

**MINUTES OF CITY COUNCIL WORK SESSION MEETING
CITY OF KENNESAW
Council Chambers
July 10, 2023
6:30 PM**

Present	Mayor Derek Easterling Mayor Pro Tem Tracey Viars Councilmember Lynette Burnette Councilmember Pat Ferris Councilmember Trey Sinclair City Clerk Lea Alvarez City Manager Jeff Drobney City Attorney Randall Bentley, Sr.
Absent	Councilmember Antonio Jones

1. Invocation

2. Pledge of Allegiance

3. Call to Order

Mayor Easterling called the meeting to order at 6:30 p.m.

4. Announcements

- A. This public meeting is being conducted via the use of real-time telephonic technology allowing the public simultaneous access to the public meeting. You may also attend in person with limited seating available at both the Council Chambers and the Ben Robertson Community Center, if needed. Mayor and Council will be conducting their meeting via real-time telephonic technology using Zoom Meeting and Facebook Live. You can access the meeting via the following link: <https://www.facebook.com/CityofKennesaw/>
- B. If you are not able to attend a meeting in-person and would like to provide public comment on a specific agenda item, you can email kennesawcouncil@kennesaw-ga.gov no later than 6:00 PM the night of the regular meeting. Your comments on a specific agenda item will be read aloud or grouped into categories for the record. **Facebook Live is not monitored for public comment.**

5. Presentations

6. Public Comment/Business from the Floor

7. Old Business

8. New Business

- A. Authorization to fund a "Practices for Successful Meetings" class through the Carl Vinson Institute of Government for the City's boards, committees, and commissions out of the Mayor and Council Contingency Fund for \$3,100.

[Councilmember Burnette entered the Council Chambers at 6:32 p.m.]

City Clerk Lea Alvarez requested authorization to fund a "Practices for Successful Meetings" class through the Carl Vinson Institute of Government for the City's boards, committees, and commissions out of the Mayor and Council Contingency Fund for \$3,100. Ms. Alvarez explained Councilmember Ferris approached her a couple of months ago with the idea of extending this opportunity to the many members of our boards and commissions, including their respective staff and council liaisons. Through the coordination of the Carl Vinson Institute of Government, Jim Elliot of Butler Snow LLP will be teaching the course. Mr. Elliot has presented on this topic throughout the State of Georgia, most recently at the Georgia Municipal Association's Annual Convention. While the date is still being finalized, the cost for the on-site visit is \$3,100. To maximize attendance, staff is proposing a morning and afternoon session. Ms. Alvarez requested the class be funded by the Mayor and Council's Contingency Fund.

Councilmember Ferris shared he has taken the time to visit different boards, authorities, and foundations associated with the city. After speaking to various chairs, he found that many of the members had never been involved in a formal organization. It occurred to him that the city needed to fill this knowledge gap through a class of some kind. He thinks anyone that attends would walk away with a better understanding of how to run effective meetings, particularly parliamentary procedure.

After receiving confirmation from Council, Mayor Easterling suggested moving the item to the Consent Agenda.

9. Committee and Board Reports

10. Public Hearing(s)

11. Consent Agenda

- A. Approval of the June 26, 2023 City Council work session minutes.
- B. Approval of the July 5, 2023 City Council regular meeting minutes.

12. General and Administrative

13. Public Safety

- A. Receipt of the June 2023 Crime Statistics.

Chief Westenberger presented the June 2023 crime statistics.

14. Information Technology

15. Public Works

- A. Approval of RESOLUTION for a design services proposal and agreement with Croy Engineering and CSC Design, Inc for the Smith-Gilbert Garden's restroom and trail project.

Building and Facilities Manager Robbie Balenger presented a resolution for a design services proposal and agreement with Croy Engineering and CSC Design, Inc. for the Smith-Gilbert Garden's restroom and trail project. The design will include four single-person restrooms and 2,800 linear feet of paved pathways throughout the gardens. Currently, the gardens only have one exterior restroom, and staff are currently renting trailers to accommodate the need. Mr. Balenger stated the pathways will help make the restrooms ADA accessible. The total cost will be \$95,280 for the design documents.

Councilmember Ferris asked how this project was going to be funded. Mr. Balenger responded American Rescue Plan Act (ARPA) funds. Dr. Drobney stated the project was approved last year by City Council.

After receiving confirmation from Council, Mayor Easterling suggested moving the item to the Consent Agenda.

16. Recreation and Culture

17. Community Development

18. Public Comment/Business from the Floor

19. City Manager's Report

- A. Reports, Discussions, and Updates
- B. Recommendation of the City Manager to ratify the appointment of Information Technology Director, Robert Mayes

Dr. Drobney introduced Robert Mayes as his appointment to the position of Information Technology Director. Mr. Mayes is a retired Major from the United States Air Force and has spent many years in information technology and information technology security. Dr. Drobney's appointment is set to be ratified at the regular meeting on Monday, July 17, 2023.

20. Mayor's Report

- A. Mayor and Council (re)appointments to Boards and Commissions. This item is for (re)appointments made by the Mayor to any Board, Committee, Authority, or Commission requiring an appointment to fill any vacancies, resignations, and to create or dissolve boards and commissions, as deemed necessary.

21. Council Reports & Discussions

22 Executive Session

Pursuant to the provisions of O.C.G.A 50-14-3, the City Council could, at any time during the meeting, vote to close the public meeting and move to executive session to discuss matters relating to litigation, legal actions and/or communications from the City Attorney; and/or personnel matters; and/or real estate matters.

23. Adjourn

Mayor Easterling adjourned the meeting at 6:40 p.m. The regular meeting will be held Monday, July 17 at 6:30 p.m. in the Council Chambers. The public is encouraged to attend or view via Facebook Live.

A handwritten signature in blue ink, appearing to read "Lea Alvarez", with a stylized flourish at the end.

Lea Alvarez, City Clerk