



City of Smyrna

A. Max Bacon City Hall
HR Conference Room /
First Floor
2800 King Street
Smyrna, Georgia 30080

Meeting Minutes - Final

Committee of the Whole Work Session

Thursday, November 17, 2022

6:30 PM

A. Max Bacon City Hall - HR Training Room

Roll Call

Present 6 - Mayor Derek Norton, Councilmember Glenn Pickens, Councilmember Latonia P. Hines, Councilmember Travis Lindley, Mayor Pro Tem / Councilmember Tim Gould, and Councilmember Lewis Wheaton

Absent 2 - Councilmember Charles Welch, and Councilmember Susan Wilkinson

Also Present 1 - Scott Cochran

Staff 7 - Tyler Addison, Joe Bennett, Richard Garland, Penny Mocerri, Paul Osburn, Heather Peacon-Corn, and Kristin Robinson

1. Call to Order

Mayor Derek Norton called to order the November 17, 2022 Committee of the Whole Meeting held at A. Max Bacon City Hall in the HR Training Room at 6:30 PM.

2. New Business

A. [COW22-81](#)

Presentation of PrimeGov / Rock Solid agenda and meeting management software - City Clerk

Heather Peacon-Corn, City Clerk presented the following background and information:

- Smyrna began using the agenda, minutes, and meeting management system, Legistar, in 2013, moving from a rudimentary hand vote and Microsoft Word/paper "system" to one that recorded and housed agendas, minutes, votes, etc.
- Since then, there have been little to no updates to the system, and the Covid-19 pandemic highlighted the weaknesses of Legistar:
 - * No virtual option for meetings
 - * No way to vote remotely
 - * No live streaming of meetings
 - * Limited community engagement
- PrimeGov, a Rock Solid Technology company, empowers local governments to optimize and digitize their agenda, meeting, and committee management processes with a single end-to-end cloud-based solution. With PrimeGov, we can seamlessly host hybrid meetings with remote voting capabilities, therefore, saving time, increasing efficiency, and embracing transparency with our constituents.

Comparing Legistar vs. PrimeGov:

Legistar:

- >5+ Software Modules / Not cloud-based
- >Cumbersome Admin Options
- >Unable to configure to meet specific needs

- >No integration with Laserfiche, Zoom, YouTube
- >Unable to run meetings or vote virtually
- >Delayed Live Stream for Viewers
- >Unresponsive Customer Service
- >Troublesome access to meeting docs for the public

PrimeGov:

- >One web / cloud-based, single-secured platform
- >Versatile and configurable Admin Options
- >Integration with Laserfiche, Zoom and YouTube
- >Virtual meeting management and voting options with Zoom
- >Real time Live Stream via YouTube
- >Speaker / Public comment kiosk and timer integration
- >Data Migration from Legistar
- >Build to suit Agendas, Minutes, Issue Sheets, etc.
- >Same pricing as current provider

Joe Bennett, City Administrator, asked about videos and their storage. Ms. Peacon-Corn stated that according to the Georgia State retention schedule, videos should only be kept for 90 days. This gives the entity enough time to record, review, edit, finalize, and approve the minutes. The approved minutes are the official record of the meeting, and the video can sometimes be a liability. Going forward, Ms. Peacon-Corn said she would like to adhere to the Georgia State retention schedule.

B. [COW22-82](#) Home for the Holidays Discussion - Parks and Rec

Richard Garland, Parks and Recreation Director, provided schedule information for the Home for the Holidays event on November 29, 2022. He provided a map to Mayor and Council to show the route of the parade and when/where Santa Claus will come in. He also went over the times and places where the Mayor and Council needed to be.

3. Review of the current Mayor and Council Agenda

A. [COW22-83](#) Review of the November 21, 2022 Mayor and Council Meeting Agenda.

Discussion took place about the 2023 City Holiday calendar, item 2022-558. Kristin Robinson, Assistant City Administrator/Finance Director, stated that Juneteenth and Veterans Day are officially added for 2023. And the floating holiday has also been added for employees to use with supervisor approval during the year as needed. The Christmas Holiday will be observed on Monday and Tuesday per policy. Paul Osburn, Assistant Public Works Director, stated that because the Christmas Holiday falls on a Monday and Tuesday, the sanitation crew will not be able to have both days off because there will be too much trash. Adjustments will need to be made to their schedule.

Brief discussion took place regarding the appointments and reappointments to the different boards and authorities, items 2022-550, 2022-570, and 2022-571.

4. Other Business (as needed)

A. [COW22-79](#) City Administrator review of Projects and other City Business.

Joe Bennett, City Administrator, provided the following updates:

- Curb and gutter have been poured in downtown.
- They are working on extending the left-turn bay onto Powder Springs St.
- Completing the enclosure of the median on Atlanta Rd.
- Should begin laying asphalt the week after Thanksgiving Break.
- The sanitation schedule has been adjusted because of the Thanksgiving Holiday.

Brief discussion took place regarding the newly approved City of Mableton.

Kristin Robinson, Assistant City Administrator/Finance Director, stated that Cobb County Water Authority will be proposing a 2.5% rate increase at their next meeting. Smyrna passes those increases to the water customers. And after some conversations with Councilmember Welch and Public Works, they are going to move forward with taking the Water Department out from under Public Works and make it its own entity. This is due to new restrictions and reportings. The new Water Department will answer to Ms. Robinson. Ms. Robinson also discussed some government entities increasing cost of living adjustments by 10%.

Penny Mocerri, Deputy City Administrator, stated that the RFQ for the Fanny Williams project is almost complete. Ms. Mocerri met with all department heads yesterday to discuss building repairs and small projects throughout their buildings.

Mayor Norton asked that an update on CIP projects be given to Mayor and Council. He has received many complaints about dropoff at Smyrna Elementary. He asked that this be addressed soon so it does not escalate. The covered bridge continues to get hit. He has been asked that signage be added even though the bridge is not within Smyrna City limits.

5. Executive Session (as needed)

6. Adjournment

Mayor Derek Norton adjourned the November 17, 2022 Committee of the Whole Meeting at 7:09 PM.