



City of Powder Springs

City of Powder Springs
4426 Marietta Street
Powder Springs, GA 30127

Meeting Minutes - Final Council Work Session

Wednesday, January 11, 2023

5:00 PM

Ford Center Reception Hall
4181 Atlanta Street, Building 2
Powder Springs, GA 30127

Location Information:

Onsite: Ford Center Reception Hall, 4181 Atlanta St., Powder Springs, GA 30127

Join Zoom Meeting - <https://us06web.zoom.us/j/89849584365>

Meeting ID: 898 4958 4365 Dial: 1-929-205-6099

Call to Order

The Mayor called the meeting to order at 5:00 pm. All Council Members were present on site. Also present on site were City Attorney Julie Livingston, City Manager Pam Conner and City Clerk Kelly Axt.

Staff in attendance: Bill Tanks, Eric Meyer, Lane Cadwell, Travis Landrum, Dwayne Eberhart, Tamara Newkirt, Marsellas Williams, Travis Sims, Shaun Myers and Tina Garver.

Mayor's Comments

Mayor Thurman made no comments.

Work Session Matters

[RPT 23-002](#) Report - COLA recommendation

Pam Conner, City Manager, discussed the additional benefit recommendation for the benefit of the City staff. Mrs. Conner added that the recommendation is based on the budget sustainability and the employee engagement committee. The Cost of Living Adjustment (COLA) would range from 1.5 to 2.0% costing the City roughly between \$33,000 and \$44,000.

The Council body asked will the COLA be across the board of employees; and the same percentage for each individual. Mrs. Conner answered that the COLA would be for all employees; and yes each employee would received the same percentage.

[RPT 23-003](#) Report - 401A Recommendation

Pam Conner, City Manager, discussed the additional benefit recommendation for the benefit of the City staff. Mrs. Conner added that the recommendation is based on the budget sustainability and the employee engagement committee. The 401A match would cost the City roughly \$44,000.

The Mayor asked does the 401A apply to the Council body. Mrs. Conner answered that Mayor and Council are employees for the purposes of health benefits and insurance, but she will have to confirm the plan documents.

[RPT 23-004](#)

Report - Health/wellness recommendation (fitness and weight)

Pam Conner, City Manager, discussed the additional benefit recommendation for the benefit of the City staff. Mrs. Conner added that the recommendation is based on the budget sustainability and the employee engagement committee. The health and wellness would cost the City roughly \$35,00.

No discussion was held.

[RPT 23-005](#)

Report - Recycling Update

Eric Meyer, Development & Infrastructure Agency Executive Director, discussed receiving the fully executed agreement the day before for the grant to help setup service and procure equipment for the recycling drop off at Public Works. Mr. Meyer added that the center won't be open to the public until mid-March.

Pam Conner, City Manager, mentioned that the center will be open for drop-offs but it may take until April to obtain haulers.

The Mayor asked how are we communicating to the public; what kind of feedback are we receiving from the public if any; are there concepts of pictures for marketing; and will the City utilize any incentives. Mrs. Conner replied that the City will mail newsletters, have literature at the January 24th town hall and during the presentation, and place flyers at the properties; that she has received inquiries from citizens as to when it will open; when the drawings are ready the City will provide visuals to the citizens; and incentives are something to consider but the City is not at that point yet.

[RPT 23-006](#)

Report - City Hall Update

Kirby Glaze, Program Manager, provided an update on the new City Hall. Mr. Glaze added that the developer has identified about 15 items some of which have already been priced into their proposal and others are being reviewed by the contractor and architect to see if they have an impact on the project.

Mayor asked what is the distinction between site work and 100% drawing; and what is the effect on the potential cost. Mr. Glaze answered the hope is to have 100% civil

drawings in a couple of weeks which will allow the permitting process; and the object of the value engineering is to reduce cost for the value you are getting in the savings and what impact the savings would have.

[RPT 23-007](#) Report - Ramp at City Hall

Attachments: [4426MariettaStreet.RAMP-Model](#)
[Award Letter - 01-05-2023](#)

Pam Conner, City Manager, discussed soliciting quotes for the replacement of the ramp at the temporary City Hall and after having conversations with Staff recommends not replacing the ramp. Mrs. Conner added that currently the citizens have stability and recognizes where to go for services.

Chad Kastner of Croy Engineering, added that they met with the structural engineer who came up with replacing the back of the sidewalk and pour concrete with handrails, costing the City about \$8,800.

The Mayor and Council body asked are there safety issues for the staff; is this the only entrance to the building; does this replace the whole ramp; and what are the plans for the building after the new City Hall is complete. Mr. Kastner replied that there were some ground issues but out of ground looks great, but will check with the engineer if there are safety issues to support traffic; Mrs. Conner answered that there is only one entrance to the building; the replacement is only up the front of the structure and not the whole ramp; and that the building is owned by the DDA and long term use is for redevelopment.

[RES0 23-012](#) A RESOLUTION ESTABLISHING QUALIFYING FEES AND QUALIFYING DATES FOR THE GENERAL ELECTION TO BE HELD NOVEMBER 7, 2023 FOR THE OFFICES OF MAYOR, AT LARGE POST 1 AND AT LARGE POST 2 OF THE CITY OF POWDER SPRINGS, GEORGIA; AUTHORIZING THE CITY CLERK AND THE CITY ELECTION SUPERINTENDENT TO PUBLISH NOTICES OF QUALIFYING FEES AND OTHER NOTICES REQUIRED OR PERMITTED TO BE PUBLISHED BY THE GOVERNING AUTHORITY IN CONNECTION THEREWITH; PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES

Attachments: [RESOLUTION 2023 - 012 Qualifying Fees and Dates](#)

Kelly Axt, City Clerk, discussed being compliant with Georgia law to establish qualifying dates to be held third week of August for the election of Mayor, At Large Post 1 and At Large Post 2.

No discussion was held.

[RES0 23-013](#) A RESOLUTION SUBSCRIBING TO THE ETHICS AND PRINCIPLES OF THE GEORGIA MUNICIPAL ASSOCIATION CERTIFIED CITY OF ETHICS PROGRAM; AUTHORIZING THE MAYOR TO EXECUTE DOCUMENTATION NEEDED TO APPLY FOR RECERTIFICATION AS A CITY OF ETHICS; PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Attachments: [RESOLUTION 2023 - 013 City of Ethics](#)

Pam Conner, City Manager, discussed the renewal of the application every four years with GMA and the completion of requirements.

No discussion was held.

[RES0 23-014](#) Resolution - Agreement with CobbWorks for Incumbent Employee training funds

Attachments: [Email from Sonya Grant Cobb Works \(1\)](#)

Bill Tanks, Public Services, Equity and Inclusion Agency Executive Director, discussed the agreement with Cobb Works to cover some training expenses for existing employees.

The Mayor asked for a breakdown of the money that the City stands to receive; and are there conversations of providing transportation for citizens to get to these jobs. Mr. Tanks replied that the State funds will pay for existing employee training while the City covers the salaries of these trainees; and the transportation conversation is ongoing.

[RES0 23-015](#) A RESOLUTION APPROVING AND AUTHORIZING CERTAIN ANNEXATIONS TO THE CITY OF POWDER SPRINGS BY LOCAL ACT OF THE GEORGIA GENERAL ASSEMBLY; PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES

Attachments: [RESOLUTION 2023 - 015 General Assembly Annexations](#)

Tina Garver, Community Development Director, discussed the action to ratify past annexations into the City and done properly for acceptance as the City boundaries.

The Council body asked does this deal with the islands. City Manager Pam Conner replied that this does not deal with islands, only the annexations passed by Mayor and Council taken in the past.

[RES0 23-016](#) A RESOLUTION APPROVING THE TEMPORARY CLOSURE AND USE OF THURMAN SPRINGS PARK AND PARKING FOR A MINI MASTERS GOLF TOURNAMENT ON JUNE 24 2023 FROM 10AM TO 8PM; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Attachments: [RESOLUTION 2023 - 016 Special Event Thurman Springs Park PSBG](#)
[Golf tournament map](#)
[Application Temp Event Recreation 1-4-23 Redacted](#)

Travis Landrum, Parks and Recreation Director, discussed the application by the Powder Springs Business Group to host an event with a change of date of June 24th from 10am-8pm, requiring no street closures.

No discussion was held.

[RES0 23-017](#) Resolution - stormwater/drainage improvements at linear park

Wayne McGrady of Croy Engineering, discussed installing a detention pond at the Linear Park prior to the installation of the new skate park to address any drainage issue.

Mayor asked how much of a delay is this on the skate park; and where is the money for the cost overrun coming from. Mr. Grady replied that he didn't have an answer on the delay but has spoken with the local contractor who is working out a schedule; City Manager Pam Conner answered that the money would come from SPLOST.

[RES0 23-018](#) A RESOLUTION APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE AN AMENDMENT TO THE PROGRAM MANAGEMENT AGREEMENT WITH CROY ENGINEERING, LLC FOR DESIGN AND ENGINEERING SERVICES RELATING TO DOWNTOWN PARKING IMPROVEMENTS UNDER THE 2016 SPECIAL PURPOSE LOCAL OPTION SALES TAX PROGRAM FOR AN AMOUNT OF \$8,145; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Attachments: [RESOLUTION 2023 - 018 Croy downtown parking general streets improvements PMA amendment](#)
[1476.00 21st Amendment to Prog Mgmt Svs Agmnt](#)

Pam Conner, City Manager, discussed that DDA owns two properties and recommends the use for temporary parking until the parking deck is complete and sell for redevelopment.

The Mayor and Council body asked does this mean that there will be continuous parking or sectioned off; and potential issues with security. Mrs. Conner replied that they will review for the best recommendation; and the City can certainly monitor security.

[RES0 23-019](#) A RESOLUTION APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE AN AMENDMENT TO THE AGREEMENT WITH ABOVE THE CLOUD MEDIA AND MARKETING TO EXPAND THEIR PROFESSIONAL

AUDIOVISUAL SERVICES TO INCLUDE THE UPDATE AND MAINTENANCE OF A MARKETING WEBSITE FOR A FEE OF \$12,600; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Attachments: [RESOLUTION 2023 - 019 Above the Cloud Media and Marketing change order](#)
[Visit Powder Springs Website Proposal Redacted](#)

Marsellas Williams, Economic Development Director, discussed the expansion of the audio visual services to update the Come to Powder Springs website to help further promote and market the City. Mr. Williams added that the hope is to launch the website within a month.

Michael Upshaw of Above the Cloud Media and Marketing, provided a presentation of the new website to market and draw tourism to the City.

The Council body asked will the existing and in process developments be highlighted. Mr. Williams answered that they wanted to mainly highlight the places to eat, commercial aspects, shop in the City and with a come to live section as well.

[RES0 23-020](#) A RESOLUTION AMENDING THE CITY OF POWDER SPRINGS PERSONNEL POLICY MANUAL RELATING TO SICK LEAVE, ACCRUED VACATION LEAVE AND EMPLOYEE BENEFITS; AUTHORIZING THE USE OF PAID SICK LEAVE FOR UP TO FIVE DAYS IN CALENDAR YEAR 2023 FOR EMPLOYEES UNABLE TO WORK AS A RESULT OF THE CORONAVIRUS; PROVIDING FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Attachments: [RESOLUTION 2023 - 020 Personnel Manual amendments](#)
[DONATED LEAVE POLICY revision](#)
[Health and Wellness addition](#)
[Revised Vacation Accruals](#)

Pam Conner, City Manager, discussed the amendments to voluntarily donate sick leave to a pool, increasing the accrual of annual leave, and recommended Covid sick leave for five days for the 2023 calendar year.

The Council body asked does the sick leave include caring for immediate family member; and what happens to the accrued leave time should an employee leave the City. Mrs. Conner replied that the sick leave includes caring for immediate family members as described in the manual; and that the leaving employee will be paid for their earned accrued leave over regular pay periods until it is fully paid out, not sick leave.

[RES0 23-021](#) A RESOLUTION APPROVING AND AUTHORIZING THE MAYOR TO EXECUTE CERTAIN AGREEMENTS FOR CERTAIN PROFESSIONAL

SERVICES RELATING TO THE MORATORIUM PREVIOUSLY ESTABLISHED BY THE CITY OF POWDER SPRINGS FOR A SUM OF \$56,600; AUTHORIZING THE FINANCE DIRECTOR TO PREPARE NECESSARY BUDGET AMENDMENTS FOR THE TRANSFER AND ALLOCATION OF FUNDS TO PAY FOR SAID PROFESSIONAL SERVICES; TO PROVIDE FOR AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Attachments: [RESOLUTION 2023 - 021 Moratorium studies](#)

Eric Meyer, Development & Infrastructure Agency Executive Director, discussed having six different expert firms develop scopes of work to answer questions regarding potential growth in annexations.

Pam Conner, City Manager, added that Georgia Tech has not submitted their final cost but estimated the cost of studies about \$60,000.

The Mayor asked how do we move forward with future development; and will they look at properties zoned commercial for several years. Mrs. Conner replied that it's hard to say until we receive the recommendations; Mr. Meyers stated that retail strategies will look at those commercial properties.

Dinner Recess at 6:31pm

A motion was made by Council Member - Ward 2 Dawkins, seconded by Council Member - At Large Post 2 Wisdom, that this Dinner Recess be approved at 6:31PM. The motion carried by the following vote:

Yes: 5 - Henry Lust, Doris Dawkins, Dwayne Green, Patrick Bordelon, and Patricia Wisdom

Dinner Concluded at 7:01pm

A motion was made by Mayor Pro Tem - Ward 1 Lust, seconded by Council Member - Ward 3 Green, that this Dinner Conclude at 7:01pm be approved. The motion carried by the following vote:

Yes: 5 - Henry Lust, Doris Dawkins, Dwayne Green, Patrick Bordelon, and Patricia Wisdom

[RES0 23-022](#) A RESOLUTION APPROVING THE TEMPORARY CLOSURE AND USE OF THE MUNICIPAL PARKING LOT LOCATED BETWEEN MARIETTA STREET AND HOTEL AVENUE FOR A TEMPORARY SPECIAL EVENT ON FEBRUARY 18, 2023 TO ACCOMMODATE BLACK HISTORY MONTH ENTREPRENEURS DAY; PROVIDING AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

Attachments: [RESOLUTION 2023 - 022 Temporary Event and municipal parking lot](#)

[Black History Entrepreneuers Day - Parking Map](#)

[Black History Month \(002\)](#)

Travis Landrum, Parks and Recreation Director, discussed the application by the Bookworm Bookstore to host an event for a Black Entrepreneur event during Black History Month on February 18th, closing a portion of the municipal parking outside the building for vendors.

The Council body asked how does interested persons participate. Mr. Landrum stated that the bookstore may have postings of their social media outlets and inquires can be made in the store since this is a privately hosted event.

[ORD 22-032](#)

Ordinance - To annex into the City of Powder Springs and Rezone an approx. 80 acre tract from R-20, NRC, LRO in the County to Conditional MXU in the City – within Land Lots 717, 718, 764 and 765, 19th District, 2nd Section, Cobb County, Georgia. PINs: 19079000010, 19071700130 (portion), 19076500020, 19071800040, 19071700140, and 19069000020.

First reading: November 21, 2022. Second Reading: December 5, 2022.

TABLED TO: First reading: December 5, 2022 Second Reading: January 3, 2023

MOTION TO TABLED ACTION 12/5/22:

First reading: January 17, 2023 Second Reading: February 6, 2023

- Attachments:** [Primary Exhibits. Barrett Pkwy Annexation](#)
[Vicinity Map. Barrett Pkwy Annexation](#)
[Appl Pkgs FINAL for Efilng-SCP Acquisitions, LLC Redacted](#)
[Executed Motion to Table to 12-05-2022](#)
[Primary Exhibits. Barrett Pkwy Annexation Redacted](#)
[Executed Motion ORD 22-032 to Table to 01-17-2023](#)

Shaun Myers, Planning and Zoning Manager, discussed the application to annex 80 acres into the City and develop 288 multi-family units, 100 town homes and 58 single-family homes.

No discussion was held.

[PR 23-001](#)

Presentation - ACFR

- Attachments:** [City of Powder Springs AD&A Redacted](#)

Travis Sims, Finance Director, reminded Mayor and Council that the increase in the General Fund balance is partially due to the combining of the future Capital Project Fund into the General Fund.

Meredith Lipson of Mauldin and Jenkins, presented the Annual Comprehensive

Financial Report for fiscal year 2022.

Mayor and the Council body asked for an explanation of the sanitation loss and storm water gains; is the 75% of the revenue exclusive to property taxes; are we spending less on public safety; and is there a negative or positive effect of moving the old water sewer fund into the general. Mr. Sims replied that the previous sanitation study anticipated sanitation to operate at a loss which is one reason for the rate increase; and the storm water operates at a surplus most years unless there's a catastrophic system failure; and by using some of the ARPA funds this allows a full system assessment to head off major failures. Ms. Lipson answered that the percentage is the taxes as a whole; Mr. Sims stated that the City is not spending less on public safety however there are expenditures in other areas and to keep in mind that general government is a combination of departments; Ms. Lipson stated that there was no effect because the auditor's combined the water sewer fund at the beginning of the fiscal year as an adjustment to the beginning fund balance.

Executive Session was called for the purpose of Litigation.

A motion was made by Council Member - Ward 2 Dawkins, seconded by Mayor Pro Tem - Ward 1 Lust, that this Executive Session for the purpose of Litigation be approved. The motion carried by the following vote:

Yes: 5 - Henry Lust, Doris Dawkins, Dwayne Green, Patrick Bordelon, and Patricia Wisdom

Executive Session concluded for the purpose of Litigation.

A motion was made by Council Member - At Large Post 1 Bordelon, seconded by Mayor Pro Tem - Ward 1 Lust, that this Executive Session for the purpose of Litigation conclude be approved. The motion carried by the following vote:

Yes: 5 - Henry Lust, Doris Dawkins, Dwayne Green, Patrick Bordelon, and Patricia Wisdom

City Manager and Council Reports

Julie Livingston, City Attorney, discussed that DAPS (Development Authority of Powder Springs) approved a resolution the night before to have the private company continue the 15 year requirement to rent to low income senior residents.

Council Member Lust added that the DAPS has finished the legal paperwork for the bonds. Mr. Lust reminded everyone that the MLK Jr. celebration is on January 16th at the Cobb Civic Center, and on that same date in the evening he will participate on panel speaking to those potential candidates for the new Mableton City Hood.

Council Member Green made no comments.

Council Member Dawkins made no comments.

Council Member Bordelon made no comments.

Council Member Wisdom made no comments

Recess to Next Scheduled City Council Meeting

A motion was made by Mayor Pro Tem - Ward 1 Lust, seconded by Council Member - Ward 2 Dawkins, that this Recess to Tuesday January 17, 2023 at 6:30PM be approved. The motion carried by the following vote:

Yes: 5 - Henry Lust, Doris Dawkins, Dwayne Green, Patrick Bordelon, and Patricia Wisdom