MINUTES OF A SPECIAL MEETING
OF THE CITY COUNCIL OF CLARKSTON, GEORGIA HELD
HELD IN-PERSON AND BY TELECONFERENCE, ZOOM AUDIO/VIDEO
IN SAID CITY ON MONDAY, JULY 14, 2025

On the 14th day of July 2025, at 6:31 p.m., the City Council of Clarkston, Georgia met in special 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 Council Members were present: Vice Mayor Debra Johnson; Councilmembers Sharifa Adee, Jamie Carroll, Susan Hood, and Mark Perkins. Absent: Yterenickia Bell. The following City staff were present: ChaQuias Miller-Thornton (City Manager); Cynthia Hammond (Finance Director); and Tomika R. Mitchell (City Clerk - virtual).

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 6:31 p.m.

2. ROLL CALL

   Councilmember Bell was absent.

3. PUBLIC COMMENTS

   There were no public comments.

4. NEW BUSINESS

   A. To discuss and consider a resolution authorizing, among other things, the issuance and sale of a Tax Anticipation Note (TAN) in the amount of $900,000.

   City Manager ChaQuias Miller-Thornton provided a brief overview of the recommended TAN informing Council staff identified an estimated cash-flow deficient in early August and presented a cash-flow analysis to the City's financial advisor, Davenport, who then presented a Request for Proposal for the institution. Three bids were received from Truist Bank, Huntington Bank, and Zions Bank. The recommendation from the Administration and Davenport recommends City Council approval of the TRUIST Bank proposal for issuance of the 2025 TAN. Currently TRUIST serves as the institution that provides treasury management services for the City and has historically serviced the City's TAN issuances. Approval is requested under the terms provided in the resolution for issuance. Total debt service is $915,462.75 at 3.81%. Total estimated costs of issuance is $15,200.00. Total cash to be received by the City is approximately $885,000.00. Total estimated cost to the city, with debt service interest and costs is $30,662.75.

   It is a requirement of the debt service to have the debt paid by December 31.

   The Council briefly discussed the item.

Councilmember Carroll made a motion to approve the issuance and sale of a Tax Anticipation Note (TAN) in the amount of $900,000 with Truist as the vendor with the terms outlined. Councilmember Perkins duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (5-0).

B. To discuss and consider a recommendation of approval of the contract with IKON Filmworks, LLC, for the relocation of current and installation of new audio-visual equipment for the Courtroom and Council Chambers in the amount of $36,005.

City Manager ChaQuias Miller-Thornton provided a brief overview of staff identifying a service need for disconnect, relocation, and installation of audio and visual equipment at the Courtroom and Council Chambers at the new location. Equipment will be removed from the Church St. location and subsequently installed at the new location. Two bids were provided from BIS Digital, Inc, and IKON Filmworks, the current audio-visual service provider.

Ms. Miller-Thornton informed the Council that the Courtroom facility was not initially included in the plan design. Two weeks prior to the certificate of occupancy being issued, it was determined that the equipment would need to be relocated. Staff reached out to the equipment provider, BIS Digital, Inc., who informed staff they would only move their equipment and not the City's equipment. Subsequently, staff reached out to our current audio-visual service provider, IKON Filmworks.

After consulting with the city's Procurement Specialist and the Finance Director, it was determined that the two quotes could be presented to Council under the emergency purchases regulation.

BIS Digital, Inc., submitted a bid of $32,728.35. For this amount, they would only move and relocate the existing equipment that was purchased directly from them. IKON Filmworks, the current audio-visual service provider, submitted a bid of $36,005. For this amount, they would remove current microphones, speakers and reinstall at the current location, install a new audio board and stage box (currently do not have in old court room), install all new cabling for speakers and microphones, install new video cables, install 3 new cameras and camera controllers, install a new wireless microphone system, install a video switcher for streaming.

Staff recommended approval of the contract with Ikon Filmworks for audio visual services for relocation of current and installation of new audio visual equipment.

The Council briefly discussed the item.

Councilmember Hood made a motion to approve the contract with IKON Filmworks, LLC, for the relocation of current and installation of new audio-visual equipment for the Courtroom and Council Chambers in the amount of $36,005. Councilmember Carroll duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (5-0).

5. ADJOURNMENT

Councilmember Perkins made a motion to adjourn. Councilmember Hood duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (5-0).

The meeting adjourned at 6:45 p.m.

ATTEST:

Tomika R. Mitchell
City Clerk

Beverly H. Burks
Mayor