

MINUTES OF A SPECIAL MEETING
OF THE CITY COUNCIL OF CLARKSTON, GEORGIA

HELD IN-PERSON IN SAID CITY ON WEDNESDAY, DECEMBER 18, 2024

On the 18th day of December 2024, at 6:00 p.m., the City Council of Clarkston, Georgia met in special session in-person in said City. Mayor Beverly Burks called the meeting to order. Vice Mayor Debra Johnson and the following members of the City Council were present: Councilmembers Sharifa Adde; Yterenickia Bell; Susan Hood; and Mark Perkins. Absent: Jamie Carroll. The following City staff were present: Tammi Saddler Jones (Interim City Manager); Lolita Grant (Finance Director); Christine Hudson (Police Chief); 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 6:00 p.m.

2. ROLL CALL

Councilmember Adde was not present during the roll call.

3. NEW BUSINESS

- A. To adopt a resolution to fully obligate before December 31, 2024, and allocate American Rescue Plan Act (ARPA) Funds.

Interim City Manager, Tammi Saddler Jones gave a brief overview of the ARPA funds stating the City initially received \$4,719,115 to obligate prior to December 31, 2024, and explained what obligation meant pertaining to ARPA funds. Obligating essentially means having contracts in place for many of the services. The Council will see that the upcoming items are essentially services that the city is currently using ARPA funds for, and the city does not have the required professional services agreements in place to show that the city has obligated those funds.

No action was taken on this matter.

- B. To adopt a resolution awarding a contract to Claratel Behavioral Health for licensed clinician and case management services in the Police Department, for a term of two (2) years in an amount not to exceed \$86,275 annually, to be funded out of ARPA Funds, effective 12/19/2024.

Interim City Manager, Ms. Saddler Jones stated this would be a contract for a licensed clinician and case management services in the Police Department. The Council did create a resolution for a Social Worker position and that person was in that role for about four months, but that position is now vacant. In order for the city not to lose those funds, the city has to designate them through a contract.

Chief Hudson gave a brief overview of this item and stated the City of Decatur, and the City of Doraville are using the same company, and both cities are very pleased with the services. Chief Hudson gave a brief overview of the services that would be rendered to the city through Claratel Behavioral Health.

Councilmember Adde entered the meeting at 6:09 p.m.

The Council discussed this matter with legal advice given from the City Attorney, Stephen Quinn.

The Council discussed putting some expenses, which are planned to be done under the General Fund, under the ARPA Funds for next year. Then take time to come back and look at some of the other issues with General Fund.

Asking for clarity, Mayor Burks stated the City did not have to do the contract before Council and staff can reallocate the funding, making it from the General Fund to the ARPA fund and the position can be put into the General Fund for 2025-2026. Finance Director, Lolita Granted stated we have to make sure that anything that is moved over from the General Fund for ARPA Funds, we have to make sure that they are put back at the end of 2026 when the funding is gone.

Councilmember Perkins made a motion to reallocate the ARPA funding for the Public Safety Social Intervention salary in the amount of \$86,275 to be covered in 2025 and 2026 for a total of \$172,550, to cover General Public Safety to be allocated at the discretion of the City Manager and the Finance Director. Councilmember Bell duly seconded the motion.

Councilmember Perkins withdrew his motion.

Councilmember Perkins made a motion to move the money allocated for the Social Worker salary and benefits to General Public Safety fund to be allocated at the discretion of the City Manager and the Finance Director. Councilmember Bell duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (5-0).

C. To adopt a resolution extending the contract with CHA Solutions for grant writing services for a term of two (2) years in the amount of \$50,000 annually, to be funded out of ARPA Funds, effective 12/19/2024.

Mayor Burks stated the city is already working with the company now, we are just making sure the money is allocated to the contract.

The Council briefly discussed this matter.

Interim City Manager, Ms. Saddler Jones stated she reached out to the vendor, but she did not call her back, but has expressed interest in continuing to work with the city.

Councilmember Bell made a motion to adopt a resolution extending the contract with CHA Solutions for grant writing services for a term of two (2) years in the amount of \$50,000 annually, to be funded out of ARPA Funds, effective 12/19/2024. Vice Mayor Johnson duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (5-0).

- D. To adopt a resolution awarding a contract to Dekalb Pro Bono for residential legal aid assistance for a period of two (2) years, in an amount not to exceed \$35,000, to be funded out of ARPA Funds, effective 12/19/2024.

Mayor Burks stated the city is currently doing this now and it is an extension of what the city is already doing.

The Council briefly discussed this matter.

Councilmember Bell made a motion to adopt a resolution awarding a contract to Dekalb Pro Bono for residential legal aid assistance for a period of two (2) years, in an amount not to exceed \$35,000, to be funded out of ARPA Funds, effective 12/19/2024. Vice Mayor Johnson duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (5-0).

- E. To adopt a resolution extending the service agreement with Clarkston Community Center to provide ESL classes to Clarkston residents until 2025, not to exceed \$55,000, to be funded out of ARPA Funds, effective 12/19/2024.

Councilmember Perkins made a statement about previously recusing himself on an item related to the Clarkston Community Center due to a potential conflict of possibly moving forward with a consulting contract with the Clarkston Community Center but decided not to pursue the contract, so he no longer had to recuse himself from this item.

The Council briefly discussed this matter.

Vice Mayor Johnson made a motion to adopt a resolution extending the service agreement with Clarkston Community Center to provide ESL classes to Clarkston residents until 2025, not to exceed \$55,000, to be funded out of ARPA Funds, effective 12/19/2024. Councilmember Perkins duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (5-0).

- F. To adopt a resolution extending the service agreement with Amani Women's Center, for Workforce Development to Clarkston residents until 2026, not to exceed \$82,800, to be funded out of ARPA Funds, effective 12/19/2024.

Mayor Burks stated Councilmember Adde works with the Amani Women's Center and recused herself from this item.

Councilmember Adde left the meeting during this item.

The Council briefly discussed this matter.

Vice Mayor Johnson made a motion to adopt a resolution extending the service agreement with Amani Women's Center, for Workforce Development to Clarkston residents until 2026, not to exceed \$82,800, to be funded out of ARPA Funds, effective 12/19/2024. Councilmember Hood duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (4-0). Councilmember Adde was absent during this vote.

Councilmember Adde entered the meeting.

- G. To adopt a resolution awarding a contract to Robert Half for clerical services for the City of Clarkston for a term of one (1) year until 2025 in an amount not to exceed \$60,000, to be funded out of ARPA Funds, effective 12/19/2024.

Interim City Manager, Ms. Saddler Jones stated this was a resolution approving a professional services agreement with Robert Half, Inc. to provide temporary clerical services for the City of Clarkston in an amount not to exceed \$60,000 annually funded through ARPA Grant until December 31, 2025, with an effective date of December 19, 2024.

The Council briefly discussed this matter.

Councilmember Perkins made a motion to reallocate the funding currently designated for Administrative staff, salaries and benefits to salaries and benefits for any currently filled position. Councilmember Bell duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (5-0).

- H. To discuss a resolution approving the professional services Agreement with Fresh Food Town Grocery Store to prepare the food boxes for the City of Clarkston's food giveaway events in an amount not to exceed \$136,023 funded through ARPA Grant, until December 31, 2025 with an effective date of December 19, 2024.

The Council briefly discussed this matter.

Vice Mayor Johnson made a motion to discuss a resolution approving the professional services Agreement with Fresh Food Town Grocery Store to prepare the food boxes for the City of Clarkston's food giveaway events in an amount not to exceed \$136,023 funded through ARPA Grant, until December 31, 2025 with an effective date of December 19, 2024. Councilmember Bell duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (5-0).

- I. To consider for approval using ARPA funds toward the contract cost with VC3 to purchase computers and servers in an amount not to exceed \$80,000, funded through ARPA Grant until December 31, 2025, with an effective date of December 19, 2024.

Interim City Manager, Ms. Saddler Jones stated this particular item is one that was originally included on the ARPA funded list, and it is allocated at \$80,000 and therefore we are requesting

that the council allow us to use those funds to purchase new computers and servers. Right now, we would have to do a contract with VC3, and although they are doing our IT services for us because we currently don't have an in house, IT professional on staff. This would allow us to purchase those much-needed computers and servers, particularly as we go into the new building.

The Council briefly discussed this matter.

Councilmember Perkins made a motion to approve using ARPA funds toward the contract cost with VC3 to purchase computers and servers in an amount not to exceed \$80,000, funded through ARPA Grant until December 31, 2025, with an effective date of December 19, 2024. Vice Mayor Johnson duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (5-0).

J. To consider for approval using ARPA funds toward the contract cost with Paryani Construction, Inc., a Georgia Statewide Contract Number 99999-SPD-520200901-0020 and the Gordian Construction Contract Number GA-A07-040820-PAR under the Sourcewell Contract Number, for the construction work to renovate some areas within the building located at 736 Park North for Use as City Administrative Space for a term of six months in an amount not to exceed \$15,000.

Interim City Manager, Ms. Saddler Jones stated the Council has already approved a contract with Paryani Construction back in June. The Council approved a contract amount of \$480,000 for construction at 736 Park North. Paryani Construction provided us with a cost estimate to begin the construction in the amount of \$489,000. The construction cost came back at \$532,000 and Paryani Construction was informed that the budget amount was \$480,000. Paryani Construction has since then come back with an amount of \$489,000 and is doing their value engineering.

Staff is requesting to use \$15,000 of the ARPA Funds out of the Public Works line item, other purchase services, office building, which has \$135,000 in that line item. This particular amount was included when this budget was prepared for the ARPA projects. Staff is requesting to use \$15,000 out of this ARPA funding that needs to be allocated before December 31st, to go towards the overage that we currently have concerning the \$489,000.

Councilmember Bell made a motion to approval using ARPA funds toward the contract cost with Paryani Construction, Inc., a Georgia Statewide Contract Number 99999-SPD-520200901-0020 and the Gordian Construction Contract Number GA-A07-040820-PAR under the Sourcewell Contract Number, for the construction work to renovate some areas within the building located at 736 Park North for Use as City Administrative Space for a term of six months in an amount not to exceed \$15,000.

The Council briefly discussed this matter.

Councilmember Perkins duly seconded the motion. Mayor Burks called for the vote and declared the motion failed (2-3). Vice Mayor Johnson and Councilmember Adde and Hood voted “no”.

The Council briefly discussed the undesignated ARPA Funds in the amount of \$15,000.

Councilmember Perkins made a motion to reallocate funding currently allocated to Public Works, other purchase services, office building, and to the General Public Works funds to be determined by the City Manager and Finance Director. Councilmember Bell duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (5-0).

Councilmember Bell made a motion to enter Executive Session to discuss a personnel matter. Councilmember Perkins duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (5-0).

4. EXECUTIVE SESSION

A. To discuss a personnel matter.

The Council discussed a personnel matter.

5. ADJOURNMENT

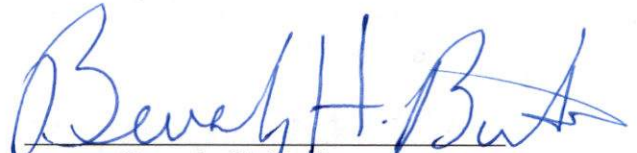
Councilmember Perkins made a motion to adjourn. Vice Mayor Johnson duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (5-0).

The meeting adjourned at 10:08 p.m.

ATTEST:



Tomika R. Mitchell
City Clerk



Beverly H. Burks
Mayor