

City Council Meeting
City Hall – Council Chambers
December 4, 2025
8:00 AM – Work Session / 9:00AM – Council Meeting

WORK SESSION

Mayor Matthew J. Santini opened the Work Session at 8:08 A.M. Council Members discussed each item on the agenda with the corresponding staff members.

Mayor Santini closed the Work Session at 8:30 A.M.

OPENING MEETING

Mayor Santini called the Council Meeting to order at 9:00 A.M.

Invocation by Council Member Cooley.

Pledge of Allegiance led by Council Member Roth.

The City Council met in a Regular Session with Matthew J. Santini, Mayor, presiding, and the following present; Gary Fox, Council Member Ward Five; Jayce Stepp, Council Member Ward Two; Cary Roth, Council Member Ward Three; Calvin Cooley, Council Member Ward Four; Alyssa Cordell, Council Member Ward Six; Dan Porta, City Manager; Julia Drake, City Clerk; and Keith Lovell, City Attorney.

Absent: Kari Hodge, Council Member Ward One

COUNCIL MEETING MINUTES

1. November 20, 2025

Council Member Cordell made a motion to approve the City Council Meeting Minutes from November 20, 2025. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 5-0

Council Member Cooley made a motion to add three (3) items to the agenda. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 5-0

ADDED ITEM

2. CALEA Accreditation

Frank McCann, Chief of Police, stated that the CALEA Accreditation is the gold standard for Law Enforcement Agencies. Only four percent (4%) of the US Law Enforcement Agencies have obtained this prestigious accreditation.

Continuing, Chief McCann stated that Officer Ariel Belcher started the process to obtain this accreditation in February 2023 and was able to solidify this accreditation in less than three (3) years for the City of Cartersville.

Dan Porta, City Manager, thanked Chief McCann for his leadership and thanked Officer Belcher for her diligence.

APPOINTMENTS

3. Appointment to Police Chief

Mr. Porta stated Chief McCann, our current Police Chief, is retiring at the end of this month from the City of Cartersville after 41 years of service.

It was recommended to appoint Kevin Cloninger as the new Cartersville Police Chief effective January 1, 2026.

Chief McCann returned and thanked Mr. Porta for the opportunity to lead an amazing team of individuals.

Mayor Santini thanked Chief McCann for the leadership and friendship throughout the years and wished him the best in his future endeavors.

Council Member Fox made a motion to approve the Appointment of Police Chief. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 5-0

Julia Drake, City Clerk, swore in Kevin Cloninger as the new Police Chief effective January 1, 2026.

4. CVB Reappointment

Mr. Porta stated Tom Shinall's current term on the Convention and Visitors Bureau Board is set to expire on December 31, 2025. Staff recommended his reappointment to continue his service. If reappointed, Mr. Shinall's new term would extend to December 31, 2027.

Council Member Fox made a motion to approve the CVB Reappointment. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 5-0

PUBLIC HEARING – 2nd Reading of Zoning/Annexation Requests

5. AZ25-03: Bates Rd.

Applicant: Switch

Mr. Mannino stated the applicant requests annexation of (1) tract into the City to be combined with the current Technology district and data center campus.

Staff does not oppose the annexation or Technology District (T) zoning if the following conditions are applied to zoning. Conditions 1 to 9 were adopted with the original zoning per file Z23-03, approved 11-2-23. Condition 10 was added for zoning application, AZ25-01, approved 7-3-25.

Planning Commission recommends approval of annexation, 6-0.

Planning Commission recommends approval of zoning, 6-0, with the following (10) conditions:

Zoning Conditions:

1. All minimum zoning development standards for the "T" zoning district are followed by the Text Amendment, T23-04.

2. A minimum 100 ft. natural landscape buffer for the purposes of visual screening remains in place along all adjacent residential use or zoned properties. The 100 ft. buffer may include the building setback.
3. If the minimum 100 ft. natural landscape buffer is disturbed, then the buffer is to be planted with landscape material appropriate to re-establish the buffer and visual screen.
4. Public entrance shall be on Old Alabama Road; no access from Carter Grove Blvd; access from Bates Road, shall be limited to emergency access as required by governmental authorities, construction access until 60 days after GDOT construction on Old Alabama Road is completed, and private access. Upon the completion of GDOT construction on Old Alabama Road, any permitted construction activities on the site shall have a construction entrance that does not require use of Bates Road.
5. Upon submission by the current property owner, Council shall terminate the Carter Grove Development Agreement, to the extent it covers the property which is the subject of this application.
6. Access to landlocked properties is to be negotiated between Switch LTD and affected property owners, as requested by the property owner.
7. Access to the NRCS flood control structures be negotiated between Switch LTD and the NRCS or their representative, as required.
8. All site plans for future development phases after Phase 1 are to be shared with the Paulding County Community Development office.
9. The subject property's principal use shall be limited to data processing, storage, hosting and related services and accessory uses shall include principal uses listed as permitted uses in the Technology district ordinance which are associated with data processing, storage, hosting and related services as well as security and customary accessory uses.
10. No access, except emergency access, shall be allowed to or from Etowah Ridge Trail, including access for construction activities.

Mayor Santini opened the public hearing for zoning portion of the application.

Karl Lutjens, 114 Old Mill Rd., came forward to represent the application for Switch and to answer questions from the Council Members.

With no one else to come forward to speak for or against the zoning portion of the application, the public hearing was closed.

Mayor Santini opened the public hearing for the annexation portion of the application.

Mr. Lutjens stated that he would like his comments from the zoning portion to be reflected in the annexation portion, as well.

With no one else to come forward to speak for or against the annexation portion of the application, the public hearing was closed.

Council Member Stepp made a motion to approve the annexation portion of the application. Council Member Cordell seconded the motion. Motion carried unanimously. Vote: 5-0

Council Member Fox made a motion to approve the zoning portion of the application with the ten (10) conditions. Council Member Cordell seconded the motion. Motion carried unanimously. Vote: 5-0

Reference Ordinance # 46-25 and 47-25

CONTRACTS/AGREEMENTS

6. Solar Panel Donation Agreement with QCells

Mr. Porta stated QCells has agreed to donate several solar panels and related equipment to help power the new Recreation Center, along with paying for the installation of these panels. This partnership with QCells will save taxpayers' dollars on monthly power bills for many decades and is recommended for your approval.

Charmaine Ward-Milner, representative with QCells, came forward to state they were honored to be able to donate the solar panels and expressed they were looking forward to being a part of the community. Additionally, she stated that the panels that were donated to the City of Cartersville would provide 100% of the power in the winter and 70% of the power needed in the summer.

Council Member Fox made a motion to approve the Solar Panel Donation Agreement with QCells. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 5-0

7. Chroma Energy Group Solar Panel Installation for Recreation Center

Mr. Porta stated Chroma was one of the companies that has experience designing and installing solar panels and was recommended by QCells. Currently they are under contract for the design of the solar panel, and it was recommended to approve this installation proposal from Chroma Energy Group, which will be reimbursed by QCells.

Council Member Cordell made a motion to approve the Chroma Energy Group Solar Panel Installation for Recreation Center. Council Member Fox seconded the motion. Motion carried unanimously. Vote: 5-0

8. Wellness Program for 2026

Mr. Porta stated for the past seven years, city employees, excluding fire personnel, have been required to have biometric screening done and one follow-up visit with a health coach who goes over each employee's test results. This service has been provided by Engagement Health Group (formerly Corporate Health Partners) and for 2026 with these services, three follow up health coaching sessions and some wellness challenges, the estimated total cost would be \$52,505.00 and can be paid from the \$60,000.00 wellness credit given to us by Anthem (BCBS) Insurance. Approval was recommended.

Council Member Fox made a motion to approve the Wellness Program for 2026. Council Member Cordell seconded the motion. Motion carried unanimously. Vote: 5-0

BID AWARD/PURCHASES

9. Temporary AV System Solution for Relocated Court Sessions

Freddy Morgan, Assistant City Manager, stated staff is requesting approval of a temporary audiovisual system to ensure the Municipal Court can operate effectively during its relocation for City Hall construction. The proposal includes two wireless Televis stations that will provide the judge and the podium with clear microphone and speaker capability, while also allowing staff to capture required audio recordings. Although not included in the new City Hall AV scope, the equipment is fully compatible with the future system and can later be repurposed for additional seating needs during special meetings. All components are in stock and can be acquired prior to the first relocated court session in December.

Council Member Fox made a motion to approve the Temporary AV System Solution for Relocated Court Sessions. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 5-0

ADDED ITEM

10. City Hall Contractor Selection

Mr. Morgan stated the City of Cartersville received (8) eight qualified submittals (Carroll Daniel, Gay, Hogan, Lusk, Manhattan, Parrish, Pencor, and Womack, Lewis, & Smith). Our ratings group met and reviewed our rankings of each proposal. After totaling all (5) five raters, the top (3) three finalists to interview were selected. After interviewing the (3) three finalists, it was requested to move forward with Hogan Construction to perform CMAR services for the new City Hall and the associated area. This approval will be contingent upon the negotiation of a contract that is approved by the City Manager and City Attorney.

Council Member Fox made a motion to approve the City Hall Contractor Selection pending City Manager and City Attorney review and approval. Council Member Stepp seconded the motion. Motion carried unanimously. Vote: 5-0

BID AWARD/PURCHASES

11. Recreation Center Playground Equipment Purchase

Dávid Archer, Jr., Parks and Recreation Director, stated Parks & Recreation is seeking approval of the purchase of the new recreation center playground equipment, turf surfacing and associated freight.

Reeves Young, the General Contractor, is to complete the installation. It was requested that the city purchase directly from Kompan, Inc. at total proposed cost of \$95,587.50. Approval was recommended.

Council Member Stepp made a motion to approve the Recreation Center Playground Equipment Purchase. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 5-0

12. Commercial Dumpster Canopy Repair

Wade Wilson, Public Works Director, stated on August 28th, 2025, one of our solid waste commercial trucks came in contact with the canopy over the dumpster enclosure at the Chick-fil-a in Emerson, GA. This encounter caused damage to the roof structure and required replacement. Chick-fil-A has repaired this damage and has sent us an invoice for the repair from Horizon Construction Company out of Alpharetta, GA (a contractor for Chick-fil-A Inc) for \$9,170.00.

The Solid Waste Division of Public Works recommended payment of this invoice, and it would be paid out of our budget line item for maintenance of containers (540-3200-52-2372).

Council Member Roth made a motion to approve the Commercial Dumpster Canopy Repair. Council Member Cooley seconded the motion. Motion carried unanimously. Vote: 5-0

13. Everbridge Notification System Renewal

Logan Bagley, Public Relations and Communications Manager, stated the cost for the annual renewal of the Everbridge Notification System is \$15,239.77 and will continue the contract through January 28, 2027. This renewal was submitted for approval and is a budgeted item.

Council Member Cordell made a motion to approve the Everbridge Notification System Renewal. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 5-0

PUBLIC HEARING

14. Public Hearing – Transfer of Grant Responsibilities and Property Interests to the Land Bank (DCA Requirements)

Keith Lovell, City Attorney, stated approval was requested of a joint resolution between the City of Cartersville, Bartow Area Habitat for Humanity, and the Cartersville-Bartow County Land Bank Authority requesting approval from the Georgia Department of Community Affairs to transfer Habitat's responsibilities and security deeds for six properties to the Land Bank. The city will continue to manage and report all grant obligations to DCA.

Mr. Lovell opened the public hearing. With no one to come forward to speak for or against the grant, the public hearing was closed.

RESOLUTIONS

15. Transfer of DCA Grant Responsibilities to Land Bank

Mr. Lovell stated in 2009 the city received Community Development Block Grant funding from the Georgia Department of Community Affairs (DCA) for financing and construction of homes in partnership with the Bartow Area Habitat for Humanity. Currently there are six homes that still have obligations under this grant, and it was requested to transfer the security deeds of these properties to the Land Bank for the Land Bank to ensure that the monthly mortgage payments are being properly paid back and meeting all DCA grant obligations. Approval of this Resolution was recommended.

Council Member Roth made a motion to approve the Transfer of DCA Grant Responsibilities to Land Bank. Council Member Stepp seconded the motion. Motion carried unanimously. Vote: 5-0

Reference Resolution # 36-25

ADDED ITEM

16. GMA Membership Invoice

Mrs. Drake stated that the city had received the membership invoice from the Georgia Municipal Association in the amount of \$9,467.82. Approval of paying the invoice was recommended.

Council Member Cordell made a motion to approve the GMA Membership Invoice. Council Member Roth seconded the motion. Motion carried unanimously. Vote: 5-0

OTHER

Mr. Lovell stated that once the City Council Meeting closes, the Animal Control Board will begin and is open to the public.

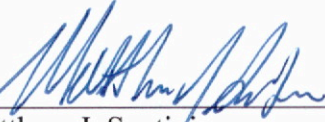
Mayor Santini stated the Christmas Parade would begin this evening, and he encouraged everyone, despite the weather, to join in the festivities. The Christmas Parade is the largest fundraiser ever by the Bartow Exchange Club.

Continuing, Mayor Santini expressed his gratitude to the Public Works Department for their tireless efforts to clean up trash following the parade so that our streets are continuously clean and presentable.

ADJOURNMENT

With no other business to discuss, Council Member Cooley made a motion to adjourn.

Meeting Adjourned at 9:40 A.M.

/s/ 
Matthew J. Santini
Mayor

ATTEST: 
/s/ _____
Julia Drake
City Clerk

