

MINUTES OF A WORK SESSION
OF THE CITY COUNCIL OF CLARKSTON, GEORGIA
HELD BY TELECONFERENCE, ZOOM AUDIO/VIDEO
IN SAID CITY ON THURSDAY, JUNE 27, 2024

On the 27th day of June 2024, at 7:00 p.m., the City Council of Clarkston, Georgia met in a Work Session in-person and by teleconference, Zoom Audio/Video in said City. Mayor Burks called the meeting to order. Mayor Beverly Burks and the following members of the City Council were present: Vice Mayor Debra Johnson; and Councilmembers Jamie Carroll, Susan Hood, and Mark Perkins. Absent: Yterenickia Bell. The following City staff were present: Tammi Saddler Jones (Interim City Manager); Dan Defnall (Finance Director); Christine Hudson (Police Chief); Lisa Cameron (Planning and Economic Development Director); Tomika R. Mitchell (City Clerk); and Irene Vander Els (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

2. ROLL CALL

Councilmember Yterenickia Bell was absent.

3. PUBLIC COMMENTS

Mayor Burks read the Resident Comment Policy.

4. PRESENTATION/ ADMINISTRATIVE BUSINESS

A. To discuss a Proclamation designating July as "Park and Recreation Month".

Park and Recreation Manager, Michael Duncan stated For nearly 40 years, the National Recreation & Parks Association (NRPA) has celebrated Park and Recreation Month in July to promote building strong, vibrant and resilient communities through the power of parks and recreation. July is dedicated to recognizing and celebrating the more than 160,000 full-time park and recreation professionals, along with hundreds of thousands of part-time and seasonal workers and volunteers, who maintain our country's local, state and community parks. Staff recommends approval by the Council to accept the proclamation declaring July, Parks & Recreation Month.

The Council briefly discussed the item.

This item will be placed on the next City Council Meeting consent agenda.

B. A presentation from the Housing & Infrastructure Committee on the proposed changes to the zoning ordinance to start the 30-day review process by staff.

Councilmember Jamie Carroll presented information from the Housing & Infrastructure Committee on the proposed changes to the zoning ordinance to start the 30-day review process by staff. The following proposed changes are listed below:

- Amending Table 3.4 Residential Zoning Dimensional Requirements of the Clarkston zoning code to make the FAR for NR-3 1.0 and to allow the following lot coverage changes to NR-3:
 - ✓ 67% lot coverage for quadplexes/townhomes
 - ✓ 62% lot coverage for triplexes
 - ✓ 57% lot coverage for duplexes
- For all districts where townhomes are allowed-reduce the lot width minimums for townhomes to 18 feet and remove any side setback requirement when a townhome is attached to another townhome.
- Amending Table 3.4 Residential Zoning Dimensional Requirements of the Clarkston zoning code to reduce the minimum lot size for NR-3 lots to 1,400 square feet.
- Amending Section 607 of the Clarkston Zoning Code to delete Section 607(a), which states that the maximum number of parking spaces allowed for each use shall be the same as the minimum number of parking spaces required for each use.
- Amending Table 6.1 Parking Requirements of the Clarkston zoning code to reduce the parking spaces required for cottage houses, duplexes, triplexes and quadruplexes to 1 space per dwelling unit.
- Amend Table 3.6 Mixed Use Zoning District Dimensional Requirements of the Clarkston zoning code to increase the height limits for TC to 7 stories/100 feet.

The Council briefly discussed the item.

Planning and Economic Development Director, Lisa Cameron expressed her concerns to perform the duties to the best of her professional ability due to other matters the department is faced with including being short staffed.

Tim Hall, Brian Medford, and Stephaine Echols presented public comments.

Councilmember Carroll stated in 10 days he would send an email to Council for a second to start the 30-day review process by staff.

5. OLD BUSINESS

There was no business to discuss.

6. NEW BUSINESS

- A. To discuss a resolution to ratify a contract with Axon Enterprises, Inc. for tasers in the amount of \$74,981.40 to be funded out of the General Fund.

Chief Hudson stated this item was to ratify a contract with Axon Enterprises, Inc. that was signed, without approval from the City Council in violation of the City Charter, by former City Manager Shawanna Qawi in 2022. Chief Hudson requested authorization

from the City Manager to pay for goods and services already received and to be received through 2027.

The Council briefly discussed the item.

This item will be placed on the next City Council Meeting consent agenda.

- B. To discuss a resolution in support of joining the Georgia Recreation and Parks Association (GRPA).

Parks and Recreation Manager, Michael Duncan stated in joining the Georgia Recreation and Parks Association (GRPA), the Clarkston Parks & Recreation Department will be connected to network affiliations like Athletics & Aquatics, Recreation Programming, Parks Maintenance and Operations, Administration and Leadership. Other benefits include career support, staying informed through GRPA magazines, newsletters, and the membership directory, and opportunities for personal and career growth. Staff recommends approval by the Council to accept the resolution for membership into GRPA.

The Council briefly discussed the item.

This item will be placed on the next City Council Meeting consent agenda.

- C. To discuss a resolution authorizing, among other things, the issuance and sale of a Tax Anticipation Note in the principal amount of \$950,000.

Finance Director, Dan Defnall stated the City of Clarkston will receive approximately 60% of our total anticipated revenue for fiscal year 2024 between the months of September and December. Most of the revenue comes from property taxes, insurance premium payments and other taxes. The bulk of this revenue, property taxes and insurance premium payments, is received during the months of September, October and November.

The city recently received the final 2024 tax digest. While we will not receive property taxes until later this year, we need to generate additional available cash flow to cover our payrolls and other budgeted expenditures over the summer months. The use and subsequent reduction in surplus available cash on hand will result in a temporary cash flow problem during the months from August through September if not addressed. Property tax proceeds will be remitted from Dekalb County beginning the end of September through November). We have prepared a detailed schedule of monthly cash flow projections for the remainder of 2024 and expect our deficit balance in operating cash to be approximately \$101,000 at the beginning of August 2024 and topping out with a deficit balance of \$950,000 by the end of August 2024. Staff recommends the City Council adopt the attached Tax Anticipation Note Resolution and associated documents.

The Council briefly discussed the item.

This item will be placed on the next City Council Meeting consent agenda.

- D. To discuss a resolution appointing Dekalb County Board of Registrations and Elections to conduct the City of Clarkston, November 5, 2024, Special Municipal Election.

City Clerk, Tomika Mitchell stated this item was to appoint the DeKalb County Board of Registrations and Elections to conduct the City of Clarkston, November 5, 2024, Special Municipal Election. She also stated the Qualifying Dates are set for July 22 – July 26, 2024, Monday – Friday, 8:30am to 4:30pm and qualifying packets will be available on July 8, 2024.

The Council briefly discussed the item.

This item will be placed on the next City Council Meeting consent agenda.

Vice Mayor Johnson presided over the meeting.

- E. To discuss the appointment of a resident to fill the vacancy in membership on the Planning and Zoning Board.

Mayor Burks nominated Amy Medford as a qualified candidate to fill the vacancy of an unexpired term for membership on the Planning and Zoning Board to expire in 2027.

The Council briefly discussed the item.

This item will be placed on the next City Council Meeting consent agenda.

Mayor Burks presided over the meeting.

7. ADJOURNMENT

Vice Mayor Johnson made a motion to adjourn the meeting. Councilmember Carroll duly seconded the motion. Mayor Burks called for the vote and declared the meeting adjourned (4-0).

The meeting was adjourned at 8:21 p.m.

ATTEST:


Tomika R. Mitchell
City Clerk


Beverly H. Burks
Mayor