



CITY COUNCIL WORK SESSION

Monday, October 07, 2024 at 6:00 PM
Council Chambers and YouTube Livestream

Website: www.forestparkga.gov

YouTube: <https://bit.ly/3c28p0A>

Phone Number: (404) 366.4720

FOREST PARK CITY HALL

745 Forest Parkway

Forest Park, GA 30297

The Honorable Mayor Angelyne Butler, MPA

The Honorable Kimberly James

The Honorable Hector Gutierrez

The Honorable Latresa Akins-Wells

The Honorable Allan Mears

Ricky L. Clark Jr, City Manager

Randi Rainey, City Clerk

Danielle Matricardi, City Attorney

AGENDA

VIRTUAL NOTICE

To watch the meeting via YouTube - <https://bit.ly/3c28p0A>

The Council Meetings will be live-streamed and available on the City's

YouTube page - "*City of Forest Park GA*"

CALL TO ORDER/WELCOME:

ROLL CALL:

ADOPTION OF THE CONSENT AGENDA WITH ANY ADDITIONS / DELETIONS:

ADOPTION OF THE AGENDA WITH ANY ADDITIONS / DELETIONS:

CONSENT AGENDA:

1. **Council Discussion to purchase a 2025 Chevy Tahoe from Hardy Chevrolet for the Code Compliance Department-Procurement/Code Compliance Department**

Background/History:

The Code Compliance Department requests approval to purchase a vehicle for the newly hired Code Compliance Supervisor, as the Director's current vehicle will be reassigned. To maintain compatibility with other City Directors' vehicles, the department seeks approval to purchase the vehicle from the DOAS cooperative contract #99999-SPD-40199373 with Hardy Chevrolet Buick GMC for an amount not to exceed \$56,538, funded by ARPA.

2. **Council Discussion to enter into a contract with Rubio and Son Interiors, Inc. for the Exterior Renovation of the former Rite Aid Building for a Business Incubator** – Procurement/Executive Office

Background/History:

Rubio and Son Interiors, Inc. has been selected through cooperative contract #GA-STI0-040820-RSI to perform exterior improvements on the former Rite Aid building at 833 Forest Parkway, transforming it into a business incubator for culinary entrepreneurs. The project, costing \$126,876.13 and funded by CDBG funds 250-55-7410-54-2501, includes pressure washing, cleaning, minor demolition, and repair of water-damaged areas as detailed in the attached scope of work.

3. **Council Discussion on Lexipol Annual Renewal** - Procurement/Fire Department

Background/History:

FPFD has an annual subscription with Lexipol for fire operations procedures. The service provides an annual policy manual and daily training bulletins, annual fire supplemental manuals, annual fire procedures, and renewal of the learning platform for Fire and EMS personnel. The Forest Park Fires Department requests approval to renew the annual subscription for an amount not exceeding \$16,678.14.

4. **Council Discussion for Annual Lease Payment with Motorola Solutions** - Procurement/Fire Department

Background/History:

FPFD is requesting to pay \$34,869.30 for the annual lease payment for radios and radio equipment through the Sourcewell cooperative contract #042021-MOT for Radio Communications. The leasing period will be 11/1/2024 through 10/31/2025.

5. **Council Discussion to Purchase eighteen (18) Additional Security Cameras** – Procurement/IT Department

Background/History:

The IT department, nearing completion of the citywide security camera upgrade to a cloud-based platform, requests approval to purchase 18 additional cameras for fire station bays and other locations not covered in the original plan at a cost not exceeding \$19,796.06, using DOAS cooperative contract #99999-SPD0000172-014 with Southern Computer Warehouse, funded by budget line 100-24-1535-52-3203.

6. Council Discussion for Stryker Annual Service Renewal (Year 3) - Procurement/Fire Department

Background/History:

Renewal of Stryker Annual Service Agreement for Lifepaks & Lucas. Services include parts and labor, annual inspections, battery replacement, product equipment, and replacement parts. Request approval for the third-year renewal period 11/1/2024 through 10/31/2025 for an amount not to exceed \$23,580.58.

7. Council Discussion to purchase a Fire Alarm System and Installation at the Police Department-Procurement/Police Services

Background/History:

The Forest Park Police Department, which operates 24/7 and houses various critical services, needs a new fire alarm system at 320 Cash Memorial Boulevard because the current system is inoperable. Ultimate Security, the City's existing fire system monitoring vendor, has been selected for the project at a cost of \$19,500, funded through the American Rescue Plan Act (A.R.P.A.), under Line Item # 253-24-1535-52-1003.

8. Council Discussion for a Blanket Purchase Order (PO) For Smyrna Police Distributors to Purchase Uniforms-Police Department

Background/History:

The Forest Park Police Department is seeking council approval for a \$20,000 Blanket Purchase Order with Smyrna Police Distributors to efficiently procure uniforms and equipment for officers throughout the year.

9. Council Discussion and Approval for Blanket Purchase Orders (PO) for the Purchase of Uniforms/Equipment and Office Supplies-Procurement/Police Department

Background/History:

The Police Department, in collaboration with the Procurement Division, is seeking Council approval for Blanket Purchase Orders to ensure officers are properly equipped, and staff has the necessary office supplies. The requested approvals include \$50,000 for Tactical Gear through a cooperative contract with Clayton County, \$20,000 for Smyrna Police Distributors through a DeKalb County contract, and \$15,000 for Staples through a DOAS contract. Funding will come from the General Fund for uniforms, rainwear, and office supplies under line items 100-31-3210-53-1702 and 100-31-3210-53-1102.

10. Council Discussion to purchase of two (2) fleet vehicles for Public Works-Procurement/Public Works Departments

Background/History:

As part of the vehicle replacement initiative, the Public Works Department, in collaboration with the Procurement Division, is requesting approval to purchase two (2) replacement trucks to enhance the Fleet and Building Maintenance divisions' operational efficiency. The purchase, totaling \$95,614, will be made through the DOAS cooperative contract #99999-SPD-ES40199373-005 with Hardy Chevrolet Buick GMC Inc. The breakdown includes \$36,070 for a 1500 Chevrolet Silverado for the Fleet Division and \$59,544 for a 2500 Chevrolet Silverado for the Building Maintenance Division, funded by Capital Vehicles: 301-51-1540-54-2503.

- 11. Council Discussion to purchase a Landscape fleet vehicle for Public Works-Procurement/Public Works Departments**

Background/History:

The Public Works Department, in collaboration with the Procurement Division, is requesting approval to purchase a 2025 NPR Gas Crew Cab Landscape truck for \$74,009 from Bellamy Strickland, the lowest responsible bidder, as part of the vehicle replacement initiative to support Parks and Recreation operations, funded by Capital Vehicles: 301-51-1540-54-2503.

- 12. Council Discussion and Approval for the Purchase of Playground Swing Set for Perkins Parks-Procurement/Public Works**

Background/History:

As part of the City's ongoing efforts to enhance parks, staff proposes purchasing playground swing equipment for Perkins Park in Ward #4, the only park still lacking a swing set. This request aims to fill that gap and improve recreational opportunities for children. The proposal includes materials and labor, with cost savings from the in-house installation of rubber mulch. The total cost of \$20,868.94 will be funded from the ARPA budget, and the equipment will be purchased through the Sourcewell cooperative contract with Playsouth Playground Creator. Approval is requested from the Council.

- 13. Council Discussion on the Conversion of a Heavy Equipment Operator Position to a Maintenance Worker Position – Public Works Department**

Background/History:

The Public Works Department proposes converting one of the three vacant Heavy Equipment Operator positions in the Street Division to a Maintenance Worker position to better align with operational needs. Most tasks involve general Right-of-Way maintenance rather than specialized equipment use. This change would broaden the applicant pool without increasing costs, as the Maintenance Worker role falls into a lower pay tier. If approved, the department will update the organizational chart and necessary documentation.

- 14. Council Discussion for the Purchase of 2025 Chevy Tahoe-Procurement/Public Work Departments**

Background/History:

As part of the City's aging vehicle replacement initiative to replace the 2010 model currently used by the Deputy Director of Public Works, the Public Works Department, in collaboration with the Procurement Division, is requesting approval to purchase a 2025 Chevrolet Tahoe from the DOAS cooperative contract #99999-SPD-ES40199373-005 with Hardy Chevrolet Buick GMC Inc for an amount not to exceed for \$57,188.00 from Capital Vehicles: 301-51-1540-54-2503.

- 15. Council Discussion for Floor Replacement at 696 Main Street-Procurement/Recreation & Leisure Services Departments**

Background/History:

The Recreation and Leisure Services department plans to upgrade the flooring at the Leonard Hartsfield, Sr. Community Center, removing old tiles and carpet and installing new floor tiles. The materials will be purchased from Home Depot for \$16,347.20, and the labor will be provided by Accurate Property Services for up to \$24,121.14, bringing the total project cost to \$40,468.34, funded by ARPA.

NEW BUSINESS:

- 16. Council Discussion on the Consideration of the Re-Enacting of the Forest Park Noise Ordinance-Executive Offices**

Background/History:

The City of Forest Park is proposing an ordinance to regulate the use of consumer fireworks by requiring a special permit, except on designated holidays, to ensure community safety and welfare. Additionally, the city council will review the re-enactment of the noise ordinance, outlined in Title 11, Chapter 5, Section 11-5-1 of the city's code of ordinances.

- 17. Council Discussion on a Task Order to provide for the design of three restroom structures that will serve different areas throughout Starr Park- Executive Offices**

Background/History:

The original plan for Starr Park included pre-engineered restroom structures as part of the bid package, but architects have determined that designing and building custom restrooms would be more cost-effective. CROFT will create two designs for three restrooms: one for a single male and female restroom to be used in two areas of the park and another for a double restroom for the Amphitheatre. These designs will be part of the overall park design package, covering architectural, structural, mechanical, electrical, and plumbing aspects. If the City Council approves, the design will proceed on the same timeline as the rest of the park project.

- 18. Council Discussion on the City of Forest Park Financial Policies-Finance Department**

Background/History:

Financial policies provide written guidance for how the City of Forest Park officials and staff should approach fiscal issues and core financial areas. To continue providing healthy financial support to

the citizens of Forest Park for services and infrastructure maintenance, the financial policies ensure accountability, minimize confusion on the direction to follow, protect the city, and help determine the city's fiscal stability.

19. Council Discussion of a Resolution to Establish a Rehire Eligibility Policy-Human Resources Department

Background/History:

The Human Resources Department would like the governing body to consider and adopt a Resolution establishing a Rehire Eligibility Policy. This policy aims to provide former employees who voluntarily left the City of Forest Park on good terms with the opportunity to be considered for re-employment.

20. Council Discussion on Clayton County Landbank Appointment- Planning and Community Development Department

Background/History:

The Land Bank, created in 2014 with the County and Forest Park as its original members, has a board of eleven members, with each of the seven cities holding one seat and the County holding four. The City Manager recommends appointing the Planning & Community Development Director to represent the City on the Clayton County Landbank.

21. Council Discussion on the Presentation by Kimley Horn for Pedestrian Bridge Feasibility Study Update-Planning and Community Development Department

Background/History:

Kimley Horn has been working to complete a feasibility study for the Forest Park Pedestrian Bridge. Per the timeline provided to staff by Kimley Horn, the draft feasibility study report is nearing completion, and they would like to share the progress made through stakeholder interviews, visioning sessions, pop-ups, an open house, and online engagement.

22. Council Discussion to approve Case # CUP-2024-02- Conditional Use Permit for 4914 West St. to establish a childcare center from Infancy to Pre-Kindergarten within the Multiple-Family Residential District (RM)-Planning and Community Development Department

Background/History:

The applicant is requesting approval for a Conditional use permit to own and operate a daycare center within the Multiple-Family Residential District (RM). **Per Sec 8-8-32. – Multiple Family Residential District (RM), Pre-k facilities and daycare centers require a conditional use permit to operate within the Multiple-Family Residential District.** On September 19, 2024, the Planning Commission voted to approve the Conditional Use Permit Request. If the Mayor and Council approve the Conditional Use Permit Request, the applicant will move forward with her business plans to own and operate a childcare facility serving children from Infancy to Pre-Kindergarten.

23. **Council Discussion to Deny Case # CUP-2024-03- Conditional Use Permit for 1042 and 1044 Main St. to establish a childcare center and preschool for children between the ages of 6 weeks to 12 years old within the Downtown Mainstreet District (DM)-Planning and Community Development Department**

Background/History:

The applicant is requesting approval for a Conditional use permit to own and operate a daycare center **within the Downtown Mainstreet District (DM). Per Section 8-8-30.- Downtown Mainstreet (DM), Pre-K facilities, and daycare centers require a conditional use permit to operate within the Downtown Mainstreet (DM).** On September 19, 2024, The Planning Commission voted to deny the Conditional Use Permit Request. This denial was based on the applicant not meeting the zoning criteria, staff recommendation, and safety concerns. If the Mayor and Council deny the Conditional Use Permit Request, the applicant will not be able to move forward with her business plans to own and operate a childcare facility for children ages 6 weeks of age to 12 years of age.

24. **Council Discussion to purchase thirteen (13) Vehicles for the Police Department-Procurement/Police Department**

Background and History:

The Forest Park Police Department is seeking approval to finance the purchase of thirteen (13) patrol and administrative vehicles through the Georgia Municipal Association Direct Installment Program at a 4.89% interest rate, with payments of \$285,726.30 spread over three installments. This purchase will replace outdated vehicles, reduce high maintenance costs, and support the department's mission. The vehicles, costing up to \$817,838.00, will be purchased through the DOAS cooperative contract with Wade Ford using Capital and ARPA funds.

25. **Council Discussion on the Renaming of Parks and Recreation Division to Grounds Maintenance Division– Public Works Department**

Background/History:

The Parks and Recreation Division within the Public Works Department, primarily responsible for landscaping, maintenance, and repairs of city properties, is requesting a name change to the Grounds Maintenance Division to prevent confusion with the Parks and Leisure Department, which oversees recreational programming and park events.

26. **Council Discussion on the Renaming of Trade Specialist Division to Building Maintenance Division – Public Works Department**

Background/History:

The Trade Specialist Division within the Public Works Department is responsible for maintaining systems and infrastructure across City buildings and structures. The current division name, "Trade Specialist," does not clearly reflect these responsibilities, particularly for external audiences or job applicants. Renaming the division to the Building Maintenance Division provides a more accurate representation of the team's scope of work and functions. Additionally, staff believes that this name

change will attract more qualified applicants for the currently vacant positions, as the new title will provide a clearer understanding of the job's nature and duties.

EXECUTIVE SESSION: (When an Executive Session is required, one will be called for the following issues: Personnel, Litigation, or Real Estate).

ADJOURNMENT:

In compliance with the Americans with Disabilities Act, those requiring accommodation for meetings should notify the City Clerk's Office at 404-366-4720 at least 24 hours before the meeting.