



CITY OF STONECREST, GEORGIA

CITY COUNCIL SPECIAL CALLED MEETING – MINUTES

3120 Stonecrest Blvd., Stonecrest, GA 30038

Monday, October 10, 2022 at 6:30 PM

Mayor Jazzmin Cobble

Council Member Tara Graves - District 1 Council Member Rob Turner - District 2

District 3 - Vacant Mayor Pro Tem George Turner - District 4

Council Member Tammy Grimes - District 5

Citizen Access: [Stonecrest YouTube Live Channel](#)

I. CALL TO ORDER: George Turner, Mayor Pro-Tem

The meeting began at 6:35pm.

II. ROLL CALL: Sonya Isom, City Clerk

All members present.

III. AGENDA ITEMS

a. For Decision - Financial Services Agreement - Gia Scruggs

Gia Scruggs, Finance Director gave an overview and presentation.

Motion - made by Councilmember Rob Turner to approve the Financial Services Agreement. Seconded by Councilmember Tara Graves.

Motion passed unanimously.

b. For Decision - FY21 External Audit Engagement Letter - Gia Scruggs

Gia Scruggs, Finance Director, gave a presentation. She stated that this is the last year under contract with Mauldin and Jenkins and there is an aggressive timeline with a deadline of 12/31/22 to conclude all audit work. Mayor Cobble offered clarification on the extension request and explained that we have exhausted all requests for an extension.

Motion- made by Councilmember Rob Turner to approve the External Audit Engagement Letter. Councilmember Tara Graves seconded.

Motion passed unanimously.

Gia Scruggs stated that it is high priority to secure an auditor for FY2022.

c. For Decision - Purchasing Card Policy Amendment 2nd Read - *Gia Scruggs*

Gia Scruggs, Finance Director, gave a presentation.

City Clerk Sonya Isom read the Ordinance preamble.

Motion - made by Councilmember Tammy Grimes to accept the 2nd read of the Purchasing Policy Amendment. Councilmember Rob Turner seconded.

Motion passed unanimously.

There was clarification on the motion because the word "Card" was left out. Winston Denmark, City Attorney stated that the cleanest way to correct this would be to take the vote again. Councilmember Tammy Grimes restated her motion with the correction.

Motion – made by Councilmember Tammy Grimes to accept the 2nd read of the Purchasing Card Policy Amendment. Councilmember Rob Turner seconded.

Motion passed unanimously.

d. For Decision - Purchasing Policy Amendment 2nd Read - *Gia Scruggs*

Gia Scruggs, Finance Director, gave a presentation.

City Clerk Sonya Isom read the Ordinance preamble.

Motion – made by Councilmember Tara Graves to approve the 2nd read of the Purchasing Policy Amendment. Councilmember Tammy Grimes seconded.

Motion passed unanimously.

e. For Decision - Position Request - Deputy Finance Director - *Gia Scruggs*

Gia Scruggs, Finance Director, gave a presentation.

Mayor Pro Tem George Turner asked if there were other vacant positions within the Finance Department at this time. Gia Scruggs clarified that there are two positions currently vacant. George Turner asked about the urgency of this item as we are currently in the middle of a budget cycle. Gia Scruggs stated that there is a lot of back work that needs to be done to bring the financial operations up to the city standard. She stated that waiting to the beginning of the year, with the projects coming in the next 30/60 days, will put us behind. She confirmed that having someone in this position would lend help to getting those things accomplished without any gaps of service.

Mayor Jazzmin Cobble stated that because of Real Estate matters, waiting to fill this position would cause the city to be behind.

Councilmember Tammy Grimes inquired if the new Deputy Finance Director would be able to alleviate some of the responsibilities of the vacant positions in the department. Gia Scruggs explained that although they may be able to assist, those duties would not be a part of their job responsibilities. She also clarified that the vacant positions within the Finance Department will fund the Deputy Finance Director position.

Councilmember Rob Turner inquired as to when the Finance Director would like to have this position filled. Gia Scruggs explained she would like to get the advertisement out this week, but this process could take a couple of months to fill.

Motion - made by Councilmember Rob Turner to approve the Deputy Finance Director position budget adjustment request. Councilmember Tammy Grimes seconded.

Motion passed unanimously.

- f. **For Decision** - Transportation Masterplan Initiative - Bike, Pedestrian, and Path Study - Gia Scruggs

Gia Scruggs, Finance Director, gave an introduction on behalf of the Engineering Department. Mayor Cobble confirmed the Masterplan went before the Transportation committee but had not previously come before Council. Gia Scruggs stated the RFP will be funded through the FY22 budget.

Motion - made by Councilmember Rob Turner to approve to Transportation Initiative Master Plan Bike, Pedestrian, and Path Study. Councilmember Tammy Grimes seconded.

Motion passed unanimously.

- g. **For Decision** - Invoice Payment Approvals - Gia Scruggs

Gia Scruggs, Finance Director, gave a presentation. She stated this invoice covers landscape maintenance, the chief building official, and Clear Track HR call center services.

Motion - made by Councilmember Tara Graves to approve the referenced invoice payments. Councilmember Tammy Grimes seconded.

Motion passed unanimously.

IV. EXECUTIVE SESSION

(When an executive session is required, one will be called for the following issues: 1) Personnel, 2) Litigation, 3) Real Estate)

V. ADJOURNMENT

Meeting adjourned at 7:12 pm

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If you need auxiliary aids and services for effective communication (such as a sign language interpreter, an assistive listening device or print material in digital format) or reasonable modification to programs, services or activities contact the ADA Coordinator, Sonya Isom, as soon as possible, preferably 2 days before the activity or event.