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, DECEMBER 3, 2024

On the 3rd day of December 2024, 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: Tammi Saddler Jones (Interim City Manager); Lolita Grant (Finance Director); Christine Hudson (Police Chief); Dr. Dwight Baker (Director of Human Resources & Risk Management); Tomika R. Mitchell (City Clerk); 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
   Councilmember Carroll was not present during roll call.

   Vice Mayor Johnson made a motion to remove Items 8B and 8C. Councilmember Bell duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (5-0). Councilmember Carroll was absent.

3. ADMINISTRATIVE BUSINESS/ PRESENTATION
   A. To approve minutes the following meetings:
      - 11/07/2024 – City Council Meeting
      - 11/26/2024 – City Council Work Session Meeting

   Vice Mayor Johnson made a motion to approve the 11/07/2024 City Council Meeting minutes and 11/26/2024 City Council Work Session minutes. Councilmember Hood duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (5-0). Councilmember Carroll was absent.

4. REPORTS
   A. Communications Manager Report.
      - Retonjah Burdette gave a brief report on the Communications.

Councilmember Carroll entered the meeting virtually at 7:10 p.m.

   B. City Manager's Report

- The Interim City Manager, Tammi Saddler Jones gave a brief report on the bi-weekly reports from the directors, the Winter Wonderland Event, the Food Giveaway, current open positions with the city, and the I-285 transit study.

C. City Attorney's Report
- Stephen Quinn gave a brief overview of House Bill 581 and introduced the new Attorney, Laura Moore from Wilson, Morton & Downs, LLC that will be assisting Attorney, Stephen Quinn.

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
The following citizens presented public comments: Robert Winfrey, Ken Wainwright, and Debbie Gathmann.

6. OLD BUSINESS

7. CONSENT AGENDA
A. To adopt a resolution to add membership in a fund of Georgia Interlocal Risk Management Agency (GIRMA) for PTSD Diagnosis Benefit for First Responders in the amount of $736.00 to be funded out of the General Fund.
B. To approve a declaration and application proposing an adjustment to the Georgia Municipal Employees Benefit Systems, Life and Health Plan effective date for new employees at no cost to the city.
C. To adopt a resolution approving an agreement between the City of Clarkston and A&S Paving, Inc for Drainage Improvement Project #1 at 3731 & 3737 Market Crescent Drive, Clarkston, GA 30021 and 860 Market Way, Clarkston, GA 30021 in the amount of $177,430 to be funded out of the Storm Water Enterprise Fund.
D. To authorize the City Engineer to submit the FY 2025 Local Maintenance Improvement Grant (LMIG) application in the amount of $112,384.11 to the Georgia Department of Transportation; including the minimum of 30% local match to be funded out of SPLOST II, due by February 1, 2025.
E. To approve the U.S. Department of Transportation "Safe Streets for All (SS4A)" Grant Agreement to receive a SS4A Grant for the Greater Clarkston SS4A Vision Zero Safety Action Plan.
F. To adopt a resolution approving a renewal agreement for procurement services with Bowman Moody Enterprise, LLC for in the amount of $21,000 for up to six months to be funded out of the General Fund.
G. To adopt a resolution to amend the alcoholic beverage license fee schedule.

H. To adopt an ordinance to amend Chapter 3 of the City Code to increase the annual license fees associated with various alcoholic beverage licenses.
I. To adopt an ordinance to amend Chapter 11 of the City Code to increase the administrative fee amount required to be paid in connection with applying for or renewing a business license.
J. To adopt an ordinance to amend Chapter 10, Article VII of the City Code to increase the annual permit fee amount associated with a hookah permit.
K. To adopt an ordinance to amend the City's Personnel Code to specify department heads and to provide for an administrator of human resources.
L. To approve the proposed dates for the 2025 City Council Regular Meetings and Work Sessions.

Councilmember Perkins made a motion to approve the Consent Agenda Items 7A through L. 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 adopting a resolution amending the FY 2024 Budget.

Finance Director, Lolita Grant gave a brief overview of the FY 2024 Budget line-item amendments being proposed to adjust for projected revenues and expenditures for the General Fund and other funds.

The Council discussed the amendments with Ms. Grant responding to questions regarding the general fund balance and the format of the budget amendment.

Vice Mayor Johnson made a motion to adopt a resolution to amend the FY 2024 Budget. Councilmember Bell duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (6-0).

B. To consider allocating $7,000 from the FY 2025 adopted budget/ Community Action Budget Grant Program to the Tell Me a Story Event.

This item was removed from the agenda by motion at the beginning of the meeting.

C. To consider allocating an additional $5,000 from the FY 2025 adopted budget/ Community Action Budget to the Clarkston Community Center venue rentals.

This item was removed from the agenda by motion at the beginning of the meeting.

D. To consider the proposed dates for the 2025 Mayor, Council, and Staff Retreat.

Interim City Manager, Tammi Saddler Jones stated the past two years the City held the retreat at the Georgia Municipal Association Headquarters (GMA). Staff reached out to GMA this year regarding availability of their conference room and learned GMA is now charging for their conference room.

The Council discussed possible dates to have the retreat and recommended deciding on a date using Doodle, an electronic survey.

Interim City Manager will send Council a Doodle with February and March dates for the 2025 Mayor, Council, and Staff Retreat.

9. ADOURNMENT

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

The meeting adjourned at 8:05 p.m.

ATTEST:

Tomika R. Mitchell
City Clerk

Beverly H. Burks
Mayor