moving forward.

   B. City Manager's Report
      City Manager ChaQuias Miller-Thornton provided a brief report/update covering the following: Safe Streets and Road for All (SS4A) Project update; Citywide electronic payment capabilities; Millage Rate Meeting with DeKalb County Tax Commissioners Office; Food Distribution Event on April 5th; Mayor's Tots Town Hall on April 28th; and Waterway Clean Up.

   C. City Attorney's Report
      - Stephen Quinn did not have a report.

   D. Council Remarks
      - The Councilmembers briefly gave an overview of meetings and events they attended, and projects they are currently working on.

   E. Mayor's Report
      - Mayor Burks gave a brief overview of meetings and events she attended and other news of the city.

5. PUBLIC COMMENTS
   Martha Brown and Debbie Gathmann presented public comments.

6. OLD BUSINESS

7. CONSENT AGENDA
   A. To approve a proclamation designating April as "African American Women's History Month".
   B. To approve a proclamation designating April as "National Arab American Heritage Month".
   C. To approve a proclamation designating May 11-17 as "Economic Development Week".
   D. To approve a proclamation designating April 21 – 26 as "Georgia Cities Week".
   E. To approve the request to purchase two new 2023 Ford Interceptors from Alan Vigil Ford Lincoln Mercury, Inc. (*State Contract # 99999-001-SPD0000183-0005*) for the Police Department in the amount of $104,544.00 to be funded out of SPLOST II.
   F. To approve the request to purchase the necessary equipment for two new 2023 Ford Interceptors from Dana Safety Supply (*State Contract # GS-07F-0512T*) in the amount of $36,674.88 to be funded out of SPLOST II.
   G. To approve a resolution authorizing a change order to the Magnum Paving Resurfacing contract for additional resurfacing of three roads approved by the Georgia Department of

Transportation, Local Maintenance & Improvement Grant 2025 program in the amount of $187,071.88 to be funded out of SPLOST II.

H. To approve a resolution authorizing an Intergovernmental Agreement between the Dekalb County Housing Authority and the City of Clarkston for the joint provision of affordable housing services in the City of Clarkston.

Councilmember Carroll made a motion to approve the Consent Agenda Items 7A through H. Vice Mayor Johnson duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (6-0).

8. NEW BUSINESS
   A. To consider for approval a resolution awarding a services agreement to the most responsive and responsible bidder, Perez Planning + Design, LLC, for the Parks & Recreation Master Plan services in the amount of $141,400 to be funded out of SPLOST II.

Parks and Recreation Director, Michael Duncan presented a brief overview of the 2025 Parks & Recreation Master Plan which will run from April 7th – December 31st. Perez Planning & Design, LLC will provide consulting services to develop a master plan for Parks and Recreation facilities and offerings. The plan should create a road map for ensuring equitable proximity and connections to quality parks and green space, recreation facilities and programs throughout the community now and into the future.

The Council discussed this matter.

Councilmember Perkins made a motion to a resolution awarding a services agreement to the most responsive and responsible bidder, Perez Planning + Design, LLC, for the Parks & Recreation Master Plan services in the amount of $141,400 to be funded out of SPLOST II. Councilmember Bell duly seconded the motion. Mayor Burks called for the vote and declared the motion approved.

B. **Public Hearing** – To receive comments from the public regarding a proposed variance request from Section 540(a) of the zoning ordinance to not require a 5-foot sidewalk along a local street at 3679 West Smith Street, Clarkston, GA (18 119 05 017).

Planning and Economic Development Director, Richard Edwards stated the variance request was to not include a 5-foot sidewalk for a residential street along West Smith St. The current owner is looking to demolish the existing home and build a new single-family home. The zoning ordinance requires any construction that exceeds 50% of the replacement cost of the existing structure to be brought into conformance with the provisions of the zoning ordinance.

Staff recommended denial of the proposed variance request, and the Planning and Zoning Commission recommended approval of this request and recommended that City Council consider adopting a fee in-lieu program for sidewalks.

Public Hearing opened at 7:55pm.

Public comments were presented by Martha Brown.

Public Hearing closed at 7:56pm.

C. To consider for approval a variance request from Section 540(a) of the zoning ordinance to not require a 5-foot sidewalk along a local street at 3679 West Smith Street, Clarkston, GA (18 119 05 017).

Councilmember Carroll made a motion to approve a variance request from Section 540(a) of the zoning ordinance to not require a 5-foot sidewalk along a local street at 3679 West Smith Street, Clarkston, GA (18 119 05 017). Councilmember Perkins duly seconded the motion.

The Council briefly discussed the matter with Attorney Quinn providing legal guidance .

Mayor Burks called for the vote and declared the motion failed (1-5). Vice Mayor Johnson and Councilmembers Adde, Bell, Hood, and Perkins voted "no".

Vice Mayor Johnson made a motion to deny a variance request from Section 540(a) of the zoning ordinance to not require a 5-foot sidewalk along a local street at 3679 West Smith Street, Clarkston, GA (18 119 05 017). Councilmember Hood duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (5-1). Councilmember Carroll voted "no".

Ms. Miller-Thornton informed Mayor Burks that staff did not record a vote for Item 8A nor Item 8C. Mayor Burks stated the vote for Item 8A was unanimous and confirmed the two votes for Item 8C (1-5) and (5-1).

D. **Public Hearing** – To receive comments from the public regarding a proposed resolution approving a conditional use permit to allow a drive-thru facility at 4540 East Ponce de Leon Avenue (Parcel ID: 18 142 01 089).

Planning and Economic Development Director, Richard Edwards stated the applicant is requesting a conditional use permit to allow a drive-thru facility at an eating and drinking establishment, which use to be the old KFC/Taco Bell restaurant that closed in 2020 that had a drive-thru facility associated with the use.

The current tenant, DBA Tacos and BBQ, opened in 2024 and is unable to utilize the drive-thru facility due to the nonconforming status of the drive-thru facility with the restaurant use. Section 225 of the zoning code states that any use that is discontinued for a continuous period of six (6) months cannot be re-established unless it is compliant with the current zoning code.

Public Hearing opened at 8:18pm.

There were no public comments during the public hearing.

Public Hearing closed at 8:18pm.

E. To consider for approval a resolution authorizing a conditional use permit to allow a drive-thru facility at 4540 East Ponce de Leon Avenue (Parcel ID: 18 142 01 089).

Councilmember Bell made a motion to approval a resolution authorizing a conditional use permit to allow a drive-thru facility at 4540 East Ponce de Leon Avenue (Parcel ID: 18 142 01 089). Councilmember Perkins duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (6-0).

F. To consider for approval an ordinance establishing a truck route in the City of Clarkston.

Councilmember Perkins stated due to the impact on public safety and the city infrastructure, having large semi-trucks cutting-through residential streets resulted in downed power lines and telecommunications. Councilmember Perkins presented a proposed ordinance to establish a truck route with updated definitions and adapted hours for delivery.

The Council discussed this matter.

Councilmember Bell made a motion to approve an ordinance establishing a truck route in the City of Clarkston. Vice Mayor Johnson duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (6-0).

G. To discuss the carpet for the property at 736 Park N. Blvd.

City Manager, ChaQuias Miller-Thornton stated staff received a quote from Paryani Construction regarding the installation of a new carpet, tile, and baseboard throughout the facility in the amount of $75,472 with an additional 5% construction management cost, totaling $79,245.60. The cost for the demolition of the carpet has been eliminated due to the Public Works staff agreeing to perform the demolition services. Additionally, the Finance and Human Resources Departments were able to confirm the salary savings for the positions from the 2025 budget year that have not been filled as of the first quarter, that cost came in at $85,244 for the Assistant City Manager, Accountant, and the Parks Maintenance Worker positions. The salary savings will be used for the purchase of the carpet and tile.

The Council discussed this matter.

Vice Mayor Johnson made a motion to approve $79,245.60 for the flooring at 736 Park N. Blvd., the new City Hall. Councilmember Bell duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (6-0).

9. ADOURNMENT

Vice Mayor Johnson made a motion to adjourn. Councilmember Hood duly seconded the motion. Mayor Burks called for the vote and declared the meeting adjourned (6-0).

The meeting adjourned at 8:28 p.m.

ATTEST:

Tomika R. Mitchell
City Clerk

Beverly H. Burks
Mayor