MINUTES OF CITY COUNCIL WORK SESSION MEETING
CITY OF KENNESAW
Council Chambers
July 31, 2023
6:30 PM

Present	Mayor Derek Easterling Mayor Pro Tem Tracey Viars Councilmember Lynette Burnette Councilmember Pat Ferris Councilmember Antonio Jones Councilmember Trey Sinclair Deputy City Clerk Lily Smith City Manager Jeff Drobney City Attorney Fred Bentley, Jr.

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. Approval of RESOLUTION to adopt findings on proposed local amendment to Plumbing Code for Water Efficiency Submission of proposed amendment to the Department of Community Affairs.

City Attorney Fred Bentley, Jr. presented a resolution to adopt findings on proposed local amendments to the plumbing code for water efficiency with submission of the proposed amendment to the Department of Community Affairs. He started his presentation by noting that the city is part of the 15- county Metropolitan North Georgia Water Planning District. He went on to explain the city must comply with all standards and therefore must adopt new standards when available. The new standards that are being adopted are more stringent than those currently being used in the state's plumbing code to improve water efficiency and clarify allowable practices. Under O.C.G.A 8-2-25 and 26, the city is required to notify anyone who comes into the city to apply for certain permits regarding standards that will now vary from established state standards. Mr. Bentley, Jr. recommended approval to avoid future issues.

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

9. Committee and Board Reports

A. Approval of road closures for the 2023 Taste of Kennesaw.

Assistant City Manager Marty Hughes presented road closures for the upcoming Taste of Kennesaw event. Mr. Hughes made the public aware that the road closures would be the same as closures in previous years. He noted that the only change is that Eaton Chiropractic has now changed to The Hive. The Events Committee recommends approval.

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

10. Public Hearing(s)

A. Approval of ORDINANCE to amend the Code of Ordinances of the City of Kennesaw, Georgia, Section 2-101, “Appeals”; Section 2-115, “Established”; Section 22-8, “Application; Review and Approval or Denial of Application”; Section 22-24, “Inspection of Books and Records”; Section 22-399, “Issuance of License”; Section 22-404, “Hearing; Revocation and Suspension; Appeal”; Section 46-12, “Administrative Remedy”; Section 46-225, “Judicial Review”; Section 46-462, “Administrative Appeal and Judicial Review; Section 62-9, “Community Redevelopment Tax Incentive Program”; Section 74-38, “Required Service; Fees; Security Deposit”; Section 74-39, “Fee Waiver for Active Duty Military.”

City Clerk Lea Alvarez presented an ordinance to amend various sections of the code regarding appellate procedures for administrative decisions. The amendments will reflect the changes set forth in O.C.G.A, Chapter 3, Title 5, which went into effect on

July 1, 2023. This public hearing was duly advertised in the Marietta Daily Journal on July 28, 2023 and will again be advertised on August 4, 2023.

B. Third and Final Public Hearing on the proposed RESOLUTION to adopt the Maintenance and Operation (M&O) Millage Rate.

Finance Director Gina Auld presented the third and final public hearing on the proposed resolution to adopt the Maintenance and Operation (M&O) Millage Rate, which will take place at the regular meeting on Monday, August 7, 2023 at 6:30 p.m. Ms. Auld also reminded the public the hearings were properly advertised in the Marietta Daily Journal on July 22, 2023 and July 29, 2023.

C. Third and Final Public Hearing on the proposed RESOLUTION to adopt the Bond Millage Rate.

Finance Director Gina Auld presented the third and final public hearing on the proposed resolution to adopt the Bond Millage Rate, which will take place at the regular meeting on Monday, August 7, 2023 at 6:30 p.m. Ms. Auld also reminded the public the hearings were properly advertised in the Marietta Daily Journal on July 22, 2023 and July 29, 2023.

11. Consent Agenda

A. Approval of the July 10, 2023 City Council work session minutes.

B. Approval of the July 10, 2023 Special Called FY 2023-2024 Budget work session minutes.

C. Approval of the July 17, 2023 City Council regular meeting minutes.

12. General and Administrative

A. Approval of RESOLUTION to adopt the City of Kennesaw's Budget & Fund Balance Financial Management Policy.

Assistant to the City Manager James Friedrich presented a resolution to adopt the City of Kennesaw's Budget and Fund Balance Financial Management policy. Mr. Friedrich elaborated on how these policies will help the city remain in good financial health, and continue stability and best practices. These funds will apply to all budgeted funds and clearly define various types of funds and fund balance classifications. The City Manager and Finance Director recommend approval.

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

B. Approval of RESOLUTION to adopt the City of Kennesaw's Cash & Investment Financial Management Policy.

Assistant to the City Manager James Friedrich presented a resolution to adopt the City of Kennesaw's Cash and Investment Financial Management policy. Mr. Friedrich elaborated on how these policies will help the city to maximize interest earnings, emphasizing legal compliance while providing cash flow and liquidity with the city's

financial obligations. The policy will apply to cash and investments, both short term and long term. He stated that these policies would all be the responsibility of the Finance Director while achieving the general objectives outlined in this policy, including safety, liquidity, and
yield.The City Manager and Finance Director recommend approval.

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

C. Approval of RESOLUTION authorizing the Mayor or his designee to execute a grant agreement between the City and the Department of Housing and Urban Development for the City's Neighborhood Improvement Project.

Assistant to the City Manager James Friedrich presented a resolution authorizing the Mayor or his designee to execute a grant agreement between the City of Kennesaw and the Department of Housing and Urban Development for the city's Neighborhood Improvement Project. The City of Kennesaw's Neighborhood Improvement Project will address various infrastructure issues including street resurfacing, sidewalk installations, and drainage improvements specifically in the Kencrest neighborhood. Mr. Friedrich noted the funds will come from Community Project Funding that was recently authorized via Congress and distributed through the Department of Housing and Urban Development (HUD). The city has received $1,000,000 to improve the Kencrest neighborhood. Mr. Friedrich recommended approval pending legal review.

Councilmember Ferris followed the presentation with a line of questioning about the types of projects that would be included in this initiative. Mr. Friedrich responded with road resurfacing, sidewalk installation and curb/ drainage improvements. Councilmember Ferris stated he was happy to hear about these kinds of improvements due to the volume of questions he has received recently.

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

13. Public Safety

14. Information Technology

15. Public Works

16. Recreation and Culture

A. Approval of RESOLUTION to award bid and authorize the Mayor to execute a contract with Signature Tennis Courts Inc. for the Adams Park tennis court rehabilitation project.

Public Works Director Bill McNair presented a resolution to award the bid and authorize the Mayor to execute a contract with Signature Tennis Courts, Inc. for the Adams Park court rehabilitation project. Mr. McNair specified this project would encompass removal and disposal of the existing court surfaces and perimeter fencing, subsurface gravel leveling and compaction, new asphalt surface, new black vinyl coated fence posts and fence mesh, color coating of new court surfaces, new court striping that accommodates both tennis and pickleball, and new net posts and nets. Signature Tennis Courts Inc. was the lowest qualified bid in the amount of $115,000 and, pending legal review, the Parks and Recreation Director recommended approval. He added that this project will be paid for by 2016 SPLOST Dollars.

Councilmember Ferris inquired about the use of asphalt on projects such as this one. Public Works Director Bill McNair answered that these types of projects are usually asphalt and then are covered by an additional surface. Councilmember Ferris added that a concrete surface would last longer, but Mayor Easterling and Mayor Pro Tem Viars added there is some functionality that could be lost when playing with a ball if the incorrect surface is used. Councilmember Jones asked if there was some type of alternative recycled material that the court could be constructed with instead of asphalt. It was reiterated that there would be functionality lost and that asphalt would be the best material for this type of project.

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

17. Community Development

A. DISCUSSION ONLY: Presentation of proposed storyboard designs and locations in Phase 3 of the Wayfinding Signage Project

Downtown and Main Street Manager Miranda Taylor discussed proposed storyboard designs and locations for the third phase of the Wayfinding Signage project. Ms. Taylor reminded the public about the twenty directional pedestrian signets that have already been put up in various locations around the city, in addition to refreshing some of the information kiosks that were recently put up as well. She spoke about Phase 3 of the Wayfinding Signage project, which will include four story boards that will be put up in various places around the downtown area. The proposed locations include: the Historic Spring area (behind City Hall), Memorial Park, Kennesaw City Cemetery, and Depot Park. She thanked Andrew Bramlett and the Southern Museum for helping her with the content development of this project. Lastly, Ms. Taylor spoke about the branding that would be used. Councilmember Jones expressed his excitement about this project.

18. Public Comment/Business from the Floor

19. City Manager's Report

A. Reports, Discussions, and Updates

B. DISCUSSION ONLY: RFP for security cameras at City parks.

Assistant City Manager Marty Hughes discussed a possible request for proposals regarding security cameras in various city parks. Mr. Hughes stated that the Council had wanted to install cameras for all city parks and that city staff had been speaking with a consulting firm to assess coverage. He presented the various camera coverage maps for each park and gave an estimate for equipment of approximately $250,000. Mr. Hughes added that this price will not include any labor or any additional equipment that may be needed during the installation. Mr. Hughes asked for permission to begin phase two, which would involve creating the request for proposals and getting everything ready for bid.

Councilmember Jones asked a few questions regarding biometric capabilities on the camera and was informed that this was not an option at that time due to the exuberant cost. Councilmember Jones insisted that biometrics be a priority and researched thoroughly. Councilmember Ferris inquired about the data storage and connectivity systems that the cameras would use. Mr. Hughes replied the cameras would be wired and then the data would be transferred to a centralized hub. Councilmember Ferris also asked for a strict retention policy for this type of footage as well as more research on possible biometric abilities. Mayor Pro Tem Viars also voiced her support for this kind of capability as well.

C. Authorize use of ARPA funds to install conduits at the amphitheater side of Depot Park.

Assistant City Manager Marty Hughes requested authorization to use American Rescue Plan Act (ARPA) funds to install conduits on the amphitheater side of Depot Park. Mr. Hughes brought attention to the fact that the amphitheater-side of Depot Park has access to the electrical infrastructure while other construction projects are going on. The city can use this opportunity to install conduits for eight new security cameras. Staff will use ARPA Funding for this project. Mr. Hughes said this would drastically save time and money on not having to re-open the ground after the amphitheater project is completed.

Councilmember Jones inquired the price and Assistant City Manager Marty Hughesreplied it would be cost $20,000.

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

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.

Motion by Councilmember Burnette to enter into Executive Session as allowed by O.C.G.A. Sec. 50-14-3 for discussing personnel. Motion seconded by Mayor Pro Tem Viars.

After receiving visual and verbal confirmation from Council, motion approved unanimously, 5-0. Motion carried.

6:53 P.M. Recess to Executive Session

Mayor, City Council, City Attorney, City Manager, Assistant City Manager, City Clerk and Deputy City Clerk attended Executive Session.

7:10 P.M. Reconvene to Open Session

Councilmember Burnette read the Board back into Open Session and directed the Mayor and City Council to execute an affidavit in compliance with O.C.G.A. Sec. 50-14-4. Motion seconded by Mayor Pro Tem Viars.

After receiving visual and verbal confirmation from Council, motion approved unanimously, 5-0. Motion carried.

Mayor Easterling adjourned the meeting at 7:12 P.M. The regular meeting will be held

23. Adjourn

Monday, August 7, 2023 at 6:30 p.m. in the Council Chambers. The public is encouraged to attend or view via Facebook Live.

Lily Smith

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Lily Smith, Deputy City Clerk