

**CITY OF MABLETON, GEORGIA**  
Riverside EpiCenter  
135 Riverside Pkwy, Austell, GA 30168  
May 8, 2024 @ 6:30PM

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

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**CITY COUNCIL REGULAR MEETING AGENDA**

1. **CALL TO ORDER** Mayor Michael Owens
2. **ROLL CALL**
3. **INVOCATION**
4. **PLEDGE OF ALLEGIANCE**
5. **APPROVAL OF AGENDA**
6. **PRESENTATIONS/ACKNOWLEDGEMENTS/ PROCLAMATIONS**
7. **APPOINTMENTS**
8. **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.*
9. **CONSENT AGENDA**
  - a. April 24, 2024 Regular Meeting Minutes
10. **UNFINISHED BUSINESS**
11. **NEW BUSINESS**
  - a. **First Read:** Ordinance Amending Chapter 2, Administration of City of Mableton  
Code of Ordinances to add Section Dealing with Oaths - City Attorney Emilia  
Walker-Ashby
  - b. Consideration and Approval of RFQ 24-02 for Professional Planning Firm to  
Conduct services for City of Mableton Comprehensive Plan 2045 - Mayor Owens

c. Consideration and Approval of Resolution Updating the City of Mableton Preliminary Classification and Pay Plan and for Other Purposes - City Manager Bill Tanks

**12. OTHER BUSINESS/DISCUSSION**

a. Discussion on Extension of Exemption on Business Licensing Lates Fees and Penalties - City Attorney Emilia Walker-Ashby

**13. CITY MANAGER’S ANNOUNCEMENTS/COMMENTS**

**14. CITY ATTORNEY/CITY CLERK/STAFF ANNOUNCEMENTS/COMMENTS**

**15. MAYOR AND COUNCIL ANNOUNCEMENTS/COMMENTS**

**16. 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))**

**17. ADJOURNMENT**

**CITY OF MABLETON, GEORGIA**  
Riverside EpiCenter  
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April 24, 2024 @ 6:30PM

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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

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**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 Barry Smith of First Christian Church of Mableton.
4. **PLEDGE OF ALLEGIANCE** - Led by Councilmember TJ Ferguson.
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**

- a. Proclamation - Recognition of City of Mableton Mayor's Reading Club Day

Mayor Owens read the proclamation, proclaiming the goal of the Mayor's Reading Club Program was to improve literacy skills and overall success with early reading among children. He recognized those who attended the meeting for the proclamation:

Irene Barton-Cobb Collaborative Executive Director  
Barbie Etterle, Board Member at Large  
Barry Smith, Board Secretary  
Major James Bulloch, Chair-Elect  
Kay Love, Managing Director for Georgia City Solutions  
Allison Curtis  
Jo Lahmon

b. Proclamation - Recognition of National Day of Prayer

Mayor Owens presented the proclamation and recognized the pastors attending the meeting:

Mableton Pastors Collective members in Attendance:

Barry Smith Executive Minister First Christian Church of Mableton

Darrell Young Pastor The Pillar Church

Charlotte Young Pastor The Pillar Church

Dale Stephens Lead Pastor Pure Hope Church

Bishop Sherman Scott Pastor Grace City Church

Reggie Fields Pastor Revive Church Atl.

Henry Adekogbe Executive Pastor Jubilee Christian Church

Jeff Davis Sr Pastor Mt Pisgah Baptist Church

c. Proclamation - Recognition of National Cities, Towns, and Villages Month

Mayor Owens read the proclamation.

Mayor Owens also acknowledged it was National Admin Assistant Day, and recognized Executive Assistant Lily Smith for a job well done for Council and staff. He thanked Ms. Smith for all of the work she has done from day ne.

**7. ANNOUNCEMENTS/PRESENTATIONS/REPORTS**

a. BS&A Financial Software Presentation - Finance Consultant Frank Milazi and BS&A Representative Kevin Schafer.

Finance Consultant Frank Milazi noted the Council had asked questions about integration and security at the previous meeting. He introduced Frank Schafer to present and answer questions. Questions and answers followed. Clarification included:

- BS&A should should integrate with the Business License Software and future GIS integration. Mr. Schafer stated BS&A did integrate with GIS and would take a look at the software and did not see a problem with integration.
- The software was cloud based.
- The timeline for implementation was estimated at sixty days.
- Security was multi factor authentication and was abided by Microsoft Standards. Mr. Schafer stated he could provide reports about the security.
- The City was purchasing the BS&A Financial modules at this time. BS&A has other modules. The City could integrate with current software or can purchase BS&A additional modules.
- The contract is one time and the support will be annually as cloud based.

**8. 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.*

- Robin Myer thanked the Mayor and Council for helping celebrate and support the Mableton Improvement Coalition Taste of Mableton. She expressed support for the

consulting firm ITBS including Mr. Rob Housak for the transition of Planning and Zoning services to the City of Mableton. She provided additional recommendations. She offered assistance.

- Pastor Warren Roberts of Point of Grace Community Church of District 4 introduced himself at Point of Grace Community Church. He wanted to help the community and invited everyone to Friends and Family Day the following Sunday.
- Jo Lahmon, Regional Manager of Cobb County Public Library System and of District 1, announced details about the registration that was open for 2024 Vision to Learn Appointments.
- Shelia Edwards of District 3 congratulated the Mayor and Council for winning the case. She expressed concern about triple taxes from the County on citizens. She spoke about Magnolia Crossing waiting to be developed.

Mayor Owens recognized Representative Terry Cummings who reported on the legislation passed including HB 1330 for Mableton Development Authority and HB 1337 for the excise tax. She will be having a town hall meeting with Senator James on Monday at 6:30 p.m.

## 9. **CONSENT AGENDA**

- a. April 10, 2024 Regular Meeting Minutes
- b. April 10, 2024 Work Session Minutes
- c. Consideration and Approval Resolution RES 2024-04-02 Adopting an Agenda Item Submittal and Posting Process Policy

**Motion** made to approve Consent Agenda by Councilmember Oladapo and seconded by Councilmember Jeffcoat. The motion passed unanimously.

## 10. **UNFINISHED BUSINESS**

- a. Consideration and Approval of Ordinance Creating Chapter 2, Administration, Article III, Code of Ethics of the City of Mableton Code of Ordinances - Second Read (First Read was May 24, 2023 meeting and was tabled for Second Read at the April 10, 2024 meeting.) - City Attorney Emilia Walker-Ashby

Mayor Owens announced the item stating it was the second read.

Councilmember Ferguson made a motion to move from the table and bring up for discussion to get a motion to pass the ordinance. Councilmember Auch seconded the motion.

Councilmember Auch requested that the city clerk reflect in the minutes that the version of the ordinance in the current agenda packet did not reflect the consensus of the Council made at the last meeting. She recapped the motion at the last meeting by Councilmember Ferguson that the composition of the Ethics Board would be composed of three members selected randomly from a pool of seven members. The

version in the agenda packet states the composition of two members to be randomly chosen and the mayoral appointment would sit on the panel for every ethics case.

Councilmember Auch confirmed she had seconded the motion to bring back for discussion.

Mayor Owens stated the Council was bringing the Ethics Ordinance back for consideration and approval. He explained the item on the agenda under unfinished business was for the consideration and approval of the Ethics Ordinance. Councilmember Auch rescinded her second. Councilmember Davis seconded the motion. Councilmember Oladapo agreed. Mayor Owens asked if there was any discussion.

Discussion and debate followed about the Ethics Ordinance version in the packet and the clarification of what the Council intended in the last motion of the last April 10th meeting.

City Attorney provided an explanation of the request for her to place the requests in writing. She explained there was a difference in interpretation. She stated whatever the quorum advised the composition would be, that would be the composition. Councilmember Oladapo stated a three member random selection is different from a two member selection and one standing appointee. She commented she did not understand how that could be misinterpreted.

Councilmember Auch asked Councilmember Ferguson to express what he meant in his motion at the April 10th meeting. Councilmember Ferguson stated he was referring to the minutes and he did say *the mayor's appointment did not need to be an attorney and have the three member random selection and the duration not to exceed the length of the council member who selected the person.*

Councilmember Ferguson added at one point, the ordinance still reflected two plus one standing. He did not specifically say in this motion he wanted to change from two plus one. He said it was a mistake by him, he should have referred to that, to remove that portion and state three member random selection. He would like to have a motion with the edit of having a three member random selection.

Councilmember Oladapo asked if the random selection would be at a meeting. City Attorney Emilia Walker-Ashby explained the city clerk within 30 days would draw three names randomly selected. There would be a witness present. Discussion followed about Sec. 1.2.7 (iii) Board review. Councilmember Auch asked who shall review the complaint to determine whether the complaint is unjustified or frivolous. City Attorney Walker-Ashby replied it would be the panel of three.

Councilmember Davis inquired about what was the disadvantage of having an attorney on the board referencing the efficiency that could be practiced by having an attorney on the board. Attorney Walker-Ashby stated it would be an advantage of

having an attorney. There is no downsize. Councilmember Auch clarified that the Council can appoint an attorney, the stipulation was that the mayor did not have to select or require an attorney as his appointee. Councilmember Davis commented about the importance and efficiency of having an attorney on the board to assist with interpretation.

Discussion and clarification continued about the interpretation of the three member panel. Councilmember Auch asked for a third read. Discussion followed.

Attorney Walker-Ashby stated she had cosmetic amendments to the proposed Ethics Ordinance to add to the motion. She provided an explanation for the cosmetic amendments.

**Motion** was made by Councilmember Ferguson to amend the second read to say the mayor's appointment does not have to be an attorney, and to have three members selected randomly from all seven appointments and the duration of the appointments' terms are not to exceed the length of the term of the councilmember who made the appointment; and (cosmetic additions from attorney) if there is a pending litigation and there is an issue with the litigation that the case go before the judge that is handling the case vs the Ethics Board; give the Board the flexibility to convene; and clarification throughout to refer to the Board as and/or Board/Panel. Councilmember Oladapo seconded the motion. The motion carried 5-2. **Yeas:** Davis, Oladapo, Jeffcoat, Ferguson **Nays:** Auch and Herndon

## **NEW BUSINESS**

- a. Consideration and Approval of Professional Services Agreement between the Institute of Building Technology and Safety (ITBS) and City of Mableton for Transitional Services for Planning and Zoning, Adoption of a Zoning Ordinance, training, and other related services - City Attorney Emilia Walker-Ashby

Notation was made to have the City Manager as the contact person instead of the mayor . IBTS shall maintain their own insurance.

**Motion** was made by Mayor Owens to table the item until after Executive Session and seconded by Councilmember Jeffcoat. The motion passed unanimously.

- b. Consideration and Approval of Resolution RES 2024-04-03 of the City of Mableton Recognizing Georgia Cities Week, April 21-27, 2024 - City Clerk Susan Hiott

**Motion** was made by Councilmember Oladapo to approve RES 2024-04-03 Recognizing Georgia Cities Week and seconded by Council Member Jeffcoat. The motion passed unanimously.

## **11. OTHER BUSINESS/DISCUSSION**

- a. Update on Comp Plan RFP - Mayor Owens

Mayor Owens explained how the Comp Plan was important to the City. There were six credible firms that responded to the RFQ. He has read and rated the Comp Plan submittals. There is additional time needed to review the RFQs by some of the Council. He asked the Council and City Manager to review and rate the firms. He hopes to make a nomination in choosing a company at the next meeting. This is a process that takes a lot of months to create the Comprehensive Plan. He named the many steps of the Comp Plan process.

**12. CITY MANAGER’S ANNOUNCEMENTS/COMMENTS**

**13. CITY ATTORNEY/CITY CLERK/STAFF ANNOUNCEMENTS/COMMENTS**

**14. MAYOR AND COUNCIL ANNOUNCEMENTS/COMMENTS**

- a. Mayor and Council commented about the outstanding Taste of Mableton event and thanked the Mableton Improvement Coalition and everyone for attending the meeting.
- b. Councilmember Davis encouraged residents to volunteer.
- c. Councilmember Oladapo announced there would be a townhall for Districts 1 and 2 on May 7th 6:00 p.m. - 8:00 p.m. at Pure Hope Church, 6601 Mableton Parkway.
- d. Councilmember Jeffcoat thanked everyone who reached out to her when she was not feeling well.
- e. Councilmember Jeffcoat reported it was great news that the case against the City was dismissed. She thanked Attorney City-Attorney Emilia Walker-Ashby and Chief Justice Melton. For those who challenged, she hoped everyone could set aside differences and build a City all could be proud of. She spoke about the importance of reading and writing. She extended Happy Birthday to the mayor.
- f. Councilmember Ferguson apologized publicly if appears to be combative. He addressed how he enjoyed conversations with the mayor and council members.
- g. Councilmember Herndon gave a shout out to the amazing South Cobb Library.
- h. Mayor Owens gave a shout out to the ROTC and the bands at the Taste of Mableton event.
- i. Mayor Owens commented about the great country and the right to go before a Court and have opinions heard. The judge has made a substantial ruling. He hoped all could unite, being almost 80,000 people. If anyone has concerns about how the City is going forward, his door and phone and email was open. He asked everyone to watch the City grow and build. He sincerely believed the Council had the best interest of the City. The Mayor and Council were to serve the City of Mableton.

**15. 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** made by Councilmember Ferguson to go into Executive Session to discuss litigation, real estate, and personnel. Councilmember Jeffcoat seconded the motion. The motion was carried unanimously. Yeas: Davis, Oladapo, Jeffcoat, Owens, Auch, Ferguson, and Herndon (8:26 p.m.)



**Motion** was made to close Executive Session by Councilmember Auch and seconded by Councilmember Jeffcoat. The motion was carried unanimously. Yeas: Davis, Oladapo, Jeffcoat, Owens, Auch, Ferguson, and Herndon.

**Motion** was made by Councilmember Ferguson to approve the Mayor to further negotiate, finalize and execute Professional Services Agreement with Institute of Building Technology and Safety (ITBS) for transition of Planning and Zoning Services. Councilmeber Jeffcoat seconded the motion. The motion was carried unanimously. (10:13 p.m.)

**16. ADJOURNMENT**

**Motion** made by Councilmember Oladapo and seconded by Councilmember Jeffcoat to adjourn the meeting. The meeting adjourned at 10:14 p.m.

\_\_\_\_\_  
Dr. Michael Owens, Mayor  
Clerk

ATTEST: \_\_\_\_\_  
Susan Hiott, City

**STATE OF GEORGIA  
COBB COUNTY  
CITY OF MABLETON**

**AN ORDINANCE UPDATING CHAPTER 2, ADMINISTRATION, ARTICLE 1, IN  
GENERAL, OF THE CITY CODE, REGULATING OATHS AND FOR OTHER  
LAWFUL PURPOSES**

**WHEREAS**, the City of Mableton (“City”) is a municipal corporation duly organized and existing under the laws of the State of Georgia;

**WHEREAS**, the duly elected governing authority of the City is the Mayor and Council (“City Council”) thereof;

**WHEREAS**, the City Council is authorized by the City Charter Sec. 1.13 and O.C.G.A. § 36-35-3 to adopt ordinances relating to its operations, affairs and local government;

**WHEREAS**, (a) the City Charter Sec. 2.18 sets forth the form of oaths for the City Council, (b) the City Charter Sec. 3.11(f) sets forth the form of oaths for City boards, commissions and authorities and (c) O.C.G.A. § 45-3-11 through O.C.G.A. § 45-3-11 sets forth the form of a loyalty oath for elected officials and City employees;

**WHEREAS**, the City Council desires through this Ordinance to codify law consistent with oath requirements set forth under Charter Sections 2.18 and 3.11(f) and O.C.G.A. § 45-3-11 through O.C.G.A. § 45-3-11; and

**WHEREAS**, the City Council finds this Ordinance to be in the best interest of the health, safety and welfare of the City.

**IT IS HEREBY ORDAINED** by the governing authority of the City of Mableton as follows:

**Section 1.** Chapter 2, Administration, Article 1, In general, of the City of Mableton Code of Ordinances is hereby created to add a new Section 2.1.6 Oaths, to read as follows:

**CHAPTER 2 - ADMINISTRATION**

**ARTICLE 1 –IN GENERAL**

...

**Sec. 2.1.6 Oaths.**

- (a) Councilmembers. The oaths of office taken by the mayor and council under Section 2.18 of the city charter section shall be filed by the city clerk in the office of the judge of the Cobb County Probate Court.

- (b) City boards, commissions and authorities. No member of a city board, commission, or authority shall assume office until that person has executed and filed with the city clerk the following oath, which shall be administered by the mayor, or mayor pro tem if the mayor is unavailable:

I, \_\_\_\_\_ (insert name), do hereby solemnly swear and/or affirm that I will faithfully and impartially perform the duties of being a member of the \_\_\_\_\_ (insert name the board, commission or authority) for the City of Mableton, Georgia.

- (c) Loyalty oath. All elected officials, and persons who are employed by and are on the payroll of the City and are the recipients of wages, per diem, or salary of the City, are required to take an oath that they will support the Constitution of the United States and the Constitution of Georgia. The oath, which shall take the following form, shall be filed with the city clerk and administered by the mayor, or mayor pro tem if the mayor is unavailable:

“I, \_\_\_\_\_ (insert name) a citizen of \_\_\_\_\_ and being an employee and/or elected official of the City of Mableton and the recipient of public funds for services rendered as such elected official and/or employee, do hereby solemnly swear and affirm that I will support the Constitution of the United States and the Constitution of Georgia.”

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**Section 2.** It is hereby declared to be the intention of the City Council that:

- (a) All sections, paragraphs, sentences and phrases of this Ordinance are or were, upon their enactment, believed by the City Council to be fully valid, enforceable and constitutional.
- (b) To the greatest extent allowed by law, each and every section, paragraph, sentence, clause or phrase of this Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this Ordinance. No section, paragraph, sentence, clause or phrase of this Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Ordinance.
- (c) In the event that any phrase, clause, sentence, paragraph or section of this Ordinance shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the City Council that such invalidity, unconstitutionality or unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinance.

**Section 3.** The City Attorney and City Clerk are authorized to make non-substantive editing and renumbering revisions to this Ordinance for proofing and renumbering purposes.

**Section 4.** The effective date of this Ordinance shall be the date of adoption, unless provided otherwise by the City Charter, state and/or federal law.

SO ORDAINED this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

ATTEST:

CITY OF MABLETON, GEORGIA:

\_\_\_\_\_  
Susan D. Hiott, Interim City Clerk

\_\_\_\_\_  
Michael Owens, Mayor

APPROVAL AS TO FORM:

\_\_\_\_\_  
Emilia Walker-Ashby, Interim City Attorney



## AGENDA ITEM MEMORANDUM

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**MEETING OF:** May 8, 2024

**DEPARTMENT:** Mayor and Council

**ISSUE/AGENDA ITEM TITLE:** Discussion about Comp Plan RFQs Received March 1, 2024

**BACKGROUND/SUMMARY:** On February 1, 2024, fourteen (14) companies were sent the City of Mableton Comprehensive Plan Mableton 2045 Request for Qualifications.

RFQ respondents were asked to provide a Scope of Work as part of their qualification package. The Scope of Work should contain, at minimum, the items listed below. Consultants submitting packages may add additional items that are considered necessary to implementing a successful project.

The final document should meet all Georgia Department of Community Affairs (DCA) Minimum Standards and Procedures for Local Comprehensive Planning and the minimum local planning standards defined in O.C.G.A. 50-8-7.1(b). The process shall include a thorough review of the existing plans and policies. The following plan elements shall be included but not limited to:

1. Community Goals
2. Needs and Opportunities
3. Community Work Program
4. Broadband Services
5. Economic Development
6. Land Use
7. Housing (Including Needs Assessment)
8. Transportation- multimodal, including trails and pathways
9. Environmental and Sustainability
10. Historic Preservation and Restoration
11. Cultural Resources
12. Vision and Mission Statements
13. Character Areas with maps and narrative statements
14. Special Use Areas
15. Future Land Use Map

The plan shall include a detailed implementation plan with short-and long-term work programs with considerations for estimated cost and funding sources.

Mayor and Council have been asked to review the RFQs. There will be an update and discussion about the RFQ for the Comp Plan.

**The City received six (6) RFQs from:** Blue Cypress Consulting, Grice Team, JLL Qualifications, The Collaborative Team, Pond, and Jacobs.