CITY COUNCIL WORK SESSION

JUNE 02, 2025 AT 6:00 PM

COUNCIL CHAMBERS - 1859 CITY CENTER WAY, JONESBORO, GA 30236

MINUTES

I. CALL TO ORDER

The meeting was called to order by Mayor Sartor at 6:03 p.m.

II. ROLL CALL

The roll was called by City Clerk Jewett.

- Mayor Donya L. Sartor
- Mayor Pro-Tem Tracey Messick
- Councilmember Alfred Dixon
- Councilmember Don Dixon
- Councilmember Billy Lester
- Councilmember Asjah Miller
- Councilmember Billy Powell
- City Attorney, David Dreyer
- City Clerk, Shandrella Jewett
- Community Development Director, Adleasia Cameron
- Downtown Development Authority Manager, Andrew Simpson
- Police Chief, Christopher Cato
- Public Works Director, Marcus Heard

At this time, Mayor Sartor informed everyone that City Attorney Dreyer would not be attending the June 9, 2025 Regular Council Meeting. She introduced Attorney Zanele Ngubeni, who would attend the meeting on Attorney Dreyer's behalf.

III. ADOPTION OF AGENDA

A. Council to consider approval and adoption of the amended Agenda.

The following items were added and/or amended.

- N. The words "Submission Protocol" was stricken from the language.
- P. Council to discuss the clock located on the City Center building.
- Q. Repairing of the playground and possible closure at Lee Street Park.
- R. Council to discuss finance support.
- ~~Executive Session for the purpose of personnel matters~~.

RESULT: **Approved (Vote was unanimous)**
MOVER: **Councilmember Miller**
SECONDER: **Councilmember Lester**

IV. PRESENTATIONS

- Proclamation recognizing Peace Officer Memorial Day and Police Week (May 11-17, 2025).
- Proclamation recognizing National Public Works Week (May 18-24, 2025).

V. PUBLIC COMMENTS (PLEASE LIMIT COMMENTS TO THREE (3) MINUTES)

- Antonio Lamar - Spoke regarding Conditional Use Permit Application #25-CUP-003.
- Tonda Lawrence - Spoke regarding the Church at Zion and that the church has been beneficial to her family.
- Patricia Whitfield - Stated that the Church at Zion has been a blessing to her family.
- Pat Sebo-Hand (Jonesboro, GA) - Thanked Councilmember Alfred Dixon for bringing back the Jonesboro Newsletter. She thanked the Council for providing the funds for the Newsletter.

VI. PUBLIC HEARING

None

VII. NEW BUSINESS

A. Council to discuss Conditional Use Permit Application #25-CUP-003 (Section 86-183) submitted by Antonio Lamar and Trenekia Lamar on behalf of the Church at Zion. This application is for a small assembly to hold bible study session, self-help meetings, and workshops in the MX-Mixed Use Zoning District. The property is located at 952 Dixie Drive, Jonesboro, Georgia 30236. The property is known as parcel #13209A A006 and situated on .28 acres of land. The building was constructed in 1968. *(Required hearing and consideration set for Monday, June 9, 2025)*

Community Development Director Cameron led the discussion. She recommended approval with possible conditions.

Director Cameron explained that if the application is approved, the applicant would need to complete the life safety review process, and the Building Official would be required to inspect the building. She noted that conditions could be placed on the proposed use, and that certain variances might be necessary in accordance with the City's Zoning Ordinance. While the ordinance addresses parking and shared parking, it does not permit shared parking within a planned unit development. She added that a review of the floor plan and the number of allowable parking spaces would be necessary.

Mayor Pro-Tem Messick raised concerns about the potential occupancy and the number of individuals who would be inside the building.

The applicant provided comments regarding parking availability and proposed business hours.

B. Council to discuss Conditional Use Permit Application #25-CUP-004 (Section 86-185) submitted by Anthony Fultz. The application is for a motorcycle club to hold meetings in the C-2 Highway Commercial Zoning District in the Gateway South. The property is located at 255 S. Main Street, Jonesboro, Georgia 30236. The subject property is known as parcel #06001C D003 and situated on .30 acres of land. The building was constructed in 1978. *(Required hearing and consideration set for Monday, June 9, 2025)*

Community Development Director Cameron led the discussion and recommended denial of the item, citing the building's need for repairs and its inconsistency with the City's vision for the Gateway South Corridor and the Comprehensive Plan. The applicant was not present for the meeting.

The applicant was not present. The motorcycle club is named Hard Knocks. Councilmember Lester requested clarification on the exact location of the building. Mayor Pro-Tem Messick asked Director Cameron to follow up with the applicant regarding the specific days the building would be in use, the number of members involved, and whether the organization

operates as a nonprofit. Councilmember Miller raised concerns about potential noise levels from the motorcycles.

C. Council to discuss Conditional Use Permit Application #25-CUP-005 (Section 86-547) submitted by Stella Chio. This application is for a Laundromat in the C-1 Neighborhood Commercial Zoning District. The property is located at 220 Jonesboro Road, Jonesboro, Georgia 30236. The subject property is known as parcel number 12048A I009A and situated on .40 acres of land. The building was constructed in 1974 with approximately 2,400 square feet of floor area. *(Required hearing and consideration set for Monday, June 9, 2025)*

   Community Development Director Cameron led the discussion and recommended approval of the item. The applicant was not present.

   Councilmember A. Dixon asked what other types of businesses would be suitable for the Gateway North Corridor and whether any outreach had been conducted with nearby residents regarding the proposed laundromat. Councilmember Lester inquired about the intended hours of operation. Director Cameron stated she would follow up with the applicant to obtain responses to these questions.

D. Council to discuss Alcohol Beverage Pouring License Application #25-ALC-003 to change the address from 112 N. McDonough Street, Jonesboro, Georgia 30236 to 106 N. McDonough Street, Jonesboro, Georgia 30236 to dispense beer, wine & distilled spirits. The legal business name is B'Mari Events and Art Studio. Tammary Scott has requested to be the License Representative. *(Required hearing and consideration set for Monday, June 9, 2025.)*

   Community Development Director Cameron led the discussion and explained that the applicant is already licensed; however, there are two addresses associated with the property. Initially, when the applicant chose to use the entire property for her business, the license was issued under the residential address rather than the commercial one. She has since moved back into the residential portion of the property and was required to obtain approval from both the Design Review Committee and the Historic Preservation Commission to do so.

   As a result, the business license now needs to be corrected—transferring it from the residential address to the appropriate commercial address. Director Cameron noted that although the business was originally set up under the residential address, this adjustment will serve as a clean and proper fix.

   Mayor Pro-Tem Messick asked City Attorney Dreyer whether the license could simply be transferred from one address to another or if a formal application process was required. Mayor Sartor and Director Cameron clarified that this is, in fact, the application process. They also noted that while the applicant has completed all necessary steps at the state level, the state has been waiting for the City to finalize the matter on its end.

E. Council to discuss Alcohol Beverage Packing License Application #25-ALC-004 to dispense beer and wine at 8664 Tara Boulevard, Jonesboro, Georgia 30236. The legal business name is DHRITI Investment, LLC., d/b/a PITSTOP Food Mart. Miteshkumar B. Patel has requested to be the License Representative. *(Required hearing and consideration set for Monday, June 9, 2025.)*

   Community Development Director Cameron led the discussion, explaining that while the business remains the same, it has been purchased by a new owner. As a result, the application needed to be updated to reflect new ownership. The new owner has applied for and received approval for a business license and is now seeking approval for an alcohol license.

   Although the applicant was not present to speak, an employee attended the meeting and explained that the applicant was out sick.

Councilmember Powell inquired whether the request was for a Pouring License or a Package License. Director Cameron clarified that the request was for a Package License.

F. Council to consider approval regarding the Flex Licensing Renewal Agreement with NetPlanner Systems, Inc. for the telephone system.

Mayor Sartor noted this recommendation came from Mr. Tran in the IT Department.

The Item was added to the Consent Agenda.

G. Council to consider approval of a Memorandum of Understanding (MOU) between the City of Jonesboro, Georgia and Georgia Department of Community Affairs Office of Downtown Development regarding Georgia Classic Main Street Program (2025-2026 Program Year).

Mayor Pro-Tem Messick asked whether the agreement was the same as the previous one. Mayor Sartor confirmed that it is a routine agreement, with no changes, and no financial obligation for the City.

Downtown Main Street Manager Andrew Simpson led the discussion, explaining that the City has reporting responsibilities tied to its Main Street designation. He noted that both the National Main Street Center and the Georgia Department of Community Affairs have reaffirmed the City's status as a Main Street organization for the current year. The Memorandum of Understanding (MOU) pertains to the upcoming year.

Mr. Simpson also mentioned that newly appointed members have 12 months to complete their certification. Mayor Sartor added that she had previously emailed Councilmembers encouraging them to enroll in the DDA 101 class. Under the latest Main Street program guidelines, DDA Board Members are required to complete a minimum of two hours of training annually. It was stated that the cost of this training is covered by the DDA budget.

H. Council to discuss Jonesboro Housing Authority-Prestwick Companies request for funding commitment for an Affordable Multi-family development.

Casey Craven (Assistant Vice President of Prestwick Development) and Paul Wright (Executive Director of the Jonesboro Housing Authority) discussed the funding commitment. Mr. Wright distributed a document titled *"Municipal Fee Calculations"* related to the Estoria-Jonesboro Project. He explained that this item had been stricken during one of the previous Council Meetings in the fall, prompting them to return with a proposal for in-kind services. Mr. Wrightt requested that the value of in-kind contributions be increased to $250,000 to support the development, emphasizing that this would help make the housing affordable for residents across various income levels.

The proposed development site is located approximately one mile from the intersection of Wilbur and Hightower Streets, and the plan includes relocating current residents from that area. Paul noted that the project would not include market-rate units, focusing instead on providing housing for working-class families. If approved, the necessary permits would be secured within the year.

At this time, Tammy Stanley, Chair of Jonesboro Housing Authority spoke about collaboration between cities and counties.

Mayor Sartor asked Council if they were okay with adding this item to the Consent Agenda. Mayor Pro-Tem Messick declined. Mayor Sartor asked Mayor Pro-Tem Messick to submit her questions in writing so that Prestwick Development could provide responses before next week meeting. Additionally, she invited Prestwick Development to return for the June 9th Council Meeting.

I. Council to discuss JYCG Summer Programming.

Point of Personal Privilege by Mayor Sartor.

At this time Mayor Sartor acknowledged Commissioner Alaina Reaves for being present at the meeting. However, she had already left the meeting.

Councilmember A. Dixon led the discussion, noting that the Jonesboro Youth City Government (JYCG) had a successful meeting last week. He recognized McKenzie Newlove, JYCG Director of Communications, who shared updates on the concession stand and expressed her excitement for the upcoming soft opening scheduled for this Friday and Saturday.

Mayor Sartor extended her gratitude to everyone who contributed to the launch of the Jonesboro concession stand, noting that its operating hours are 10:00 a.m. to 7:00 p.m.

J. Council to discuss Jonesboro Internship Program.

Councilmember A. Dixon led the discussion.

In the past, the City had six (6) interns. Five of them have graduated from Clayton State and two of them are pursuing their Masters. They have contributed to projects such as the Flagship Youth City Government Program and the development of the Jonesboro Education Trust. He said they are looking to introduce the program citywide so that departments can take advantage of the intern program.

Councilmember A. Dixon asked Mayor and Council if the City would like to have interns. This would be through a partnership with Clayton State. He said he has previously paid interns through Council Initiative Funds or by funds left over from his travel account. He would like to see some type of compensation given to the interns.

Mayor Sartor asked if it would be course credit. Councilmember A. Dixon said yes. Councilmember Miller wanted to make sure there was no issue with the interns receiving course credit (hours) and a stipend.

Councilmember A. Dixon currently has two (2) interns that are willing to assist with the Community Development Department and in Communications with JYCG. Mayor Sartor asked if he would consider an intern could be assigned to City Hall.

Council to consider approving up to two (2) interns ($500.00 stipend) for the Summer (June 10, 2025), and then consider up to three (3) interns ($500.00 stipend) for the Fall (beginning in August-December 2025). A total of $2,500.00.

The item was added to the Consent Agenda.

K. Council to discuss Internal Communication Policy.

Councilmember A. Dixon initiated the discussion, stating, "When I added this item to the agenda regarding the Internal Communication Policy, I believed it might actually be a section—or perhaps a page—from the Elected Officials Handbook outlining protocol."

Mayor Sartor said this may be listed in the employee manual or there may be a memo that stipulates any communications beyond the day-to-day operations would have to go through the Mayor and City Manager. She said once this document is located and reviewed, then it would be determined if there needs to be a resolution (if there are any changes to the language). In the meantime, Mayor Sartor said she would need to be copied on e-mails.

In regard to the expectation for staff to respond to the Mayor and Council within 48 hours, Mayor Sartor recommended including that the Mayor and Council should also be required to respond within the same timeframe. She noted that this would establish a mutual standard and foster a balanced communication environment. Councilmember A. Dixon expressed his agreement. The language should read that "All City Staff and Elected Officials are required to

respond within 48 hours." Mayor Sartor asked that the item be tabled so that they will have time to review the current policy.

Mayor Sartor mentioned when agenda items are submitted, the supporting documents should be attached as well.

A motion was made to table the item until Mayor and Council can review the current policy regarding Internal Communication.

RESULT: **Approved (Vote was unanimous)**
MOVER: **Mayor Pro-Tem Messick**
SECONDER: **Councilmember A. Dixon**

L. Council to discuss Jonesboro Promotions.

Councilmember A. Dixon led the discussion. He expressed concerns regarding the promotions of events or happenings not being advertised consistently across the board. He would like to see the Jonesboro Youth City Government events/happenings be promoted on all platforms on a consistent basis. He spoke regarding the following:

Councilmember A. Dixon stated, "I have been really intentional about communicating our desires to make sure that our Youth Flagship Program was promoted properly. However, we have not received the same output for our youth programs."

Mayor Sartor replied by stating, "I want to be clear for the record that the Mayor and her staff is totally committed to the Jonesboro Youth City Government. I come to the meetings, and if y'all ask anything of me, you know I will provide it. So, I don't want this to be perceived as though the Mayor and her staff do not support them. We heard Councilmember Dixon's concerns, and we will try to remedy something inside. She further stated, "I will attend the next JYCG meeting and explain .....what you all's perception of how we serve you all is very important to me, and I think you all know that." Mayor Sartor said they will work on this matter.

At this time, Mayor Sartor stated she had previously asked to have some type of communication person on staff, but Council did not see fit to it. However, "we are committed to doing better." Councilmember A. Dixon said he appreciated the recommitment.

Mayor Sartor asked Councilmember A. Dixon to provide her with the next promotion and the posting schedule, and the staff will work their hardest to make sure it gets done. Councilmember A. Dixon said thank you and that the next promotion/event is the JYCG Meeting on June 16, 2025. Mayor Sartor asked him to send her the promotions/flyers individually with a caption and the write-up regarding what needs to be posted or reposted so that she can forward it to the necessary parties.

M. Council to discuss City Events and the City Center Calendar for June 2025.

Councilmember A. Dixon initiated a conversation about improving communication and planning, suggesting a comprehensive calendar for June and July to aid in newsletter preparation and event awareness. He noted that recent calendars had omitted key events. Councilmember Miller supported the idea and requested an annual calendar, mentioning she only learned of a recent delegation meeting via social media.

Mayor Sartor reiterated the need for a part-time communications position, citing staff capacity issues and the importance of consistent messaging. She praised staff for their dedication but emphasized that additional support is essential for effective city representation. She plans to meet with staff to explore solutions and present a proposal to Council.

Mayor Sartor also addressed concerns about staff morale, encouraging Councilmembers to bring efficiency or staffing concerns directly to her. She asked Council to consider hiring

additional support and noted ongoing efforts to formalize the City's communication protocols. Councilmember A. Dixon expressed openness to the idea but suggested leveraging existing programs like internships first. Councilmember Miller agreed to revisit the hiring discussion next week, pending details on compensation and hours. Mayor Sartor requested a draft job description be prepared and submitted to HR for review.

N. Council to discuss the Newsletter ~~Submission Protocol~~.

Councilmember A. Dixon led the discussion addressing the submission form for the newsletter. Councilmember Miller clarified that the form is intended for anyone wishing to submit information for inclusion in the newsletter.

O. Council to discuss re-establishing the Jonesboro Beautification Commission.

Mayor Sartor stated that this item falls under the responsibility of Community Development Director Cameron and noted that additional time may be needed to consult with her on the matter. She added that they will aim to bring the discussion before the Council next week.

P. Discussion regarding the City's Clock.

Mayor Sartor led the discussion, noting that the City's clock had been malfunctioning for over a year. Although recent repairs have restored its functionality, an additional issue remains that will eventually require attention. She explained that this is like a sole-source situation, since White's Clock and Carillon, Inc. – the original installer – is the only company equipped to perform the repair.

Public Works Director Heard provided further details, stating that during the recent repair, the technician discovered a cracked hub assembly with a set screw. While the clock is currently operating properly, a complete break could cause internal wires—specifically those controlling the lights on the south-facing hands—to become entangled and damaged. The part needed is a special-order item, which could not be replaced at the time. Director Heard recently received a quote of $4,658.00 for the repair, which includes the cost of lift equipment to access the tower. He also has photos documenting the crack.

The original installation came with a one-year warranty, which has since expired. Mayor Sartor confirmed that the new repair would also include a one-year warranty. She plans to coordinate with Candace in the Finance Department to determine the appropriate budget line item for the expense, pending Council approval.

Councilmember Lester inquired about preventing future issues. Director Heard explained that the crack likely resulted from the set screw being overtightened during installation—an issue not identified by building inspectors at the time. He added that the original clock was a pulsating model, but it has since been upgraded to a geared mechanism, which typically requires less frequent maintenance.

The item was added to the Consent Agenda.

Q. Discussion regarding playground repair and possible closure.

Mayor Sartor stated that the playground is currently in an unsafe condition and emphasized the need for regular maintenance of the surface to ensure safety. Public Works Director Heard followed with a presentation on the Lee Street Park Playground surfacing and shared the following quotes:

Playground Creations:
$96,060.00 (Turf Grass 8,005 sq. ft of PNP)
$126,575.00 (Turf Grass with Pad Installed & Removal of Existing Rubber Surfacing)
$200,125.00 (PNP – Full Tear Out, Stonework Touch Up and New PIP)

Pro Playgrounds:
$208,499.00 (Full Tear-out and replacement of PIP)
$77,999.00 (Recap, PIP, Resurfacing)
$75,999.00 (Install artificial turf over existing PIP surface)

Dino Safety Surfacing:
$128,156.80 (Removal of PIP Cap and Install artificial turf)
$131,356.80 (Removal of PIP Cap and Install artificial turf)
$144,211.50 (Remove existing PIP System and Install PIP)

Director Heard recommended that the City proceed with Playground Creations for the turf replacement, as they were the original installers. He suggested patching the existing turf with replacement turf grass provided by Playground Creations. He also noted that he is a Certified Playground Inspector.

Councilmembers Miller and Lester inquired about the turf patching process, while Councilmember A. Dixon asked about the project timeline. Director Heard responded that he would contact the technician to gather more information. He noted that the playground would need to be temporarily closed during the repairs and will confirm the expected duration of the closure. In response to Mayor Sartor's question about keeping parts of the playground open, Director Heard said a fence could be installed to isolate the affected area. He also emphasized the need for the City to invest in signage indicating age restrictions for playground use.

Council to consider a motion to fund the park in the amount of $96,000.00 with an additional $20,000.00 to close off the playground for renovations (subject to subsequent Council's approval next week).

RESULT: **Approved (Vote was unanimous)**
MOVER: **Councilmember D. Dixon**
SECONDER: **Councilmember Lester**

Council to consider approval to temporarily close Lee Street Park's playground for the purpose of renovations.

RESULT: **Approved (Vote was unanimous)**
MOVER: **Councilmember D. Dixon**
SECONDER: **Councilmember Miller**

R. Council to discuss Finance Support.

Mayor Sartor led the discussion, informing Council that the Human Resources Department has reviewed applications for the Finance Director position; however, the City is still in the process of filling the role. She shared that she had spoken with Plante Moran, who strongly recommended a separate transitional service to assist in cleaning up the City's financial records. This service would also bring all financial documentation up to date and provide the reports previously requested by Council. The work would be performed remotely.

Mayor Sartor distributed a document outlining the proposed transitional services and asked Council if they were comfortable with Plante Moran submitting an invoice for consideration at the June 9, 2025 Regular Council Meeting. She also requested that Councilmembers email her—copying City Attorney Dreyer—if they had any additional items they wished to include in the invoice.

Additionally, Mayor Sartor said she would contact Plante Moran to request a draft contractual agreement for the City Attorney's review. She invited Councilmembers to share any specific terms or provisions they would like to see included in the contract.

The item was added to Old Business.

VIII. OLD BUSINESS

None

IX. OTHER BUSINESS

A. Executive Session for the purpose of discussing a personnel matter.

At this time, Councilmember A. Dixon stated that he no longer needed to go into Executive Session for the purpose of personnel matters. Therefore, there were no Executive Session items to discuss.

B. Consider any action(s), if necessary, based on decision(s) made in Executive Session.

None

X. ADJOURNMENT

A motion was made to adjourn the meeting at 8:24 p.m.

RESULT: **Approved (Vote was unanimous)**
MOVER: **Councilmember Powell**
SECONDER: **Councilmember A. Dixon**

Dr. Donya L. Sartor, Mayor

Shandrella Jewett, City Clerk