

CITY OF MABLETON, GEORGIA
Riverside EpiCenter
135 Riverside Pkwy, Austell, GA 30168
July 24, 2024 @ 6:30PM

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

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 - NONE**
8. **PUBLIC HEARINGS - NONE**
9. **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.*
10. **CONSENT AGENDA**
 - a. June 26, 2024 Regular Meeting Minutes
 - b. July 8, 2024 Special Called Meeting and Work Session Minutes
 - c. July 15, 2024 Special Called Meeting Minutes
 - d. Ratification of the Council authorizing the City Manager to hire an Interim Finance Operations Consultant and authorize the Mayor to execute the agreement with Ms. Dawn Glidden as Financial Operations Consultant
11. **UNFINISHED BUSINESS**
12. **NEW BUSINESS**
 - a. End of Year Report and Recommendations - City Manager Bill Tanks

- b. Human Resources Report and Recommendations - City Manager Bill Tanks
 - i. Consideration and Approval of Resolution Updating the City of Mableton's Classification and Pay Plan and for Other Lawful Purposes - City Manager Bill Tanks

13. OTHER BUSINESS/DISCUSSION

- a. Commissions, Authorities, and Boards Overview - Mayor Owens

14. CITY MANAGER'S ANNOUNCEMENTS/COMMENTS

15. CITY ATTORNEY/CITY CLERK/STAFF ANNOUNCEMENTS/COMMENTS

16. MAYOR AND COUNCIL ANNOUNCEMENTS/COMMENTS

17. 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))

18. ADJOURNMENT

CITY OF MABLETON, GEORGIA
Riverside EpiCenter
135 Riverside Pkwy, Austell, GA 30168
June 26, 2024 @ 6:30PM

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

CITY COUNCIL REGULAR MEETING MINUTES

1. CALL TO ORDER Mayor Michael Owens

2. ROLL CALL

3. INVOCATION - Led by Council Member Ron Davis.

4. PLEDGE OF ALLEGIANCE - Led by Mayor Pro Tem Keisha Jeffcoat.

5. APPROVAL OF AGENDA

Motion was made by Council Member Oladapo to move Items 12 c and Items 12 d to the top of New Business and seconded by Council Member Jeffcoat. The motion passed unanimously.

6. PRESENTATIONS/ACKNOWLEDGEMENTS/ PROCLAMATIONS - Mayor Owens presented:

- a. Letter from Senator Jon Ossoff - First Anniversary of Cityhood (In packet)
- b. Letter from Senator Raphael Warnock - First Anniversary of Cityhood
- c. Proclamation - Mableton First Year Anniversary - Representative Terry Cummings
- d. Presentation to City Manager Bill Tanks Certificate of Diversity, Equity and Inclusion by Freddie Broome of Georgia Municipal Association
- e. Recognition and Congratulations of Mayor Pro Tem Jeffcoat - Completion of Senior Field Grade Officer Training, a eighteen month training program.

7. APPOINTMENTS - NONE

8. PUBLIC HEARINGS - NONE

9. 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.*

Monique Lester - Expressed complaints and concerns about Apartments at Silver Creek Crossing.

Angela Wynn - Spoke about renter problems and maintenance issues.

Bobbie Lughman - Spoke about fighting mold and water issues at her apartment.

Monica Delancy - Spoke about apartment issues and concerns.

Daniel Campos - Offered information about Poder Latinx's work including community events, civic engagement, and voter registration.

10. CONSENT AGENDA

- a. June 5, 2024 Regular Meeting Minutes
- b. June 5, 2024 Work Session Minutes

Motion was made by Council Member Keisha Jeffcoat and seconded by Council Member Ferguson to approve the Consent Agenda. The motion passed 7-0.

11. UNFINISHED BUSINESS - NONE

12. NEW BUSINESS

- a. (Previously was Item d in Agenda Packet) Consideration and Approval of Resolution Authorizing the Georgia Municipal Employees Benefit System to move forward with an Ordinance and other official documents to establish City of Mableton's Defined Benefit Plan and a 457 Plan - City Clerk Susan Hiott

City Clerk Susan Hiott provided background information. Previously, there have been several meetings with GMA, research, and discussion about the type of retirement plan for the City of Mableton. Council had given direction for the variables to be considered for the retirement plan formula such as normal retirement age 62, officials 62, cost of living 5%, and vesting at five years. Once variables were directed, GMA's actuaries, Segal Company, ran a study. City Clerk Hiott recognized Michelle Warner, Director of Retirement Field Services and Defined Contribution Programs to come to the podium for additional information.

Discussion included:

- The cost study was done based on plan design elements agreed upon. Two different cost studies were run based on a 1.5% or 2.00% benefit formula.
- Ms. Warner explained the process to begin the retirement plan. Once the City nails down the plan design, the legal department would put together the plan documents with an ordinance for approval.
- A plan could be in place by October, and after the vote, would be started. There would be staff training and staff education.
- Mayor Owens addressed the employee count for the retirement plan. The cost study came out with an annual contribution. The plan would be valued once a year of the staff number and salaries.
- Right now the annual recommended contribution was 4.70% and 5.52% of payroll. As the City brings on people, the percentage of payroll would be roughly what looking at year to year.

City Clerk Susan Hiott later in the meeting explained the need to approve the resolution authorizing the Georgia Municipal Employees Benefit System to move forward with an Ordinance and other official documents to establish City of Mableton Defined Benefit Plan and a 457 Plan.

Motion was made by Council Member Oladapo and seconded by Council Member Herndon to approve the resolution authorizing the Georgia Municipal Employees Benefit System to move forward with an Ordinance and other official documents to establish the City of Mableton Defined Benefit Plan and a 457 Plan.

b. (Previously Item c in Agenda Packet) Consideration and Approval of Agreement with Grice Consulting Group to conduct services for the City of Mableton Comprehensive Plan 2045 and Mayor to negotiate and execute agreement in substantial form- City Manager Bill Tanks

Mayor Owens announced the item and recognized City Manager Bill Tanks who provided background information. There was a four to three vote at the last meeting to approve the selection. The contract was prepared and there was a need for a vote on the contract. Mr. Funny of Grice Consulting was present if there were any questions. City Attorney Walker-Ashby confirmed the motion should be to negotiate and execute the agreement in substantial form.

Motion was made by Council Member Ferguson to approve the Agreement with Grice Consulting Group to conduct services for the City of Mableton Comprehensive Plan 2045 and Mayor to negotiate and execute agreement in substantial form. Council Member Davis seconded the motion.

Council Member Herndon referenced the last Council meeting when there was concern expressed that there was a flaw in the selection process. She said she transmitted her vote, and it was not tabulated due to technical issues. She thought it should be addressed so the process was fairer. She questioned if the Council was going to address this concern. Mayor Owens explained the Council was voting on the motion on the floor for approval of the Grice Consulting agreement. That should have been brought up at the last meeting, and there was a vote to select Grice at that meeting. Council Member Auch asked for discussion about the process. City Manager Tanks reiterated the motion and vote was for the agreement. City Attorney Walker-Ashby provided additional procedural explanation. Council Member Auch asked if Council could discuss the reason she could not vote on this agreement and why she felt this was not a fair assessment. Mayor Owens confirmed that a motion had been made and there was discussion. He called the question.

The vote was passed 5-2. **Yeas:** Davis, Oladapo, Jeffcoat, Ferguson, Owens **Nays:** Herndon and Auch.

- a. **Second Read:** Ordinance Updating Chapter 7, Article 5, Hotel-Motel Excise Taxes of the City of Mableton Code of Ordinances Pertaining to Hotel Motel Excise Tax - City Attorney Emilia Walker-Ashby

Mayor Owens announced the item and provided background information. Prior to cityhood, the hotel motel tax was 8%. When the City was established, the City approved the maximum amount of the hotel motel tax at 5%, which was the maximum the City could approve. The General Assembly reviewed the ordinance and gave the City capability to have 8% tax consistent to all of the other cities in Cobb County. This was the second reading. Attorney Walker Ashby added if the ordinance was approved, it would be effective August 1st.

Motion was made by Council Member Jeffcoat to approve updating Chapter 7, Article 5, Hotel-Motel Excise tax of the City of Mableton Code of Ordinances. Council Member Oladapo seconded the motion. The motion passed 7-0.

- b. Consideration and Approval of American Engineers Agreement for Design and Construction of 6116 Mableton Parkway and Mayor to negotiate and execute agreement - City Manager Bill Tanks

Mayor Owens announced the item and recognized City Manager Tanks who provided background. Mr. Tanks stated this was an agreement to do construction management for 6116 Mableton Parkway for the City's Community Development Department. He recognized Kelly Brown of Turner and Townsend and Heery. Plans should be done by the end of August, permitting in September, and construction in October to the end of December. Concept plans were given to the Council. Mr. Tanks explained another suite had become available. Code enforcement, plan reviewers, and business licenses would take place in the suites. Mr. Tanks explained the suites could be connected. The break room was being shared so it made sense to have the areas connected. This was an operations building and not administrative. Questions and discussion followed. Mayor Owens asked about security. Mr. Tanks explained there will be options including door codes and badge access options to consider. Mayor Owens asked that the City look at a centralized badge system for secured entries. Council Member Ferguson inquired about cameras and discussion followed about hiring someone for installation of security cameras and badge systems. Questions followed about the outside of the building upkeep. Mr. Tanks stated that would be included in the lease. Council Member Ferguson asked additional questions about the front layout of the plan and Mr. Tanks explained there was a lobby area and kiosk for people that don't have a computer.

Mayor Owens affirmed the project management agreement is for the two suites with address at 6116 Mableton Parkway.

Motion was made by Council Member Jeffcoat to approve American Engineers Agreement for Design and Construction of 6116 Mableton Parkway, Suite 140 and 144, and Mayor to negotiate and execute agreement and seconded by Council Member Ferguson. The motion passed unanimously.

c. Consideration and Approval of Agreement with ChitChat Communications and for Mayor to negotiate and execute agreement - City Manager Bill Tanks

Mayor Owens announced the item and recognized Mr. Tanks who provided background. He commented about the need to be more active on social media and other communication needs for the City. He recognized Ms. Carla Morrison, Executive Director for ChitChat Communications, an innovative firm located in the City of Mableton. Ms. Morrison stated she was also a new resident of Mableton. She spoke about the service objectives ChitChat would provide for Mableton including developing, implement and maintain a plan of action for an online newsletter, social media campaign, and website.

Questions and discussion followed:

- Mayor Owens commented that the plan was to organically grow the City and looking to hire specific talent as the City moves forward. He supported consultants as a way to accelerate some areas but does not go in contrast to bringing in full time staff. This was a matter of getting some solid communications off the ground. The City would be going forth to hire a communications director.
- Mayor Owens addressed in consideration of momentum of service delivery agreements and how to define growth, the City wanted to grow its newsletter and email lists. He wanted to see how the firm would be touching people and working to set some goals toward that goal. Ms. Morrison stated she would commit to that goal.
- Council Member Herndon asked what would be ChitChat's advantage compared to what another company. Ms. Morrison explained they did not compare to other companies. ChitChat was great at amplifying messages and always exceeded expectations for their clients. She provided additional information about how her firm would provide information to subscribers. They do public relation campaigns.
- Mr. Tanks provided additional information about how the information was produced.
- There should be occasional updates to the website.
- Council Member Oladapo asked if press releases were included and are there any other services the City would pay for. Newsletter, social media, and websites were named. Press releases would be in a different category.
- Council Member Jeffcoat asked if the firm could provide a use case of another city. She explained how they worked with the City of Atlanta compiling a newsletter.
- Council Member Ferguson questioned the creation of an online newsletter. Ms. Morrison explained how they would get the contact information for sending out the newsletter to the residents.
- Council Member Herndon asked for samples of her newsletter work.

Questions and discussion continued about the services offered. Mayor Owens explained there were a lot of questions to be asked, and that there needed to be more discussion to occur as to what the actual output and price would be. There was a lot more of the contract to be flushed out.

Motion was made by Council Member Auch to defer the ChitChat Communications agreement and seconded by Council Member Ferguson. The motion passed unanimously.

- d. Consideration and Approval of Amending the Council Meeting Calendar to reflect a Work Session meeting for July 22nd at 5:30 p.m. - City Manager Bill Tanks

Council deliberated the day for the work session. Mayor Owens recommended conducting a poll for dates after the meeting. There was not a quorum for July 22.

Motion was made by Council Member Ferguson to table the amendment of the Council Meeting Calendar for a Work Session meeting on July 22, 2024. Council Member Oladapo seconded the motion. The motion passed unanimously.

- e. (Previously Item 12 b) Financial Report and Authorization of an Interim FY25 Spending Plan not to exceed 90 days. - Finance Consultant Frank Milazi and City Manager Bill Tanks

Mayor Owens noted the current approved Spending Plan expired on June 30th. Additional help has been brought on to build out the financial team. The City is not required to have a budget during the two year transitional period. The 90-day extension will provide time for the financial team to provide another Spending Plan. A handout of the recommended 90 day spending plan was given to the Mayor and council and a recommended resolution was sent to the Mayor and Council via email by Executive Assistant Lily Smith. The resolution documented an increase of the \$5,000 to \$10,000 spending threshold for City Manager and Mayor.

Financial Consultant Frank Milazi introduced Finance Consultant Chris Pike. Mr. Pike reported the bank reconciliations were caught up through May. The role of his firm was to lay a good foundation and groundwork for the upcoming hiring of the Finance Department team. He will be bringing some policies with questions to get the policies in place. He encouraged the Mayor and Council to ask him any questions through the City Manager.

Mayor Owens asked if there were any questions for Mr. Pike. Council Member Auch asked for clarification on Item 1b of the resolution. She asked about the threshold increase from \$5,000 to \$10,000. Mr. Tanks explained how the lower limit of \$5,000 would slow him down securing the purchases and construction needs to get the City operations set up and services established because he was against a tight timeline. Council Member Auch opined that she preferred the spending limit for the Mayor to be \$5,000 and \$10,000 for City Manager and asked if different thresholds for different

positions were practiced in other jurisdictions. Mr. Pike opined that \$5,000 was a restrictive threshold. Discussion continued. Mr. Pike explained why \$5,000 was too low, provided examples, and pointed out the need for the purchasing policy. He explained his interpretation of the Charter noting the threshold was set for the Mayor who was acting as City Manager. In most cases, the City Manager made the regular purchases. Anybody below the City Manager, should be delegated by the City Manager. Council Member Jeffcoat asked what his recommendation was for a threshold. Mr. Pike answered for the size of Mableton, \$50,000. If that caused concern, and since the City was new, the City could implement a policy of a purchase was to be over \$25,000, to notify the Council. Discussion continued with examples of spending circumstances.

Council Member Davis expressed concern about the City being under a transitional timeline. He commented in consideration of the City running efficiently and economically, that if the \$5000 threshold slowed the City Manager's tasks, than equip the City Manager so he could get things done to have the City transitioned in time. Mr. Pike noted the council positions took as much time as they wanted to give but added that the Council should consider their time; and, whether it goes toward looking at the items between \$5000 - \$10000 or spending their time on zonings, community engagement, and bigger picture items.

Motion was made by Council Member Jeffcoat to approve the Resolution - Financial Report and Authorization of an Interim FY 25 Spending Plan not to exceed 90 days. The motion carried 7-0.

13. OTHER BUSINESS/DISCUSSION

14. CITY MANAGER'S ANNOUNCEMENTS/COMMENTS - Mr. Tanks announced how proud he was of how the City was represented at the Georgia Municipal Association All learned a lot at the convention. He asked for an Executive Session for personnel and real estate.

15. CITY ATTORNEY/CITY CLERK/STAFF ANNOUNCEMENTS/COMMENTS - City Clerk announced the City Council was not meeting on July 10th. It was considered a summer break.

16. MAYOR AND COUNCIL ANNOUNCEMENTS/COMMENTS

- Council Member Davis congratulated the City Manager and the City for being designated as a City of Ethics. He congratulated Council Member Jeffcoat for her award and Barry Krebs for being Citizen of the Year. He spoke about the GMA Conference and how impressed he was of the level of educational classes, GMA, and people he had met. He admired how those that attended were there to learn more to serve their communities.
- Council Member Oladapo spoke about the concern of the apartment complexes in District 2. It was heartbreaking to hear about the living conditions. She had visited the apartments and promises were made. She will revisit the issue. She was happy

- that the City would be setting up Code Enforcement to assist with this concern.
- Council Member Jeffcoat spoke about working within the Federal level and Army, and now she was working at the local level. She wished Council Member Auch Happy Birthday and congratulated Barry Krebs. She spoke about the experience at the GMA Conference and the City being designated as City of Ethics. She spoke about the illiteracy problem.
 - Council Member Ferguson spoke about being impressed with the GMA Conference and spoke about the keynote speaker that spoke about mental health.
 - Council Member Herndon spoke about a class at GMA Conference on Human Sex and Labor Trafficking. Georgia ranked 7th in that area. Tips were given about being aware and noticing if circumstances seem unusual or odd in the community and to report.
 - Mayor Owens announced the State of South Cobb was hosted last week. There was a great panel moderated by Dr. Boyd. The panel discussed how to move forward in unity. Mableton was the bridge between the other South Cobb cities. He looked forward to partnering with other cities. He spoke about how Mableton will be represented in meetings about the top end of 285 and how Mableton's corridors touched 285. He spoke about the South Cobb Traffic Hub importance and public transit and the upcoming South Cobb Health Annex. It was in the design phase. He wanted the building to look inviting. He reported on the GMA Conference and how he heard good ideas from other cities. He also reported he attended the US Conference of Mayors in Kansas City. He had good conversations from members of the White House and HUD. He addressed learning from HUD and the Department of Transportation about funding opportunities. He spoke about the efforts going on about the apartment complexes. He had conversations with the Apartment Association.

17. 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 was made by Council Member Oladapo and seconded by Council Member Jeffcoat to go into Executive Session for litigation, real estate, and personnel. The motion passed unanimously. Yeas: Davis, Oladapo, Jeffcoat, Auch, Ferguson, Herndon and Owens (9:18 p.m.)

Motion was made by Council Member Oladapo to close Executive Session and seconded by Council Member Herndon. The motion was carried unanimously. Yeas: Davis, Oladapo, Jeffcoat, Auch, Ferguson, Herndon and Owens (11:25 p.m.)

Motion was made by Council Member Jeffcoat to authorize the Mayor to finalize and execute, in substantial form, the agreement with Builders Capital Finance LLC for the purchase of property within the city located on or near Mableton Parkway, for a purchase price not to exceed \$1,375,000. The motion passed 6-1. Nay: Auch

Motion was made by Council Member Jeffcoat to authorize the Mayor to finalize and

execute, in substantial form, the agreement with KO Management Inc for the purchase of property within the city located on or near Puckett Drive, for a purchase price not to exceed \$800,000. The motion passed 6-1. Nay: Auch

Motion was made by Council Member Ferguson to authorize the Mayor to finalize and execute an additional lease agreement for a second suite at 6116 Mableton Parkway, within the parameters of the approved spending plan. Council Member Davis seconded the motion. The motion passed 7-0.

18. ADJOURNMENT

Motion was made by Council Member Jeffcoat to adjourn the meeting. Council Member Oladapo seconded the motion. The motion passed unanimously. (11:30 p.m.)

CITY OF MABLETON, GEORGIA

Riverside EpiCenter
135 Riverside Pkwy, Austell, GA 30168
July 8, 2024 @ 6:30 PM

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

CITY COUNCIL SPECIAL CALLED MEETING - WORK SESSION MINUTES

1. CALL TO ORDER Mayor Michael Owens

Mayor Owens opened the meeting and welcomed everyone present.

2. ROLL CALL AND PLEDGE OF ALLEGIANCE WAS CONDUCTED.

City Manager Bill Tanks led in the Pledge of Allegiance.

3. AGENDA ITEMS AND DISCUSSION

a. Planning and Zoning Transition and Comprehensive Plan Discussion

Mayor Owens announced the item and recognized City Manager Bill Tanks who provided background information. He reported the City was beginning the process to transition Planning and Zoning services to the City of Mableton. The City has contracted with the Institute for Building Technology and Safety (ITBS) for these services. Mr. Rob Hosack and Chris Miller of ITBS were present. Mr. Hosack led in a presentation. The presentation is available in the record.

Highlights of the presentation:

- Objectives - Facilitate a smooth transition in re-adoption of Cobb County Zoning Ordinance into a City of Mableton Ordinance with minimal disruption of provisions that are not relevant to Mableton. Also, the objective is to incorporate best practices into ordinance, based on lessons learned.
- The process will combine shorten (where appropriate) various articles in Cobb County's current zoning ordinance to reduce redundancy and duplicative provisions.
- The process is to identify any conflicting ordinance provisions for Mayor and Council to make decisions in advance of finalizing the draft of Mableton's Zoning Ordinance.
- The process is to develop a new structure for Mableton Zoning Code to facilitate a user-friendly flow.

- The ordinance will be a “bridge” ordinance in the short-time to be in place until the City can conduct a rewrite.

Questions and discussion followed. Mayor Owens instructed to make sure Gov Pilot’s module will be engaged and can roll out the technical services. Mr. Hosack replied he would. He also reported he had spoken with the County about the paper files, and there were only 3 ½ filing cabinets of files.

The fee schedule process was discussed. Cobb’s fee schedule was based on acreage. Mableton can do the same but shrink ranges down and adjust acreage levels. Fees should be on application and City’s website. Timeline for submitting the draft and adoption of the bridge ordinance was discussed.

There was discussion about the CF and IF districts in the Cobb County Ordinance. Both districts don’t allow uses and was put in place in 1972 to let general public know the areas have potential commercial use. Mableton should do same until Comp Plan and rewrite of the ordinance. Council Member Ferguson wanted to know where the CF and IF areas are located. Mr. Hosack and Mr. Miller will locate and show the Council where they are located.

b. Pension Plan Update

Mayor Owens announced item and recognized City Clerk Susan Hiott who provided background information. Ms. Hiott reported at the last council meeting Council adopted a resolution authorizing the Georgia Municipal Employees Benefit System (GMEBS) to move forward with official documents to establish the City of Mableton’s Defined Benefit Plan and 457 plan. The resolution (RES 2024-06-03) authorized 2% multiplier, normal retirement age of employees at 62 with five years, 62 for officials, early retirement 55 + 10, vesting 100% after five years, officials immediate, cost of living variable up to 5% and a 457 plan. She stated Director of Field Services and Defined Contribution Programs, Michelle Warner, had graciously come back to the work session to answer any questions. Ms. Hiott stated she wanted the Mayor and Council to understand the plans being put in place. Once the Mayor and Council were ok with the details of the proposed plans, GMEBs would submit an ordinance with all documents. The ordinance would need two reads.

Ms. Warner approached the presentation table. Questions and discussion followed.

Highlights of discussion:

- The benefit formula is years of service x final average earnings x multiplier.
- Scenario - Council received \$50 x years of service; example \$50 x 4 years = \$200/monthly retirement
- The average multiplier is 1.75%. Those cities with 3% normally do not pay Social Security.
- GMEBS does an evaluation of salaries, etc. once a year.
- The 2% multiplier was discussed with Finance and this was approved. If not sustainable in the future, it can be changed. The plan study is available in the record. The numbers for the proposed defined benefit plan were indicated for 1.50% and 2.00%.
- If there are any changes In the future, a new ordinance will be required.

- The 457 was a voluntary savings plan. It did not cost anything.

Mayor and Council directed that the defined benefit plan be considered eligible, retroactive for initial employees that were in the beginning interim employees (i.e. Susan Hiott and Lily Smith and others) and hired prior to the plan being implemented.

Mayor and Council thanked Ms. Warner for attending the meeting.

4. ADJOURNMENT

Council Member Ferguson made a motion to adjourn the meeting. Council Member Jeffcoat seconded the motion. The motion passed unanimously.

Dr. Michael Owens, Mayor

Susan Hiott, City Clerk

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The Honorable Ron Davis, District 1 Councilmember - Present
The Honorable Dami Oladapo, District 2 Councilmember - Absent
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 - Absent
The Honorable Debora Herndon, District 6 Councilmember - Present

CITY COUNCIL SPECIAL CALLED MEETING AND PUBLIC HEARING MINUTES

1. **CALL TO ORDER** Mayor Michael Owens
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE** - Led by Council Member Ron Davis.
4. **INVOCATION** - Led by Council Member Debora Herndon.
5. **AGENDA ITEMS AND DISCUSSION**

Mayor Owens requested removal of Item (c). **Motion** made by Council Member Herndon to defer Item (c) Boards, Commissions, and Authorities and seconded by Council Member Jeffcoat. The motion passed 5-0.

- a. **Urban Redevelopment Agency Plan - Public Hearing**, Discussion and (b) Consideration - Associate Attorney Michael “Micky: Huening of Denmark Ashby LLC

Mayor Owens announced the item, explained process for the upcoming public hearing, and recognized Associate Attorney Michael Huening who provided background information and had a presentation. The presentation is available in the record. Highlights of presentation:

- Under O.C.G.A. 36-61-1 Urban Redevelopment Law authorizes cities to designate and target areas with pockets of blight to and other scenarios to invest and improve the public health, safety, morals and welfare of the City.
- Council previously adopted Resolutions Establishing Membership and Composition of the Mableton Urban Redevelopment Agency (URA) and established an Urban Redevelopment Area (June 5, 2024 - RES 2024-06-01 and RES 2024-06-02).
- A public hearing is being held. The public hearing was advertised in the Marietta Daily Journal to show the plan and what the City was doing to take steps to improve the areas.
- The URA Area includes parcels on Mableton Parkway and Puckett Drive. The map was shown on the overhead screen. The targeted area identified has been determined to be a

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and Public Hearing

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pocket of blight that contains: inadequate public surfaces, streets, and roads, underutilized commercial land and structures; vacant and overgrowth areas.

- The targeted area was consistent with other plans of the City.
- The Urban Redevelopment Plan can be amended.
- The City does anticipate acquiring certain property under the Plan for the purposes of promoting highest land uses consistent with the Plan.
- The City will work to provide the public infrastructure necessary to promote public and private redevelopment in these areas.
- Project specifics: To address the issues of runoff, vacant and overgrowth areas, substandard public infrastructure, and reduce pockets of blight within Area 1 and to establish a passive pocket park and/or other recreational facilities within Area 1 that will promote further development by the City of Mableton. As more projects are identified, this section will be updated with the specifics.

Questions and discussion followed.

- Council Member Auch asked if there could be an obstacle that the area does not meet the definition of a pocket of blight. Mr. Hueing explained the state law identifies the definitions, and the photos, resolutions, identifies the pockets of blight, and approval of the Plan makes the determination.
- Mayor Owens expressed his support, especially for the western parcel and the lack of maintenance and run off issues. The eastern side has had dumping and other activities causing blight. He pointed out other civic type government buildings in the area.
- Council Member Herndon asked if both parcels were designated as pocket parks. Mayor Owens replied the parcels were designated for uplifts.

Mayor Owens opened the public hearing to citizens and residents. Those who spoke were:

Denny Wilson wanted to be assured the City was not going to build more townhomes. She expressed concern about townhomes on left and right on Mableton Parkway. She asked the Council to consider having more single family home development.

Tonya Forest expressed support for Ms. Wilson's comments. She wanted to see elevations of uniformity and consistency in Mableton. She expressed concerns about other areas of Mableton. She would like to see the elevations of Smyrna moving toward Mableton.

Brenda Nash expressed concerns about Cobb County buying land that has become in worst shape than when the County purchased the land. She would like to see more about what the City would place there, a timeframe, and she asked who would maintain the land in the meantime.

Cassandra Brown questioned how did the Urban Redevelopment Area mesh with the overarching of a strategic planning process and asked about financial vehicles. She asked how the City would be paying for the properties. She asked about the use of grants.

Denny Wilson pointed out the County owned a lot of land in Mableton.

Ms. Jones spoke about having a center for inspiring the City's youth.

July 15, 2024 City Council Special Called Meeting

Motion was made by Council Member Auch to defer the **(b)** Consideration of the Urban Redevelopment Plan until after the executive session. Council Member Herndon seconded the motion. The motion passed 5-0. Yeas: Owens, Davis, Jeffcoat, Auch, and Herndon.

c. Boards, Commissions, and Authorities - Mayor Owens - Deferred. (Motion above)

6. **PUBLIC COMMENT** *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.*

San Miller of District 4 and President of South Cobb Arts Alliance spoke about the upcoming events of SCAA. The organization is over 50 years old. This is the 37th Exhibit at the Avenue at West Cobb. The reception is July 20th. There are an Art at the Springs Festival and 5K Walk/Run on September 14th at Thurman Springs Park, Powder Springs.

Ivan Johnson, a new resident, lives on a 10 acre parcel with children. He was surprised that Cobb County did not allow ADUs on property. He asked if the ADU could be added to the City's bridge ordinance.

7. **CITY MANAGER'S ANNOUNCEMENTS/COMMENTS** - City Manager Tanks asked for an executive session for litigation, real estate, and personnel. He spoke about a recent visit to Sugar Hill, a high standard and progressive city. It was a learning and encouraging experience.

8. **CITY ATTORNEY/CITY CLERK/STAFF ANNOUNCEMENTS/COMMENTS**
City Clerk Hiott noted the next meeting will be July 24, 2024.

9. **MAYOR AND COUNCIL ANNOUNCEMENTS/COMMENTS**
The Mayor and Council thanked everyone for attending the meeting and everyone's support. Council spoke about visiting Sugar Hill and the vision and culture of the City and the need to begin visiting other progressive cities. Council Member Jeffcoat announced information about the cooling center held by the Family Life Restoration Center. She provided additional information about back to school events. She wished Council Member Ferguson Happy Birthday on July 18th.

Mayor Owens spoke about visiting Sugar Hill, a City of 27,000 people. He spoke about the vision and willingness to do something for the City of Mableton and the meshing of the Comprehensive Plan 2045. He spoke about the importance of acquiring land as an asset and reducing blight in the City. He was selected for the Mayor's Leadership Academy by the Georgia Municipal Association. Mayor Owens commented how there was no place for violence and political discourse in the City of Mableton. He wanted the City to uphold the values of being a City of Civility and Ethics.

10. **EXECUTIVE SESSION (IF NEEDED) FOR LITIGATION(O.C.G.A. 50-14-3 (b)(1)(A);**

July 15, 2024 City Council Special Called Meeting

**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 was made by Council Member Jeffcoat to go into Executive Session for litigation, real estate, and personnel. Council Member Davis seconded the motion. The motion passed 5-0. Yeas: Davis, Jeffcoat, Owens, Auch, and Herndon (7:28 p.m.)

Motion was made to close Executive Session by Council Member Auch and seconded by Council Member Davis. The motion passed 5-0. Yeas: Davis, Jeffcoat, Owens, Auch, and Herndon (8:52 p.m.)

Motion was made by Council Member Jeffcoat and seconded by Council Member Davis to authorize the Mayor to finalize and execute a lease agreement for property within the city located at 1245 Veterans Memorial Highway, within the parameters of the approved spending plan. The motion passed 5-0.

Motion was made by Council Member Jeffcoat and seconded by Council Member Davis to authorize the Mayor to finalize and execute, in substantial form, the agreement with KO Management Inc. for the purchase and sale of property within the city located on or near 667 and 637 Puckett Drive, for a purchase price not to exceed \$800,000. The motion passed 5-0.

Clerk's Note: Council Member Auch did not voice a vote and Pursuant to Mableton City Charter, Section 2.21 *...any member of the city council present and eligible to vote on a matter and refusing to do so for any reason other than a properly disclosed and recorded conflict of interest shall be deemed to have acquiesced or concurred with the members of the majority who did vote on the question involved.*

Motion was made by Councilmember Herndon and seconded by Council Member Jeffcoat to approve the Urban Redevelopment Plan. The motion was approved 5-0.

Clerk's Note: Council Member Auch did not voice a vote and Pursuant to Mableton City Charter, Section 2.21 *...any member of the city council present and eligible to vote on a matter and refusing to do so for any reason other than a properly disclosed and recorded conflict of interest shall be deemed to have acquiesced or concurred with the members of the majority who did vote on the question involved.*

11. ADJOURNMENT - Motion was made by Council Member Jeffcoat and seconded by Council Member Auch to adjourn the meeting. The motion passed 5-0.

The meeting adjourned at 8:58 p.m.

Dr. Michael Owens, Mayor

Susan Hiott, City Clerk

July 15, 2024 City Council Special Called Meeting

and Public Hearing



AGENDA ITEM MEMORANDUM

MEETING OF: July 24th

DEPARTMENT: Finance

ISSUE/AGENDA ITEM TITLE: Ratification of the decision made by the Mableton City Council authorizing the City Manager to hire an Interim Finance Operations Manager.

BACKGROUND/SUMMARY:

In preparation of going live with the City's selected financial software in October of 2024, an immediate need to pull all the city's financial transactions into a transferable file format for future data extraction by BSA, was identified. The City Manager discussed the need for personnel/staff ahead of work currently in process by the city's HR firm to meet this requirement by BSA. On June 26th, the council authorized the city manager to move forward with filling this role on an interim basis. This agenda item is a ratification of that authorization.

BUDGETED/FINANCIAL IMPACT – FUND:

A qualified person, Mrs. Dawn Glidden, has been identified and processed for hire as a 1099 contractor at the rate of \$80/hour with terms and conditions detailed in her work agreement.

Funding will be sourced from the Financial Administration Department of the 90 day interim spending plan.

RECOMMENDATION: Recommend ratification of the council authorization to the city manager to fill the needed financial operations role and to authorize the mayor execute the agreement for the contracted position

Motion:

Motion to ratify council's decision authorizing the city manager to fill the need for an interim financial operations manager and authorize the mayor to execute the agreement.

ATTACHMENTS

1. Financial Operations Manager Agreement

FINANCIAL OPERATIONS CONSULTANT AGREEMENT

This Agreement (referred to herein as “Agreement”) is made by and between **Dawn Glidden** (referred to herein as “Financial Operations Consultant”) and the **City of Mableton, Georgia** (referred to herein as the “City”) (both parties collective referred to herein as the “Parties”).

WITNESSETH:

WHEREAS, the City Council on or about **July 22, 2024** approved the authorization of Glidden to perform financial operation services as an Independent Contractor for the City at a rate and manner to be approved in writing by the City’s Manager (“Manager”);

NOW, THEREFORE, in consideration of the City of Mableton and the mutual terms and conditions herein, the Parties agree for the Financial Operations Consultant hereby to perform financial operation services for the City in an interim status, as the manner set forth herein:

1. **Services.** The Financial Operations Consultant hereby agrees to render various financial transactional services on an interim to include, but not limited to management of QuickBooks transactions, banking reconciliations and related financial services as defined by the City. A detailed description of this role’s responsibilities can be found in the provided job description attached.
 - Additional Responsibilities:
 - a. Assists in the preparation of the general operating and capital improvements budgets.
 - b. Produce monthly financial reports.
 - c. Perform bank reconciliations and process financial transactions through QuickBooks.
 - d. Manages receipt and investment of City revenues.
2. **Compensation.**
 - a. *Fee.* As consideration for the Services, the City shall pay to the interim Financial Operations Consultant the amount of **Eighty (\$80) Dollars** per hour, for actual Services performed. Under no circumstance shall interim Financial Operations Consultant perform more than forty (40 hours) of work for the City during any period of seven (7) consecutive days, without the express written consent of the City Manager, each occurrence.
 - b. *Manner of Payment.* Financial Operations Consultant shall, on a bi-weekly basis, prepare and submit to the City Finance Department an invoice indicating Services performed. Compliant invoice shall be paid by the City within thirty (30) days after the City’s receipt, with exception that Financial Operations Consultant acknowledges and agrees that Financial Operations Consultant shall not receive nor be entitled to payment until the City secures sufficient initial funding.
3. **Independent Contractor.** Nothing contained herein shall be deemed to create any relationship other than that of independent contractor between the City and Financial Operations Consultant. This Agreement shall not constitute, create, or otherwise imply an employment, joint venture, partnership, agency or similar arrangement between the City and Financial Operations Consultant. Financial Operations Consultant shall not be eligible for any employee benefits including, but not

limited to, workers' compensation insurance, state disability insurance and/or unemployment insurance. Financial Operations Consultant shall be solely and individually responsible for any and all federal and state withholding taxes.

4. **Term.** This Agreement shall become effective as of the date that it has been executed by the Mayor and Financial Operations Consultant. The Agreement shall continue in effect, until terminated by the Mayor.
5. **Return of Property.** Upon the termination of this Agreement, Financial Operations Consultant shall immediately terminate the Services hereunder and shall deliver promptly to the City all City property and work product relating to the Services. Work product shall include, but not be limited to, all hardware and software, passwords, written, graphical, and recorded material, and any copies, abstracts, or summaries thereof.
6. **Standard of Performance and Compliance with Applicable Laws.** Financial Operations Consultant shall perform in an efficient, competent, and skillful manner commensurate with the highest standards of the profession, and to otherwise perform as is necessary to undertake the Services required by this agreement. The Financial Operations Consultant further warrants and agrees that they will at all times observe and comply with this agreement and applicable federal, state and local ordinances, regulations and laws.
7. **Confidential Information; Non-Solicitation.** Financial Operations Consultant acknowledges that he/she may have access to and become acquainted with confidential City information as may be defined under industry standards or applicable federal, state or local laws. Financial Operations Consultant agrees not to disclose, directly or indirectly, confidential City information acquired in the course of performing Services under this Agreement. The obligations of Financial Operations Consultant under this section shall survive the termination of this Agreement.
8. **Notices.** All notices or other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given when delivered personally in hand, or when mailed by certified or email, to the following:

If to the City:

City of Mableton
c/o William Tanks, City Manager
Email: william.tanks@mableton.gov

If to Financial Operations

Consultant: Dawn Glidden
Email: dglidden122@yahoo.com

9. **Governing Law and Consent to Jurisdiction.** This Agreement shall be governed by and construed according to the laws of the State of Georgia.
10. **Waiver of Breach.** The waiver by either Party of a breach or violation of any provision of this agreement shall not operate or be construed to constitute a waiver of any subsequent breach or violation.
11. **Disputes.** No civil action with respect to any dispute, claim or controversy arising out of or relating to this Contract maybe commenced without first giving thirty (30) calendar day's written notice to the City of the claim and the intent to initiate a civil action.
12. **Severability.** If any provision of this Agreement is held to be unenforceable for any reason, the unenforceability thereof shall not affect the remainder of the Agreement, which shall remain in full force and effect, and enforceable in accordance with its terms.
13. **Entire Agreement.** This Agreement contains the entire agreement and understanding of the parties with respect to the subject matter hereof, and supersedes and replaces any and all prior discussions, representations and understandings, whether oral or written.
14. **Heading.** This Agreement shall not be interpreted by reference to any of the titles or headings to the sections or paragraphs of this Agreement, which have been inserted for the convenience purposes only and are not deemed a part hereof.
15. **Counterparts.** This Agreement may be executed in one or more counterparts, all of which together shall be deemed to constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties below, have duly signed and executed this Agreement.

FOR CITY OF MABLETON:

FOR FINANCIAL OPERATIONS CONSULTANT:

Michael Owens, Mayor

Dawn Glidden – Contractor

This _____ day of _____, 2024

This _____ day of _____, 2024

ATTEST:

Susan D. Hiott, Interim City Clerk

This _____ day of _____, 2024

APPROVAL AS TO FORM:

Emilia Walker-Ashby, Interim City Attorney



CITY OF MABLETON, GA
REVENUE AND EXPENDITURE REPORT
AS OF JUNE 30, 2024

FRANK S. MILAZI, CPFA, CPFIM, CPM
FINANCIAL CONSULTANT



GENERAL FUND HIGHLIGHT AS OF JUNE 30, 2024

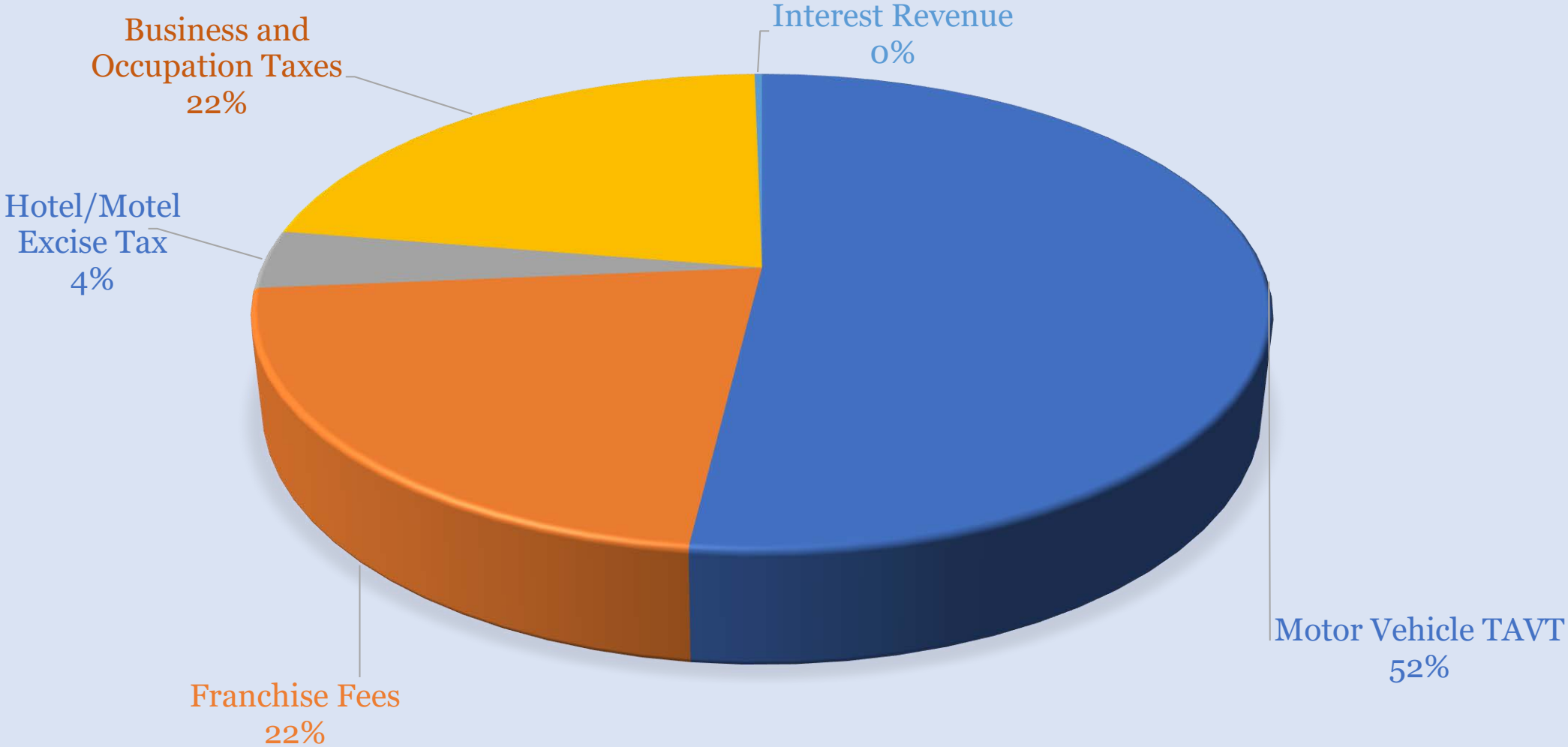
- The City of Mableton's General Fund Spending Plan ended June 30, 2024, with **\$4,545,123** positive net cash or surplus over expenditures. As of June 30, 2024, the City of Mableton collected \$6,096,196 in revenues that exceeded the amended spending plan revenue projection of \$3,798,932 by \$2,297,264. Revenues included: Motor Vehicle TATV, that brought in more than half of the total revenues, Franchise fees, Hotel/Motel and Business and Occupation Taxes.
- On the other hand, the City spent \$1,551,073 that was way below projection in the spending plan. These expenses were incurred in paying for goods and services. Some of the expenses included: Salaries, wages and benefits, membership fees, professional services, capital outlay, travel, legal fees, etc. Some reasons that contributed to less spending was unfilled personnel positions and non started projects.



City of Mableton, GA
Revenue and Expense Report
YTD as of June 30, 2024

Revenues	Total
Motor Vehicle TAVT	3,164,599
Franchise Fees	1,322,728
Hotel/Motel Excise Tax	242,582
Business and Occupation Taxes	1,349,235
Interest Revenue	17,052
Other Revenue (Unassigned)	0
Total Revenues	\$ 6,096,196.00

REVENUES SUMMARY IN PERCENTAGE





REVENUES SUMMARY AS OF JUNE 30, 2024

- Motor Vehicle (TAVT) revenues accounted for 52% or \$3,164,599 of our total revenues of \$6,096,599 as of June 30, 2024.
- Franchise fees together with Business and Occupation taxes each one of them accounted for 22% of the total revenues. Lastly, 4% of the total revenues came from Hotel/Motel fees.
- More revenue streams are expected to be added in the first and second quarters of this 2025 fiscal year spending plan. These expected revenues will include Premium insurance and service fees in Community Development.



EXPENSES SUMMARY AS OF JUNE 30, 2024

- In expenditures, major expenses included employees' salaries, wages and benefits, legal fees, professional services and capital outlay.
- Expenditures are expected to increase as the city develops. Non filled approved position will be filled gradually and capital projects will expand. Some of those positions will be revenue making in Community Development and other departments.
- All other expenses are for general operations, travel/training, memberships etc.

City of Mableton, GA
Revenue and Expense Report
YTD as of June 30, 2024



Expenses Summary	Total
Banking Charges and Fees	956.90
City Dues and Fees	31,000.77
Legal Services	643,247.39
Operating Supplies and Materials	13,844.82
Other Purchased Services	23,671.04
Professional Services - General	234,264.41
Registrations and Training	45,010.84
Salaries and Wages - Regular Employees	246,429.46
Travel	25,288.91
Telephone	2,424.28
Rentals	7,550.27
Workers' Compensation Insurance and Claims	4,217.00
Food	3,424.12
Employee Health Insurance Contributions	16,691.43
Advertising	8,716.00
Billing Services	1,275.00
Insurance, Other than Employee Benefits	1,188.51
Capital Outlay - Computers	127,806.00
Payments to Others (non-Governmental)	1,700.00

City of Mableton, GA
 Revenue and Expense Report
 YTD as of June 30, 2024



Expenses Summary Continue	Total
Printing and Binding	2,299.00
Small Equipment (<\$10,000)	15,939.33
Unassigned	72,928.10
Employer FICA Medicare Contributions	3,573.21
Employer FICA Social Security Contributions	15,278.61
Contract Labor	2,150.00
Postage	197.88
Total Expenses	\$ 1,551,073.28
Net Revenues Over (Under) Expenditures	\$ 4,545,122.72



QUESTIONS

City of Mableton, GA
Revenue and Expense Report
YTD as of June 30, 2024



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City of Mableton, GA
Revenue and Expense Report
YTD as of June 30, 2024



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Revenue and Expense Report
YTD as of June 30, 2024**



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Postage	197.88
Total Expenses	\$ 1,551,073.28
Net Revenues Over (Under) Expenditures	\$ 4,545,122.72

A RESOLUTION UPDATING THE CITY OF MABLETON'S PRELIMINARY CLASSIFICATION AND PAY PLAN 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; and

WHEREAS, City Council desires through this Resolution to update the City's Preliminary Classification and Pay Plan adopted on or about November 30, 2023; and

WHEREAS, this Resolution is enacted to safeguard and promote the City's successful transition and the public health, safety, and general welfare of the City.

NOW, THEREFORE, BE IT RESOLVED, by the governing authority of the City of Mableton, Georgia, as follows:

Section 1. Confirmation of Preliminary Classification and Pay Plan. The following personnel positions and accompanying salaries parameters shall hereby constitute the City's Classification and Pay Plan:

City of Mableton Preliminary Classification and Pay Plan				
Job Title	Minimum	Maximum	Pay Basis	Positions
City Manager	\$121,825	\$182,728	Annual	1
Economic Development Director	\$85,000	\$135,000	Annual	1
Special Projects Manager	\$75,000	\$115,000	Annual	1
Administrative Assistant	\$20	\$35	Hourly	1
Executive Assistant	\$25	\$40	Hourly	1
Executive Assistant	\$25	\$40	Hourly	1
City Clerk	\$78,841	\$118,262	Annual	1
Deputy City Clerk	\$55,000	\$85,000	Annual	1
Finance Director	\$105,559	\$168,894	Annual	1
Administrative Assistant	\$20	\$35	Hourly	1
Accounting /Financial Ops Manager	\$75,000	\$115,000	Annual	1
Revenue Analyst/Specialist	\$55,000	\$85,000	Annual	1
Purchasing Manager	\$75,000	115,000	Annual	1
Accounting Clerk	\$25	\$40	Annual	2
Human Resources Director	\$85,000	\$135,000	Annual	1
Human Resources Specialist	\$55,000	\$85,000	Annual	2
Community Development Director	\$97,094	\$154,145	Annual	1
Administrative Assistant	\$20	\$35	Hourly	1

Planning and Zoning Manager	\$75,000	\$115,000	Annual	1
Business License Specialist	\$55,000	\$85,500	Annual	2
Community Development Clerk	\$25	\$40	Hourly	4
Building Inspector	\$25	\$45	Hourly	2
Code Enforcement Director	\$95,000	\$145,000	Annual	1
Administrative Assistant	\$20	\$35	Hourly	1
Code Enforcement Supervisor	\$75,000	\$115,000	Annual	1
Court Administrator	\$75,000	\$115,000	Annual	1
Code Enforcement Officer	\$55,000	\$85,000	Hourly	4
Sustainability Waste & Beautification Director	\$75,000	\$115,000	Annual	1
Administrative Assistant	\$20	\$35	Hourly	1
Sustainability Waste & Beautification Specialist	\$25	\$40	Annual	1
IT Director	\$91,457	\$161,852	Annual	1
IT Technician	\$25	\$40	Hourly	1
Communications Director	\$75,000	\$115,000	Annual	1
Administrative Assistant	\$20	\$35	Hourly	1
Communications Technician	\$65,000	\$95,000	Annual	1
Communications Coordinator	\$25	\$40	Hourly	1
Public Relations Coordinator	\$25	\$40	Hourly	1
Parks and Recreation Director	\$97,094	\$161,852	Annual	1
Administrative Assistant	\$20	\$35	Hourly	1
Cultural Arts and Affairs Manager	\$75,000	\$115,000	Annual	1
Operations and Facilities Manager	\$65,000	\$95,000	Annual	1
Events Coordinator	\$25	\$40	Hourly	2
Volunteer Coordinator	\$25	\$40	Hourly	1
Seasonal Employees	\$15	\$20	Hourly	20

Section 2. Selection/Appointment. Appointed officers and directors authorized within the parameters of this Classification and Pay Plan shall be nominated by the Mayor with confirmation of appointment by at least three of the other members of the City Council, in accordance with Section 3.10(e) of the City Charter. The City Manager shall have the authority to approve all non-director and non-appointive positions authorized by this Classification and Pay Plan. The positions authorized under this Preliminary Classification and Pay Plan may be secured as employees or independent contractors. Additionally, the Mayor is hereby authorized to switch the status of City Clerk, Susan Hiott, from that of an independent contractor to an employee.

Section 3. It is hereby declared to be the intention of the City Council that:

- (a) All sections, paragraphs, sentences, clauses and phrases of this Resolution 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 Resolution is severable from every other section, paragraph,

sentence, clause or phrase of this Resolution. No section, paragraph, sentence, clause or phrase of this Resolution is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Resolution.

- (c) In the event that any phrase, clause, sentence, paragraph or section of this Resolution 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 Resolution.

Section 4. The City Attorney and the City Clerk are authorized to make non-substantive editing and renumbering revisions to this Resolution for proofing and renumbering purposes.

Section 5. The effective date of this Resolution shall be the date of adoption, unless required otherwise by the City Charter, state and/or federal law.

BE IT SO RESOLVED, 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

A RESOLUTION UPDATING THE CITY OF MABLETON’S PRELIMINARY CLASSIFICATION AND PAY PLAN 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; and

WHEREAS, City Council desires through this Resolution to update the City’s Preliminary Classification and Pay Plan adopted on or about November 30, 2023; and

WHEREAS, this Resolution is enacted to safeguard and promote the City’s successful transition and the public health, safety, and general welfare of the City.

NOW, THEREFORE, BE IT RESOLVED, by the governing authority of the City of Mableton, Georgia, as follows:

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City of Mableton Preliminary Classification and Pay Plan				
Job Title	Minimum	Maximum	Pay Basis	Positions
City Manager	\$121,825	\$182,728	Annual	1
Executive Assistant	\$19	\$29	Hourly	1
Executive Assistant	\$19	\$29	Hourly	1
City Clerk	\$78,841	\$118,262	Annual	1
Finance Director	\$105,559	\$168,894	Annual	1
Human Resource Director	\$63,418	\$98,298	Annual	1
Community Development Director	\$91,016	\$136,524	Annual	1
Business License Specialist	\$55,000	\$65,500	Annual	1
Community Development Clerk	\$41,600	\$52,000	Annual	1
Building Inspector	\$20	\$30	Hourly	1
Code Enforcement Officer	\$19	\$33	Hourly	3
IT Director	\$55,392	\$85,857	Annual	1
IT Systems Administrator	\$23	\$35	Hourly	1
Communications & Community Engagement Director	\$86,000	\$106,000	Annual	1

Section 2. Selection/Appointment. Appointed officers and directors authorized within the parameters of this Classification and Pay Plan shall be nominated by the Mayor with confirmation of appointment by at least three of the other members of the City Council, in

accordance with Section 3.10(e) of the City Charter. The City Manager shall have the authority to approve all non-director and non-appointive positions authorized by this Classification and Pay Plan. The positions authorized under this Preliminary Classification and Pay Plan may be secured as employees or independent contractors. Additionally, the Mayor is hereby authorized to switch the status of City Clerk, Susan Hiott, from that of an independent contractor to an employee.

Section 3. It is hereby declared to be the intention of the City Council that:

- (a) All sections, paragraphs, sentences, clauses and phrases of this Resolution 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 Resolution is severable from every other section, paragraph, sentence, clause or phrase of this Resolution. No section, paragraph, sentence, clause or phrase of this Resolution is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this Resolution.
- (c) In the event that any phrase, clause, sentence, paragraph or section of this Resolution 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 Resolution.

Section 4. The City Attorney and the City Clerk are authorized to make non-substantive editing and renumbering revisions to this Resolution for proofing and renumbering purposes.

Section 5. The effective date of this Resolution shall be the date of adoption, unless required otherwise by the City Charter, state and/or federal law.

BE IT SO RESOLVED, 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