



**Meeting Minutes - Final  
Committee of the Whole**

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Thursday, March 1, 2018

6:00 PM

City Hall

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**1. Roll Call**

*Council: Mayor Max Bacon, Derek Norton (Mayor Pro Tem), Susan Wilkinson, Maryline Blackburn, Ron Fennel, Charles Welch, Andrea Blustein*

*Staff: Tammi Saddler Jones (City Administrator), Terri Graham (City Clerk), Scott Cochran (City Attorney), Ashley Youmans (Management Fellow), Elsa Thompson (Administrative Services Coordinator), Ken Suddreth (Community Development Director), Anthony Carter (Chief Building Inspector), Jim Cox (Business License Officer), Tim Hardy (Lead Marshall), Rusty Martin (Senior Planner), David Lee (Chief of Police), Scott Stokes (Public Works Director), Richard Garland (Parks and Recreation Director)*

*Guests: Carlos Perez of Perez Planning & Design and Larry Terry of Croy Engineering*

**2. Call to Order**

*Mayor A. Max Bacon called the meeting to order at 6:00 pm.*

**3. Community Development Presentation**

*Community Development Director Ken Suddreth passed out an organizational chart and informative pamphlet. Mayor Bacon inquired as to the whereabouts of the Tom Boland (Economic Development Coordinator); Mr. Suddreth advised that Mr. Boland was out due to dental surgery. Mr. Suddreth gave an update on employees that were recently promoted or moved to different positions. He then introduced the new Chief Building Official, Anthony Carter.*

*Chief Building Official Anthony Carter introduced himself and stated his professional background, current job related responsibilities and stated that he has been with the City of Smyrna for approximately 6 months. Mayor Pro Tem Derek Norton asked how this year's permits compared to last year's permits. Mr. Suddreth responded that the numbers were about the same. Councilmember Charles "Corkey" Welch commended Mr. Hardy and the department on their hard work. Councilmember Andrea Blustein shared that Mr. Hardy came by her home to inspect the handrails on her steps after she had fallen outside her home.*

*Mr. Suddreth introduced Jim Cox.*

*Business License Officer Jim Cox gave a brief summary of his job responsibilities and stated there were approximately 3,000 active business licenses in the City and 127 alcohol accounts. He detailed the types of businesses that make up the numbers. Mr. Cox briefly discussed the following revenue generated by the businesses; 237 service accounts that reported over 1 million dollars a year, 54 personal accounts that reported*

over 1 million dollars per year, 550 active home based businesses; he also noted the top 5 businesses in the City and their annual revenue. Mayor Bacon inquired if Mr. Cox had the opportunity to check on businesses. Mr. Cox advised that Mr. Tim Hardy's department took care of that and reported back with information regarding any delinquencies. Mayor Bacon advised that he had received calls from business owners commending the City for following up and informing them if their fees or taxes were due. Mayor Bacon commended Mr. Cox and the department for their efforts in working with the business owners on keeping their fees current.

Mr. Suddreth added that the department had a small window to collect the fees from business owners and that the Community Development Department generated revenue in the amount of "somewhere from 2.5 to 2.7 million" from building inspections, alcohol, and other fees. He then introduced Tim Hardy.

Lead Marshal (Code Enforcement) Tim Hardy spoke about his job responsibilities, departmental stats, 3 staff members and the wards they were responsible for. Councilwoman Andrea Blustein requested that Mr. Hardy send staff to clean up 6 houses. Mayor Bacon inquired as to why one of the staff members was assigned to work only one of the wards and the other 2 staff members had multiple wards and that those positions needed to be revisited because it seemed some wards could be neglected due to this. Mr. Suddreth advised that the reason the staff member was assigned just one ward was because his salary was grant dollars from CDBG funds and Ward 5 was the only Ward that qualified for CDBG funding. Mr. Hardy assured the Mayor that the staff member that is responsible for the one ward had better numbers than the other 2 staff members combined. Mayor Bacon inquired about the last time any of the code enforcement officers checked behind the Timbers Restaurant (off of Concord Road), because there were several old cars stored in a fence behind the restaurant. Mr. Suddreth advised that they would take a look at the property.

Mr. Suddreth gave a brief summary on the duties of the Economic Development staff and introduced Senior City Planner of Planning & Zoning Rusty Martin.

Senior Planner Rusty Martin spoke briefly about his department and gave the names of the two other Planners, Joey Staubes and Caitlin Walsh. He detailed the duties and responsibilities of the department. Mr. Martin announced the City's contracted Arborist, Mr. Robert Brett Schneider and explained what his duties and responsibilities were. He gave the numbers for the department's zoning actions and issued permits. Mayor Bacon inquired about the arborist and stated that there were various dead trees that needed to be cleared throughout the City. Mr. Martin advised that as part of the rezoning process, the applicant must include a tree plan; he noted that the department needed to do a better job of addressing the aging trees in the community.

Mr. Suddreth stated that he appreciated the opportunity to present his team and speak about what they do.

#### **4. Master Plan Update - Carlos Perez, Perez Planning & Design**

Director of Parks & Recreation Richard Garland introduced Carlos Perez of Perez Planning & Design.

Carlos Perez informed Council and staff of the key points in the master plan (Recreate Smyrna), he stated that they are at the halfway point of the planning stages and advised that the information provided are not recommendations, they are only findings.

*Mr. Perez emphasized the 3 project goals for Recreate Smyrna:*

- 1.) Create a decision-making framework that ensures a systematic approach to developing a balanced parks and recreation system*
- 2.) Create a vision for an integrated public realm that generates multiple economic, social, and ecological benefits for the City and*
- 3.) Establish a realistic and achievable implementation strategy that facilitates the improvement and management of Smyrna's parks and recreation system.*

*Mr. Perez presented each Councilmember with a binder with the information to help support the 3 project goals; he spoke on the Recreate Smyrna context, the needs and priorities assessments and explained the different techniques used to achieve the data presented. Councilmember Susan Wilkinson asked Mr. Perez how many people completed the "Statistically Valid" survey; Mr. Perez advised that "a little over 300 people" completed the survey, that they also had an online survey going at the same time and that they also surveyed people at various community special events – he estimated that over 800 citizens participated in the survey. Mr. Perez gave a brief synopsis of the long range vision and stated that the implementation plan will establish a realistic and achievable implementation strategy – his company plans to present more information to Council and Staff in July or August of 2018. Mr. Perez announced a Vision Workshop that will take place Saturday, March 3rd and advised that he expects to come before Council and Staff again sometime in July to give more insight into the project.*

## **5. City Administrator Report**

*City Administrator Tammi Saddler Jones advised Council and Staff of upcoming meetings;*

- 1. Informational Meeting in reference to the Windy Hill Road Project Tuesday, April 17th (event location pending)*
- 2. City's Alcohol Carry Out Policy for the Smyrna Market Village Business Owners informational meeting on Monday, March 5th at 10am in the Admin Conference room*
- 3. Council on Community Health and Wellness, Monday, March 12th at 6:30pm in the Jonquil Room at the Community Center (interest meeting for the one of the Smyrna Vision areas regarding quality of place)*
- 4. Smyrna Council on Diversity and Inclusion on Tuesday, March 13th 6:00pm – 8:30pm (launch and orientation)*
- 5. Campbell Middle School Salsa Soiree (a fundraiser) Friday, March 9th at the Community Center (the City comped the school 1 hour for the 3 hour event)*
- 6. Fountain Lodge #592 Blood Drive on March 17th from 1:00pm – 5:00pm*
- 7. Citizens Academy will start on March 20th (City's 1st)*
- 8. March 15th COW meeting will be held at Fire Station #1 (2620 Atlanta Road, Smyrna, GA 30080)*

*City Administrator Tammi Saddler Jones asked ICMA Management Fellow Ashley Youmans to give Council and Staff more details about the upcoming Citizens Academy; Ms. Youmans advised that the City was limiting the Citizens Academy class to the first 25 people who signed up; she noted that the City is considering a date to host another class due to the amount of citizens that applied.*

*City Administrator Tammi Saddler Jones gave an update on the ongoing construction*

at Fire Station #2 and displayed pictures of the progress on the Mondo board – she asked Larry Terry from Croy Engineering to speak on what was happening with the project; Mr. Terry advised that the project was being delayed by weather issues.

The City Administrator spoke briefly about the Georgia Community Watch, the “auditors” that visited City Hall on Friday, February 23rd, she provided a link to the YouTube video and advised that Smyrna PD will be hosting trainings on how to effectively deal with the auditors in the future.

Lastly, the City Administrator showcased a new restaurant in Smyrna, The Juicy Crab located at 2524 Cobb Pkwy SE, Smyrna, GA 30080 (formerly the Golden Buddha).

## 6. Review of the March 5th, 2018 Mayor and Council Agenda

Mayor Bacon announced that Vivian Baker, Campbell High School Student Government President, would be the Honorary Mayor at the next Council Meeting. City Clerk Terri Graham advised that Ms. Baker came by City Hall and she was very excited about attending the University of Georgia in the fall.

Mayor Bacon announced that another Campbell High School student, Kiran Gourisankar, would attend the upcoming City Council meeting for a presentation.

Formal Business:

- City Attorney Scott Cochran updated Council and Staff about the issues in acquiring the property located at 2518 N Matthews Street in Smyrna; Mayor A. Bacon gave a brief back story about the property.

Consent Agenda:

- Mayor Bacon advised that he would like addresses added for the businesses listed and also for Butch Thompson (Item H)

Mayor Bacon advised that he attended the Cobb County Commissioner’s Meeting held on Tuesday, February 27th; he stated that the Rose Garden issue was tabled; Councilmember Maryline Blackburn, Councilmember Andrea Blustein and City Administrator Tammi Saddler Jones were also present at that meeting.

## 7. Other Business

City Administrator Tammi Saddler Jones introduced the City’s new Administrative Services Coordinator, Elsa Thompson.

City Clerk Terri Graham advised that qualifying for candidates interested in the Ward 6 seat will open Monday, March 5th – Wednesday, March 7th; Mayor Bacon inquired if this information was posted on the City’s website; City Clerk Terri Graham stated that it was and City Administrator Tammi Saddler Jones advised that the information is also advertised on the City’s digital signs.

Councilmember Andrea Blustein spoke briefly about the February 27th, 2018 Cobb County Commissioner’s meeting.

Councilmember Ron Fennel advised about the Finance and Administration meeting that will be held on Monday, March 5th at 4:00p in the Admin Conference Room;

Councilmember Corkey Welch advised that he would not be present.

Councilmember Corkey Welch advised that he would like to host the Optimist Club meeting on Friday, March 23rd at 7am at the Reed House and conduct a tour; he also

*noted that the landscaping project at Concord Park is complete; stated that he will not be present at the first meeting in April.*

*Councilmember Derek Norton advised that the House passed the Hands-Free Cellular Phone bill, 152 to 20, it is now at the Senate.*

*Councilmember Susan Wilkinson inquired about a City sign at Burger Park that states "No Children Under 12" – she wanted to know the purpose of the sign.*

*City Attorney Scott Cochran advised that he's in the middle of a trial on a case where a lawsuit was filed against the City by a former employee (an ex-firefighter) and that the verdict should hopefully be in on Friday, March 2nd.*

*Mayor Bacon warned/ reminded everyone that 2 council members meeting with developers is against the law if it's not a posted meeting; he advised against it and stated that they should meet one on one with the developers.*

## **8. Adjournment**

*Mayor A. Max Bacon declared the meeting adjourned at 8:30pm.*