



CITY OF MABLETON, GEORGIA

Riverside EpiCenter
135 Riverside Pkwy, Austell, GA 30168
October 22, 2025 at 6:30 PM

The Honorable Michael Owens, Mayor
The Honorable Ron Davis, District 1 Councilmember
The Honorable Dami Oladapo, District 2 Councilmember
The Honorable Keisha Jeffcoat, Mayor Pro Tem/District 3 Councilmember
The Honorable Patricia Auch, District 4 Councilmember
The Honorable TJ Ferguson, District 5 Councilmember
The Honorable Debora Herndon, District 6 Councilmember

CITY COUNCIL REGULAR MEETING MINUTES

1. CALL TO ORDER

Mayor Pro Tem Jeffcoat called the meeting to order at 6:33pm

2. ROLL CALL

City Clerk Hiott conducted the roll call. Mayor Owens and Councilmember Ferguson were absent. Quorum was present.

3. INVOCATION

The invocation as led by Councilmember Davis.

4. PLEDGE OF ALLEGIANCE

Led by City Manager Tanks.

5. APPROVAL OF AGENDA

Motion made by Councilmember Herndon, and seconded by Councilmember Auch to approve the agenda. The motion passed 5-0.

6. PUBLIC HEARINGS

- a. **OZI-2025-007 - Applicant request to amend Cobb County zoning stipulations Z-50 of 2022 for site plan approval, architectural design approval, and approval of a convenience store with fuel sales as a use for outparcel - Community Development Director Michael Hughes**

Open Public Hearing

Applicant and In Favor for the Application — 10 minutes

Against the Application — 10 minutes

Close Public Hearing

Mayor Pro Tem Jeffcoat announced the item. She reported that the applicant is requesting a formal amendment to the zoning stipulations established under Cobb County Zoning Case Z-50 of 2002 regarding the approved site plan, architectural design and approval of use. The 1.8 acre property is in District 6 and was part of larger rezoning project for the BJ

Wholesale Club.

Mayor Pro Tem Jeffcoat recognized Community Development Director Michael Hughes. He mentioned the following item under Item b - REZ2025-004, 681 Queen Mill Road, has been deferred by the Planning Commission to November 6th meeting. If anyone is in the audience for that hearing, it will not be heard until November 6th.

Mr. Hughes recognized Planning and Zoning Manager, Chris Wheeler who provided information about the application. The applicant, East West Fuel, LLC c/o Sams, Larkin and Huff requests to amend the stipulations of rezoning case Z-50 of 2002 to approve site plan, architectural design approval and approval of a convenience store with fuel sales. A PowerPoint presentation was shown. The presentation is available in the record.

Highlights of the presentation:

- An area photo of the subject property was shown.
- The property has frontage along the East West Connector and is underdeveloped.
- The site is in front of the Cobb County Police Training Center.
- The proposed site plan was shown. It shows a convenience store (4500 sq. ft.) with a gas canopy (6832 sq. ft)
- Architectural renderings were shown with a brick facade and stucco on the rear.
- Stipulations were shown. Staff has reviewed and agrees the request is consistent with surrounding use and zoning classification.
- Staff recommends approval.

Stipulations shown by Mr. Wheeler:

- No fast food restaurants or restaurants with drive-in windows on the out parcels.
- The City Council are to have final approval of architectural design and uses for the out parcels.
- Letter of agreeable stipulations from Mr. Garvis Sams dated June 21, 2002 (attached and made a part of the JULY 16, 2002 BOC Zoning Minutes.
- Owner/developer/applicant to contribute all costs associated with installation of signalization.
- Access/egress point located at parcel number 1 is limited to "right out" only.
- Water and Sewer Division comments and recommendations.
- Stormwater Management Division comments and recommendations.
- Cobb DOT comments and recommendations.
- Elevations shall be generally consistent with the front/side elevations dated September 18th 2025 subject to staff review and approval with compliance with code requirements. The rear of the structure shall be revised from the rendering provided to include additional architectural features subject to staff review.

Mayor Pro Tem Jeffcoat opened the public hearing and recognized the attorney, Parks Huff of law firm Parks Larkin who represented the applicant, East West Fuel, LLC. Mr. Huff explained how the property was zoned 23 years ago as a BJ Shopping Center. The parcel has been undeveloped and underutilized. The parcel has a police training facility now instead of the BJ Shopping Center. The applicant proposes a fuel supply convenience store. The site has been underdeveloped for 23 years. There is no gas station on the right-

hand side of the road along the East West Connector going South. There is a need for a good safe fuel station on the right-hand side. The Police training facility located behind the station provides safety, but the facility also brings a lot of activity for gas, coffee, and other items.

Mayor Pro Tem Jeffcoat asked for public comment from anyone in favor. There was none. Mayor Pro Tem Jeffcoat asked for public comment from anyone who was against the application. There was none. Mayor Pro Tem Jeffcoat closed the public hearing.

Mayor Pro Tem Jeffcoat asked if there were any questions or comments. Councilmember Herndon asked about the hours of operation. Mr. Parks replied from 6 am to midnight, but it may not be consistent seven days a week. There will be traditional hours.

Mayor Pro Tem Jeffcoat asked what type of gas station it would be. Mr. Parks stated he did not know at this time, but noted there would be significant food items also.

Motion made by Councilmember Herndon to approve OZI 2025-07 amending Cobb County Zoning Stipulations Z-50 of 2022 for site approval, architectural design approval, and approval of a convenience store with fuel sales as a use for the outparcel. Councilmember Auch seconded the motion and affirmed the motion included the approval of the stipulations. The motion passed 5-0.

- b. REZ2025-004 - 6851 Queen Mill Rd (Tax Parcel 1804050240) Applicant is seeking to rezone 4.0 acres from R-20 to R-15 for the development of seven (7) single-family detached homes - Community Development Director Michael Hughes**

Deferred by the Planning Commission on October 9, 2025 to their November 6, 2025 hearing. This item will be deferred by the Mayor and Council to their November 12, 2025 Public Hearing.

Item is deferred until November 12th, 2025.

7. PRESENTATIONS/ACKNOWLEDGEMENTS/PROCLAMATIONS

- a. Presentation of the Wellness Grant Check from Georgia Municipal Association (GMA)**

Mayor Pro Tem Jeffcoat announced the item. She provided explanation about the City receiving a \$2,000 grant through the GMEBS Life & Health Insurance Fund's Health Wellness Program. She recognized Human Resources Director Jeanne Pope who came forward to speak about the grant. Ms. Pope recognized Human Resources Specialist Rochelle Blalock who submitted the application to GMEBS for the grant. Ms. Blalock spoke about her passion and niche for the health and welfare of the city employees. The audience applauded for Ms. Blalock. Photos were taken with Human Resources Director Jeanne Pope, City Manager Tanks, GMA representative, Human Resources Manager Candice Fields and Human Resources Specialist Rochelle Blalock. Mayor Pro Tem Jeffcoat expressed appreciation on behalf of Mayor and Council to Georgia Municipal Association for the award and Human Resources staff for applying for the grant.

- b. Report on City Limit Signage - Sustainability, Waste & Beautification Director Emily Groth**

Mayor Pro Tem Jeffcoat announced the item and recognized Sustainability, Waste and Beautification Director Emily Groth who provided a report on the City Limit Signage installation. A PowerPoint presentation was shown and is available in the record.

The presentation addressed that, in partnership with Cobb County DOT, 30 city limit signs were installed. A list of the detailed locations was shown. Communications and other City departments may consider a future place-making and branding initiative. Custom signage could include the city logo and unique colors. The Mableton City Limit sign was shown.

Mayor Pro Tem Jeffcoat commented about how exciting it was to have the signs installed. The signs instill a sense of pride and make the City more visible.

8. APPOINTMENTS

None.

- 9. PUBLIC COMMENTS** - 2 minutes per speaker - no more than 30 minutes for all speakers. Anyone wishing to make a public comment should complete and submit the public comment card to the City Clerk prior to the start of the meeting.
City Clerk Hiott reviewed the decorum rules for public comment.

Those who spoke were:

- Ricardo Lozier, President of Vinings Plantation Association, asked who was responsible for detention ponds in his subdivision. The detention ponds are working but they are eyesores. He asked someone to contact him.
- Monica Delancy who resided in the Riverside Community for eighteen years, spoke about organizations she had received awards from over the 21 years and her thriving success of her actions. She referenced a post by a City council member and responded to the post.
- Brianne Perkins, resident of Mableton and Pebblebrook graduate, spoke about the Civility Resolution passed by the Mableton Council on September 24, 2025. She referenced a comment by a council member referring to a constituent as a pig and noted it undermines the Civility measure. She continued to speak about leadership as an example, and treating residents with respect and dignity.
- Denny Wilson commented about being taken back last week when told that the citizens were paying more for their water bill than any municipality in Cobb County. She addressed the reading of the meters by the County. Each time she complained, the water bill was dropped back to \$19. She asked why Mableton residents were being punished with high water bills.
- Donte Philpot expressed concern about leaders' rude and distasteful behavior during the campaign season.
- Pieter Fridrich expressed his concern about the Georgia State Senate Bill SB375.
- Sam Culbreth, Chairman of Austell Community Task Force, spoke about the Task Force's hosting of the recent candidate forum. He thanked everyone who attended. He encouraged everyone to get out and vote.
- Leroy Tre Hutchins, Post 3 Cobb County School Board Member, provided an update on the South Cobb Schools. He addressed the City adopting the Resolution

of Civility and asked that everyone practice civility and decency.

Mayor Pro Tem Jeffcoat explained that as the governing body, they can't comment directly, but please know that the Council hears the comments and values the input seriously. She thanked everyone for their public comments.

10. CONSENT AGENDA

Mayor Pro Tem Jeffcoat announced each of the items on the Consent Agenda.

Motion made by Councilmember Davis and seconded by Councilmember Oladapo to approve the Consent Agenda. The motion passed 5-0.

- a. **Approval to negotiate, execute in substantial format all stormwater maintenance agreement relating to Elan West/Brookwood Mixed Use located in Land Lots 922 and 923, 19th District Stormwater Maintenance Agreement**
- b. **Approval to negotiate, execute in substantial format all stormwater maintenance agreement relating to Seven Brew located in Land Lots 790 and 839, 19th District Stormwater Maintenance Agreement**
- c. **Approval to negotiate, execute in substantial format all stormwater maintenance agreement relating to Sawmill Creek located in Land Lots 087, 088 and 145, 18th District Stormwater Maintenance Agreement**
- d. **Approval of October 6, 2025 Work Session Minutes**
- e. **Approval of October 8, 2025 Regular Meeting Minutes**

11. UNFINISHED BUSINESS

None.

12. NEW BUSINESS

a. Consideration and Approval of IT Policies - IT Director Frantz Francois

Mayor Pro Tem Jeffcoat announced the item and provided background. The IT policies will be incorporated into the Employee Hand Book. She named the policies. The policies are located within the agenda packet:

- 1. Generative AI Acceptable Use Policy
- 2. Confidentiality and Acceptable Use Policy
- 3. Information Technology and Cybersecurity Policy - Employee Handbook Version
- 4. Social Media Policy – Employee Handbook Version

Motion made by Councilmember Oladapo and seconded by Councilmember Herndon to approve IT Policies (to be included in Employee Handbook). The motion passed 5-0.

b. Consideration and Approval of Resolution Adopting the City of Mableton Employee Handbook and Policies - Human Resources Director Jeanne Pope

Mayor Pro Tem Jeffcoat announced the item and provided background. The handbook is located within the agenda packet. The handbook was addressed at a previous October 6, 2025 work session. She recognized Human Resources Director, Jeanne Pope. Ms. Pope noted one notable change in the Employee Handbook is that the Paid Time Office (PTO)

rollover amount is 480 instead of 320 and made notable change.

Per Council Member Auch's question, Ms. Pope reiterated the PTO roll over accrual amount is now 480 hours instead of 320 hours.

Motion made by Councilmember Davis and seconded by Councilmember Herndon to approve Resolution Adopting the City of Mableton Employee Handbook and Policies. The motion passed 5-0.

c. Consideration and Approval of a Resolution Adopting a City of Mableton Fleet Management Policy and for Other Lawful Purposes — Finance Director Karen Ellis

Mayor Pro Tem Jeffcoat announced the item and provided background. The policy was previously presented by Finance Director Ellis at the October 6, 2025 work session. The City currently has six electric vehicles and five electric trucks. The policy focuses on six different areas: Reducing Emissions, Optimizing Efficiency, Sustainable Procurement, Accountability and Compliance, Innovation and Adaptability, and Community Impact. The City is committed to securing an energy-efficient fleet. The plan applies to all motorized and non-motorized vehicles that are owned by the City.

Motion made by Councilmember Herndon and seconded by Councilmember Auch to approve a Resolution Adopting a City of Mableton Fleet Management Policy and for Other Lawful Purposes. The motion passed 5-0.

d. Consideration and Approval of Recommendation for New Website Provider Civic Plus for Implementation, Content Management and Development, Hosting, Training and other Services - Communications Director Gregory Woods and IT Director Frantz Francois

Mayor Pro Tem Jeffcoat announced the item and provided background. She expressed how she thought the item was long overdue. She reported the City had been discussing the transitioning of the website from GoDaddy for some time awaiting the hiring of an IT and Communications Director. She expressed her excitement to have the new website as a major step forward for the City, paramount for rebranding and building a professional presence online. She recognized Communications Director Gregory Woods and IT Director Frantz Francois who provided additional information about the recommendation for a new website. There was a PowerPoint presentation. It is available in the record.

Mr. Woods addressed how the City currently uses GoDaddy, which was good for getting the City off the ground and communicating with residents. The City has now expanded with new departments and staff, so the City is at the point of needing a website that is scalable, stable, easy-to-use for all employees, with content management software specifically built for local government.

Mr. Woods addressed how the original committee researched website vendors and recommended Civic Plus. At the time of the initial recommendation for CivicPlus, the decision was to wait for the hiring of the Communications and IT directors. He and IT Director Frantz Francois still recommended CivicPlus. He continued to explain how GoDaddy was not built for the government. GoDaddy has no ADA compliance tools, no news/events functionality, no intranet for staff, and no internal document repository. Also,

any website updates bottleneck in Communications. Staff must build everything in-house.

Mr. Woods addressed the features of the CivicPlus platform. CivicPlus is ADA compliant. He spoke about the Georgia law requirements for compliance by April 2026. CivicPlus has resident engagement. All three of the City Clerk's Office platforms, Civic Plus, Municode, and Laserfiche integrate with CivicPlus. CivicPlus will offer real-time push alerts to residents. CivicPlus can grow with the City, adding various capabilities as the City grows. Civic Plus will allow an intranet capability and provides transparency and workflows. He noted other cities that use CivicPlus including Savannah, Peachtree City, Douglas, South Fulton, Milton, and others. Mr. Woods recapped that CivicPlus is purpose-built for cities, ADA compliant, provides transparency, news and events modules, and contains multi-department workflows.

IT Director Frantz Francois explained how Civic Plus met his security requirements to make sure all information was secure. He recommended Civic Plus.

Mr. Woods addressed the costs and phases. To get started with Civic Plus, the cost would be just under \$17,000 and just under \$10,000 a year to maintain. There will be three phases. Phase 1 is the CivicPlus Basic Plan including workflow features. Phase 2 is to implement a City brand and seal process and values, and the third phase is to create a specialized design of the website specifically for the City of Mableton.

Questions and discussion followed.

- Councilmember Oladapo asked about the timing of the phases once approved. Mr. Woods stated it would be the first quarter of 2026. However, they were still working on Phase II (branding and logo), which will require more conversations with the Finance Director and City Manager. The RFP has been written.
- Councilmember Oladapo asked if there would be a downtown and Mr. Woods replied no.
- Councilmember Herndon asked who he was working with CivicPlus regarding the website. Mr. Woods replied IT Director Frantz Francois and City Clerk HIott. He reiterated the first phase was the functionality of the website and the third phase was focused on the design after going through a branding process.
- Councilmember Oladapo affirmed the first phase is moving data from the current database to the new platform.
- Mayor Pro Tem Jeffcoat asked if the 17,000 base cost was based on the requirement submitted and if there could be add-ons to increase the cost. Mr. Woods stated there could be add-ons to increase the cost.
- Mayor Pro Tem Jeffcoat asked if the implementation process could take up to six months per the packet information, and Mr. Woods stated the six months would be for cities that had been around a long time with a lot of content. Mableton's process would be more expeditious.

Mayor Pro Tem Jeffcoat asked if there were any other questions. There was none.

Motion made by Councilmember Oladapo and seconded by Councilmember Herndon to approve the new website provider, Civic Plus, for implementation, content management

and development, hosting, training and other services. The motion passed 5-0.

e. Consideration and Approval of a Resolution Updating the City of Mableton Special Regulatory Fee Schedule to Include Alcohol Server Permit and Special Regulatory Work Permit Identification Card Fees - Business License Supervisor Lamaya Edmonds

Mayor Pro Tem Jeffcoat announced the item and explained that the fee schedule was already adopted. The resolution was adding a \$10 fee for an alcohol server permit and Special Regulatory Work Permit Identification Card fees. Mayor Pro Tem Jeffcoat recognized Business License Supervisor Lamaya Edmonds who provided additional information. She asked if there were any questions and there was none.

Motion made by Councilmember Ron Davis and seconded by Councilmember Auch to approve the Resolution upgrading the City of Mableton Special Regulatory Fee Schedule to include Alcohol Server Permit and Special Regulatory Work Permit Identification Card Fees. The motion passed 5-0.

f. First Read - An Ordinance Creating Chapter 15, Historic Preservation, of the City Code of Ordinances and for Other Lawful Purposes - Deputy Community Development Director Tina Garver

Mayor Pro Tem Jeffcoat announced the item and recognized Deputy Community Development Director Tina Garver who provided a PowerPoint presentation. She stated this is a First Read. The presentation is available in the record.

Community Development Director Tina Garver addressed:

- The purpose is to establish a uniform procedure for use in providing for the protection, enhancement, perpetuation and use of places, districts, sites, buildings, structures and works of art having a special historical, cultural or aesthetic interest or value, in accordance with the provisions of this chapter.
- The ordinance creates the Historic Preservation Commission consisting of seven members appointed by each council member.
- The ordinance outlines the roles and duties of the Historic Preservation Commission. She named several highlights.
- The ordinance addresses the establishment of districts. The ordinance lays out the framework. Districts and landmarks will be addressed in the future.
- An historic district is a geographically definable area which contains buildings, structures, sites, works of art, or a combination thereof, which:
 1. Have a special character or special historic or aesthetic value or interest;
 2. Represent one or more periods or styles of architecture typical of one or more eras in the history of the city, county, state or region;
 3. Cause such area, by reason of such factors, to constitute a visibly perceptible section of the city or county.
- Evaluation of properties. Individual properties within historic districts shall be classified as:
 1. Historic, being more than 50 years old;
 2. Non-historic, being less than 50 years old, yet possessing architectural character;
 3. Intrusions, being structures less than 50 years old which do not contribute to the

historical character of the district.

Ms. Garver continued to address the ordinance regarding landmarks, the process and requirements for designation of historic districts and landmarks, certificate of appropriateness, and demolition or relocation permits.

Mayor Pro Tem Jeffcoat stated the ordinance was a first read. She asked if there was any other discussion. There was none. She asked about letting her know about the Council's appointments for the Historic Commission. Ms. Garver stated that would be the next step following the adoption of the ordinance.

13. OTHER BUSINESS/DISCUSSION

None.

14. CITY MANAGER'S ANNOUNCEMENTS/COMMENTS

City Manager comments were as follows:

- Thanked the City's directors for the policies coming forward
- Thanked Director Groth for her efforts in helping the City to establish the City's boundary signs
- Thanked the City Attorney for her hard work and noted that the City recently closed on 22 acres off the Silver Comet Trail, and a hair salon that will be repurposed for City use.

a. City Manager Report

15. CITY ATTORNEY/CITY CLERK/STAFF ANNOUNCEMENTS/COMMENTS

No comments.

16. MAYOR AND COUNCIL ANNOUNCEMENTS/COMMENTS

Councilmember Davis recognized Breast Cancer Awareness Month. He invited everyone to Grace City Church this weekend for a breast cancer awareness event hosted by his wife, who has fought a successful battle with breast cancer twice. He asked for continued prayers for the community, city, and nation, especially during this time of social and political discord.

Councilmember Oladapo thanked everyone for coming and wished them safe travel back home.

Councilmember Auch thanked staff for securing the health and wellness grant from GMA and recognized Director Groth for her work on the City boundary signs. She highlighted recent community events she attended. She shared details of upcoming events—including the 25th Silver Comet Half and Full Marathons, noting that volunteers are needed—and encouraged participation. Finally, she thanked everyone for attending.

Councilmember Herndon thanked attendees in person and online. She acknowledged the

progress Mableton has made through the combined efforts of both staff and the Council.

Mayor Pro Tem Jeffcoat took a moment to acknowledge Tammy Davis, expressing her heartfelt condolences to the family and asking everyone to keep them in their thoughts and prayers during this difficult time. She emphasized that help and resources are available for anyone experiencing domestic violence and urged those in need to reach out for support. She celebrated the City's recent land acquisition. She highlighted two upcoming ribbon cuttings for new businesses in Mableton, including a new Chick-fil-A opening in her district. She highlighted key upcoming election dates. She encouraged local youth to get involved with the Cobb County Youth Commission. She highlighted upcoming fall community events and shared the dates of the next Council meetings.

a. Mayor Pro Tem Report

17. EXECUTIVE SESSION (IF NEEDED) FOR LITIGATION (O.C.G.A. 50-14-3(B)(1)(A) REAL ESTATE (O.C.G.A. 50-14-3 (B)(1)) PERSONNEL (O.C.G.A. 50-14-3 (B)(2)) AND MISC. EXEMPTIONS (O.C.G.A. 50-14-3 (B)(4)&(5))

None.

18. ADJOURNMENT

Motion made to adjourn by Councilmember Oladapo and seconded by Councilmember Herndon. The motion passed unanimously. The meeting adjourned at 8:08pm.

Dr. Michael Owens, Mayor

Susan Hiott, City Clerk