

MINUTES OF A WORK SESSION  
OF THE CITY COUNCIL OF CLARKSTON, GEORGIA  
HELD BY TELECONFERENCE, ZOOM AUDIO/VIDEO  
IN SAID CITY ON TUESDAY, JANUARY 3, 2023

On the 3rd day of January 2023, at 7:00 p.m., the City Council of Clarkston, Georgia met in a Work Session 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 Awet Eyasu; Councilmembers Jamie Carroll; Laura Hopkins; Debra Johnson; Yterenickia Bell, and Susan Hood. Absent: None. The following City staff were present: Shawanna Qawiy (City Manager); Dan Defnall (Finance Director); 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

2. ROLL CALL

All members of the City Council were present.

Councilmember Hopkins made a motion to approve the agenda with the exception of Item 6E, which will be deferred to the February Work Session and Council Meeting. Vice Mayor Eyasu duly seconded the motion. Mayor Burks called for the vote and declared the motion approved (6-0).

3. WORK SESSION- RESIDENT COMMENT POLICY

Mayor Burks read the Resident Comment Policy.

4. PRESENTATION/ ADMINISTRATIVE BUSINESS

- A. To discuss awarding Russell Landscaping the Right-of-Way Maintenance and Landscape Services Project in the amount of \$242,022.

City Manager, Shawanna Qawiy stated the City was seeking bids from qualified bidders based on discussions with leadership for landscaping services for the city. Two fee proposals were received for the Right-of-Way Maintenance and Landscape Services from Kitson's Landscaping and Russell Landscaping.

The review team reviewed the bids and requirements.

The Council briefly discussed this item, inquiring if the project was budgeted. Ms. Qawiy stated this project was budgeted in the 2023 budget.

Public Works Director, Rodney Beck, gave a brief overview of the project.

Ms. Qawiy stated staff recommended Russell Landscaping, the low bidder for \$242,022. Russell Landscaping has met all the bid requirements and is lower than the staff's estimated cost of the work prepared prior to bid advertising. Russell Landscaping is recommended to perform the work as outlined in the RFP.

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

- B. To introduce the new Planning/Economic and Development Manager, Katherine Hernandez.

City Manager, Shawanna Qawiy introduced the new Planning /Economic Development Manager, Katherine Hernandez.

Ms. Hernandez gave a brief introduction and background of herself.

The Mayor and Council welcomed Ms. Hernandez to the City of Clarkston, as a new employee.

## 5. OLD BUSINESS

- A. To discuss the 2023 LMIG Proposed Projects.

City Manager, Shawanna Qawiy gave a brief overview of the proposed project list, stating to complete the application process, staff is providing the proposed list of projects with amendments to the list for consideration under this fiscal year of funding. The formula amount for the Fiscal Year 2023 program is \$93,532.50 with a local match of \$28,059.75 (30%). The total project budget will be \$ 121,592.25. Staff recommended approval of the 2023 LMIG Proposed Projects list.

The Council briefly discussed and inquired about projects listed on the LMIG list.

Brian Medford presented comments pertaining to this item.

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

## 6. NEW BUSINESS

- A. A discussion by the Mayor and City Council to consider amending the zoning map to rezone the properties located at 572 Woodland Avenue (18 047 32 007), 582 Woodland Avenue ( 18 047 32 002), 586 Woodland Avenue (18 047 32 006), 590 Woodland Avenue (18 047 32 005), 596 Woodland Avenue (18 047 32 004), 600 Woodland Avenue (18 047 32 009), 606 Woodland Avenue (18 047 32 008) and 616 Woodland Avenue (18 047 34 001) Scottdale, GA 30079 (within the City of Clarkston) from I- Light Industrial to NR-CD Neighborhood Residential Community Development District.

City Manager, Shawanna Qawiy stated this item is to consider an amendment to the zoning map and to rezone the subject properties from I- Light Industrial to NR-CD Neighborhood Residential Community Development District.

The amendment to the zoning map and rezoning of the subject properties will better align the area with the adopted Clarkston 2040 Comprehensive Plan.

Staff recommended approval of the rezoning and to amend the official zoning map from I–Light Industrial Zoning District to Neighborhood Residential – Community Development Zoning District for the subject properties.

The Planning and Zoning Board recommended approval of the amendment to the zoning map and to rezone the subject properties from I– Light Industrial Zoning District to Neighborhood Residential – Community Development Zoning District for the subject properties.

The Council briefly discussed this item and provided additional information on this item.

Mr. Quinn provided his legal opinion, facts and responded to the Council inquiries on this matter.

Brian Medford presented comments pertaining to this item.

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

B. To discuss selecting a Vice-Mayor.

Mayor Burks stated the Council is to recommend a new Vice-Mayor every year. The Vice-Mayor is selected for a term of one year. The Vice-Mayor shall perform the duties of the Mayor during his/her absence or inability to act, and shall fill out any unexpired term in the office of Mayor, unless and until the position is filled by special election.

The Council briefly discussed this item.

Councilmember Hopkins recommended Councilmember Johnson for the Vice-Mayor role and Councilmember Hood recommended Vice Mayor Eyasu to continue the role as Vice-Mayor.

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

C. To discuss reappointing the City Attorney.

City Manager, Shawanna Qawiy stated the City Attorney, Stephen Quinn of Wilson, Morton & Downs, LLC, has been very responsive and productive as the City Attorney over the years and has done a great job.

Mr. Quinn presented a little background of working with Clarkston and stated it would be a privilege to continue providing legal representation for the City.

The Council briefly discussed this item with Councilmember Bell inquiring about his pay increase.

Mr. Quinn informed the Council of his compensation stating it was a substantial discount on what he would charge for businesses. In 2023, he stated he was proposing a 4% rate increase from \$240 an hour to \$250 an hour.

This item will be placed on the Consent Agenda on the next City Council meeting agenda.

- D. To discuss a resolution authorizing the reappointment of the Municipal Court Judge.

Ms. Qawiy stated the Municipal Court Judge, David Will would continue to preside over the City of Clarkston Municipal Court and has been doing an exceptional job.

This item will be placed on the Consent Agenda on the next City Council meeting agenda.

- E. To discuss a resolution authorizing the recommendation by the Municipal Court Judge to appoint a Solicitor.

Mayor Burks stated this item was deferred to the February Work Session, during the approval of the agenda.

- F. To discuss a resolution authorizing the reappointment of the Auditor.

Ms. Qawiy stated this item was for the authorization to reappoint the Auditor for the city. The auditor will conduct an annual audit of all financial books and records of the City in compliance with the requirements of State general law. The City Council shall engage, pursuant to an annual contract, a Certified Public Accountant or Accounting Firm. Staff recommended reappointing the Auditor, Mauldin & Jenkins, LLC.

This item will be placed on the Consent Agenda on the next City Council meeting agenda.

- G. To discuss appointing Councilmembers to the Standing Advisory Committees: Public Safety and Legal Committee; Transportation and Environment Committee; Housing and Infrastructure Committee; Community Development and Civic Innovation Committee; Business and Economic Development Committee; and Equity, Inclusion, and Opportunity Committee.

The Mayor and Council discussed the Standing Advisory Committees and who would like to serve on each committee.

**Public Safety and Legal Committee**

Chair: Y'Terenickia Bell

Vice Chair: Awet Eyasu

Members: Jamie Carroll and Mayor Beverly Burks

**Transportation and Environment Committee**

Chair: Awet Eyasu

Vice-Chair: Laura Hopkins

Members: Susan Hood

**Housing and Infrastructure Committee**

Chair: Jamie Carroll

Vice-Chair: Susan Hood

Members: Debra Johnson, Y'Terenickia Bell, and Mayor Beverly Burks

**Community Development and Civic Innovation Committee**

Chair: Debra Johnson

Vice-Chair: Y'Terenickia Bell

Members: Awet Eyasu and Mayor Beverly Burks

**Business and Economic Development Committee**

Chair: Susan Hood

Vice-Chair: Y'Terenickia Bell

Members: Debra Johnson and Mayor Beverly Burks

**Equity, Inclusion, and Opportunity Committee**

Chair: Debra Johnson

Vice-Chair: Laura Hopkins

Members: Awet Eyasu, Y'Terenickia Bell, and Mayor Beverly Burks

Ms. Qawiy stated the public can get involved by going to the "Resident Services" tab on the City website and visiting the "Download Forms" tab.

Monee Sanders, citizens would love to learn and help the City of Clarkston.

This item will be placed on the Consent Agenda on the next City Council meeting agenda.

H. To discuss the Mayor, Council, and Staff Retreat.

Ms. Qawiy stated this would be a wonderful opportunity for the Mayor, Council, and Staff to get together and discuss strategies and planning efforts for 2023 to 2024. Annually city management, city department heads and the mayor and city council convene at a location to discuss the mission and goals of the city. This meeting/workshop allows leadership to review accomplishments from the previous year and to establish program goals and strategies for the upcoming year.

This year the retreat will be on February 10, 2023, held at the Georgia Municipal Association Offices. The facilitators will reach out to the Mayor and Council prior to the retreat to get some feedback and ideas before the meeting.

7. EXECUTIVE SESSION

The Council did not enter Executive Session.

8. ADJOURNMENT

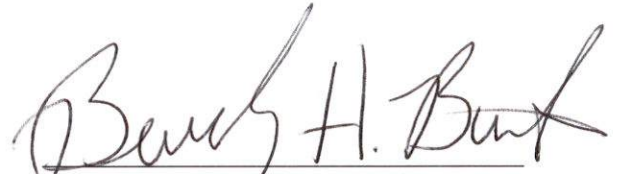
Councilmember Johnson made a motion to adjourn the meeting. Councilmember Hood duly seconded the motion. Mayor Burks called for the vote and declared the meeting adjourned (6-0).

The meeting adjourned at 8:44 p.m.

ATTEST:



Tomika R. Mitchell  
City Clerk



Beverly H. Burks  
Mayor