

CITY OF MABLETON, GEORGIA

Riverside EpiCenter
135 Riverside Pkwy, Austell, GA 30168
May 22, 2024 @ 6:30PM

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

CITY COUNCIL REGULAR MEETING MINUTES

1. **CALL TO ORDER** Mayor Michael Owens
2. **ROLL CALL** - City Clerk Hiott conducted the roll call and quorum was present.
3. **INVOCATION** - Led by Councilmember Davis.
4. **PLEDGE OF ALLEGIANCE**
5. **APPROVAL OF AGENDA**

Motion was made by Councilmember Jeffcoat and seconded by Councilmember Herndon to approve the agenda. The motion was carried unanimously.

6. **ACKNOWLEDGEMENTS/ PROCLAMATIONS**
7. **APPOINTMENTS** - No appointments at this time. Mayor Owens noted there were several preliminary persons present in the meeting and thanked them for attending. There will be a Planning and Zoning training session for preliminary appointees, Council, and staff the following day by the Carl Vinson Institute of Government to be held at the Georgia Municipal Association Office located downtown Atlanta. He provided additional information about the Carl Vinson Institute of Government.
8. **ANNOUNCEMENTS/PRESENTATIONS/REPORTS**
 - a. Presentation of Concept Plan for 6116 Mableton Parkway SW, Suite 144 - Chad Kastner of AEI Engineering

Mayor Owens announced the item and recognized Mr. Kastner. Mr. Kastner distributed the layout of the concept plan. The concept plan was distributed and is available in the record. Mr. Kastner described there will be a lobby intake area and reception area. There is a hallway to a joint conference room, six cubicles in a bullpen area, storage room, break room, adding a restroom, storage space, and utility

area. The total square feet was 1500. The building will meet the needs of the City. Mr. Tanks reported that Fire Marshall Nick Dawe had seen the building and he was supportive of the layout and thought it would go through very well. Questions followed.

- Councilmember Ferguson asked about the storage area located at the rear of the building.
- Mayor Owens explained the building will be mainly for the City's Community Development Department including building inspectors and code enforcement officers.
- Councilmember Herndon asked about the cubicles. There will be six cubicles to be 6x6 feet each.

b. Overview of Urban Redevelopment Planning - Attorney Emilia Walker-Ashby
Attorney Walker-Ashby presented. The presentation was distributed to Mayor and Council and is available in the record. Highlights of presentation:

- Urban Redevelopment Authorities are governed by O.C.G.A. Section 36-61-1 et. seq.
- City of Mableton Charter Section 3.11 (b) stipulates all members of boards, commissions, and authorities of the city shall be appointed by a majority vote of the city council, except where otherwise prescribed by this charter or by law.
- The Urban Redevelopment Law permits public officers of the City to serve as commissioners of the URA (36-61-19 (b)).
- Other cities that have an URA are Brookhaven and Stockbridge.
- A resolution must be adopted by the City finding that (1) One or more pockets of blight exist and (2) The rehabilitation, conservation, or redevelopment, or a combination thereof, of such area or areas is necessary in the interest of the public health, safety, morals, or welfare of the residents of the city.
- Attorney Walker-Ashby explained the meaning of "blight" and the steps to initiate the URA and process, activation of the City Urban Redevelopment Authority, preparing a Urban Redevelopment Plan and bond validation.

Mayor Owens asked if there were any questions and there were none. Mayor Owens thanked Attorney Walker-Ashby for the informative and insightful presentation.

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.

Jeff Padgett announced the Friends of Mableton recently was recognized by Keep Georgia Beautiful for the Auxiliary Award. The Lions Club and Friends of Mableton look forward to the future as Keep Mableton Beautiful.

Robin Meyer of District 3 spoke about the proposed Planning and Zoning Commission Ordinance. She referenced her letter sent to the Mayor and Council (available in the record). She recommended if the planning commission member appointed by the mayor moves outside the city, such move constitutes a resignation from the planning commission, effective upon the date of such move. If a planning commission member

appointed by a council member moves outside the district, such move constitutes a resignation from the planning commission, effective upon the date of such move. She addressed other recommendations.

10. CONSENT AGENDA

- a. May 8, , 2024 Regular Meeting Minutes
- b. May 8, 2024 Work Session Minutes

Motion was made by Councilmember Ferguson and seconded by Councilmember Oladapo to approve the Consent Agenda. The motion carried 7-0.

11. UNFINISHED BUSINESS

- a. **Second Read:** Consideration and Approval of an Ordinance Amending Chapter 2, Administration of City of Mableton Code of Ordinances to add Section Dealing with Oaths - (First Read was held May 8, 2024) - City Attorney Emilia Walker-Ashby

Motion was made by Councilmember Ferguson and seconded by Councilmember Davis to approve the Ordinance Amending Chapter 2 dealing with the section of Oaths. The motion passed unanimously.

- b. Consideration and Approval of RFQ 24-02 for Professional Planning Firm to Conduct services for City of Mableton Comprehensive Plan 2045 (Deferred from May 8, 2024 Meeting) - Mayor Owens

Mayor Owens provided the background about the item. City Manager Tanks added that the panel felt rushed and asked for more time to consider. City Manager Tanks asked that the item be deferred to the next council meeting.

Motion was made by Councilmember Ferguson to approve the deferral of the Consideration of the RFQ 24-02 for the Mableton Comp Plan to the next Council meeting. Councilmember Herndon seconded the motion. The motion passed unanimously.

City Manager Tanks provided his second recommendation to change the Council Meeting Calendar to change the June 12th meeting to a June 5th meeting date. City Attorney Walker-Ashby stated it was appropriate to make a motion.

Motion was made by Councilmember Jeffcoat to amend the City Council Meeting Calendar to change the June 12th meeting date to June 5th and Councilmember Oladapo seconded the motion. The motion passed unanimously.

- c. Consideration and Approval of Resolution Updating the City of Mableton Preliminary Classification and Pay Plan and for Other Purposes - (Deferred from the May 8 2024 Meeting) - Mayor Owens

Mayor Owens provided background information. He asked that the item be deferred

again to provide time to include hiring of the upcoming new hires, consult further with the DCA pay schedule. He asked for the Preliminary Classification and Pay plan to be deferred for 30 days.

Motion was made by Councilmember Jeffcoat to defer the Resolution Updating the City of Mableton Preliminary Pay Plan for 30 days and seconded by Councilmember Davis seconded. The motion passed unanimously.

12. NEW BUSINESS

- a. **First Read:** An Ordinance Creating Appendix A, Zoning, of the City of Mableton Code of Ordinances - Attorney Emilia Walker-Ashby

Attorney Walker-Ashby explained the ordinance was one of the first pieces of moving the Planning and Zoning process forward. There will be a public hearing and notifications will go out into the legal organ. This may be adopted isolated from the overall Code. As soon as the Zoning consultant comes on board, their input will be considered. The Ordinance is about the composition of the Planning Commission and Board of Appeals. The proposed ordinance is regulated by state law. She referenced the Zoning Procedures Act and Conflict of Interest Statutes and Robin Myer's letter of recommendations. She stated Robin Meyer's recommendations were really good and she asked the council for their feedback on the recommendations. The Mableton Improvement Coalition was familiar with zoning. She has spoken with Ms. Meyer several times. She addressed the ordinance. The ordinance was modified off of the Brookhaven ordinance.

Councilmember Walker-Ashby asked for feedback from the Council and addressed the following items:

- Whether a commissioner moves outside the district, but still in the City, is the position limited to be just someone in the district.
- Requesting the chair or vice chair, with seven members, should expect to have multiple people to serve, and can not be successive. Right now it is successive.
- Limit the notice of Planning Commission meetings to 72 hours - The Planning Commission may meet in certain instances for items that are not pending zoning items. She was hesitant to change to 72 hours. The safeguard is that if voting on a pending zoning application, the meeting would have to be published in the legal organ. So if done legally, there would be more than 72 hours anyway.
- Requirements to deal with conflict of interest will be subject to liability by state statute. The statute says the commissioner must disclose a financial interest in writing. She would have to research if can make a local code when it is already a state code.
- Terms of the commissioner to be two years instead of four years with the caveat that when a councilmember is no longer in office, the term would expire.

Attorney Walker-Ashby stated she planned to make the first two recommendations by the Mableton Improvement Coalition and asked for additional guidance for the other recommendations.

Questions followed:

- Council Member Auch asked if the ordinance could make reference to the Charter Section regarding Conflict of Interest. Attorney Walker-Ashby agreed to add to the ordinance.
- Councilmember Herndon asked if it was standard to have terms without limitations and if could serve successively. She asked about the term limitations and what were the benefits of having no term limits. Attorney Walker-Ashby stated the benefit would be if the commissioner was a tremendous asset. The downside or risk would give more room for political play. Attorney Walker-Ashby recommended two years.
- Mayor Owens opined the terms should be two years. A person moving out of the district should disqualify them.

Attorney Walker-Ashby will make adjustments and the next proposed draft will have public engagement. The adjustments will be made available to the public.

Mayor Owens reiterated this was the first piece of the Planning and Zoning Ordinance and process. The Ordinance establishes the terms and meeting procedures. It is not the larger Planning and Zoning Ordinance.

- b. Consideration and Approval of Statement of Work, The Recruitment Alliance, with HR Knowledge Source (HRKS LLC) and Authorize Mayor to Negotiate and Execute Agreement - City Manager Bill Tanks

City Manager Tanks provided background. As the City gears up to establish City services, the City will need a HR firm to fine tune recruitment, hiring and onboarding new hires. He had looked at three different firms and found this one to be the best fit. He asked for Council's support. There was a line of talented people who want to work for Mableton. This firm will help us get those talented hires. Also, HR Knowledge LLC will assist with the City's pay plan.

Lauren Chetty provided an overview of the firm on behalf of CEO founding partner, Sheree Knowles who could not be present. HRKS LLC is a faith-based, woman - minority-owned firm founded in Cobb County. Ms. Chetty commented the firm provided business consultant solutions in human resources, talent acquisition and culture. All proposals are tailored to the company's needs and cultures. The firm will help with the hiring and staffing making sure to meet the needs of the City's cultures and needs.

Motion was made by Councilmember Auch for the Mayor to negotiate and execute an agreement with HR Knowledge Source (HRKS LLC) and seconded by Councilmember Herndon.

Councilmember Herndon asked if the Council would be receiving more information about the Scope of Work and more detail. City Manager Tanks stated he would send the Scope of Work to Council. In summary, the firm will help with screening, recruiting, and looking at the pay plan to make sure the City was attractive and competitive. Once they will look at system, make sure legal, and following HR practices, they will start interviewing and looking at current needs for policies and benefits. They will help lay a foundation for hiring a HR Director.

Councilmember Herndon confirmed the firm will start the HR processes and lay the foundation for hiring a HR Director. Mr. Tanks stated they will help with the hiring recruitment, and onboarding and mature a HR Department.

Ms. Chetty explained how the team was very hands on and has decades of experience for other cities including Norcross and Atlanta.

The motion passed unanimously.

13. OTHER BUSINESS/DISCUSSION - None.

14. CITY MANAGER'S ANNOUNCEMENTS/COMMENTS

City Manager Tanks recommended having an executive session. He announced details of the One Year Anniversary Celebration:

- Thursday, May 30th - Inaugural Mableton Classic Golf Tournament
 - Friday, May 31st - Mableton Living Legends Senior's Brunch
 - Saturday, June 1st - Mableton Day Festival and Fun Run at Mableton Town Square
- Everyone was encouraged to check the website and come out to celebrate Mableton's One Year Anniversary.

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

16. MAYOR AND COUNCIL ANNOUNCEMENTS/COMMENTS

- Councilmember Davis congratulated Friends of Mableton for their award and thanked everyone who attended the recent town hall held by District 1 and 2.
- Council thanked everyone who attended the council meetings.
- Councilmember Oladapo thanked everyone who attended the town hall, also.
- Councilmember Jeffcoat thanked candidates who ran in the election and congratulated those that won. She hoped those that did not win, would stay engaged. She wished Happy Birthday to Mr. Scottie. She invited everyone to attend District 3 and District 5 town hall meeting to be held at the Impact Worship Center on May 28th.
- Councilmember Auch stated she will be hosting a class on June 29th about backyard chicken keeping.
- Councilmember Ferguson spoke about why Mableton needs to be a city and that the FIFA World Cup was coming in June 2026. Cities are getting ready now for the FIFA. He asked for ideas because the event will be here quickly. He invited everyone to the town hall.

- Councilmember Herndon stated the City of Mableton needed residents to serve on boards and commissions and encouraged everyone to reach out to the council.
- Councilmember Ferguson provided direction on how to get involved information on the City's website. <https://mableton.gov/get-involved>
- Mayor Owens spoke additionally about the one year anniversary of Mableton. The City was still here and moving forward. There has been an incredible amount of work that has taken place. He referenced the City's website. <https://mableton.gov/events>
- Mayor Owens reported on the previous Tunnels to Towers ground breaking event. Mayor Owens spoke about attending and speaking to the Pebblebrook Steam Program. He stated 100% of the Steam students are attending four year universities. He has been in conversations with Senator Osoff and Warnock. They are supportive and are waiting on ways they can help Mableton move forward. On May 10th, he received an invite from the Vice President of the United States and attended a reception at her residence. He spoke about Mableton, and brought greetings on behalf of the Council and City. She was intrigued and excited. Wherever he goes and does, he is advocating for the City.

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))

Motion was made to go into Executive Session by Councilmember Oladapo for real estate, personnel, and litigation and seconded by Councilmember Jeffcoat. The motion passed 7-0. Yeas: Davis, Oladapo, Jeffcoat, Auch, Ferguson, Herndon and Owens (8:16 p.m.)

Motion was made to close Executive Session by Councilmember Auch and seconded by Councilmember Davis. The motion carried 7-0. Yeas: Owens, Davis, Oladapo, Jeffcoat, Auch, Ferguson, and Herndon. (10:26 p.m.)

Motion was made by Councilmember Oladapo authorizing the mayor to finalize and execute the lease agreement for 6116 Mableton Parkway within the parameters of the Spending Plan. Councilmember Jeffcoat seconded the motion. The motion passed unanimously.

18. ADJOURNMENT - Motion was made by Councilmember Oladapo and seconded by Councilmember Jeffcoat to adjourn. (10:31 p.m.)

Mayor Owens reminded the next meeting will be June 5, 2024.

Dr. Michael Owens, Mayor

Susan Hiott, City Clerk