



## CITY COUNCIL WORK SESSION

Monday, September 19, 2022 at 6:00 PM  
Council Chambers and YouTube Livestream

### MISSION STATEMENT

It is the mission of the City of Forest Park to enhance, strengthen, and grow our city by collaborating with our community to provide the highest level of service. Striving to be recognized as a diverse community that values and respects all members. We will strive to provide fair, professional, and courteous service through transparency and open communication. As we work to achieve this mission, we will have integrity beyond reproach while employing fiscal discipline and innovation. In this work there are no praises and raises for mediocrity.

**Website:** [www.forestparkga.gov](http://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 Allan Mears

The Honorable Dabouze Antoine  
The Honorable Latresa Akins-Wells

Dr. Marc-Antonie Cooper, City Manager  
S. Diane White, City Clerk  
Mike Williams, City Attorney

## AGENDA

### VIRTUAL NOTICE

**DISCLAIMER:** For in-person attendance, all CDC requirements of Masks and Social Distancing is recommended.

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

The Council Meetings will be livestream and available on the City's

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

**CALL TO ORDER/WELCOME:**

**ROLL CALL - CITY CLERK:**

**CITY MANAGER'S REPORT:** Dr. Marc-Antonie Cooper, City Manager

**PRESENTATION(S):**

1. **Staff Presentation Regarding Ongoing and Planned PIO Activities** – Public Information Office

#### Background/History:

The Public Information Office exists to ensure that information released by the City of Forest Park is timely, accurate, comprehensive and relevant to all aspects of communications with the general public, internal staff and members of the media. It is the mission of the Public Information Office to promote and enhance

city government via media relations, print and digital publications, social media, marketing campaigns and the city's website. A comprehensive presentation is to be provided to city council regarding current and planned office activities.

2. **City of Forest Park Fiscal Year 2020-21 Final Audit & Findings** – Finance Department

**Background/History:**

Mauldin & Jenkins report out on the Annual Audit for Fiscal Year 2020-2021

**NEW BUSINESS:**

3. **Council Discussion Regarding the Renovation to an Existing Structure for Emergency Operations Center (E.O.C.)** – Department of Planning & Community Development/Fire and Emergency Services

**Background/History:**

Discussion to Authorize Approval to Award a Task Order to Precision Planning, Inc. (PPI) for a feasibility study and professional design services to the City of Forest Park for the renovation of an existing structure to house the Emergency Operations Center (E.O.C.). And to Authorize Approval to Award a Contract to Valentino & Associates, Inc. to provide for a legal description for the east parcel and one overall legal description to include the existing parcel where the new Public Safety Building is located. Department of Planning & Community Development/Fire and Emergency Services Department

The proposal is to renovate an existing facility located adjacent to the new Gillem Public Safety Building in Gillem Logistics. Once completed, the building will house the Emergency Operations Center (EOC). The existing facility is located on Anvil Block Rd. and consists of a load bearing block structure with steel roof framing, low slope roof and brick veneer. The renovated facility will be based on one of four floor plan design options provided by the PPI and will consist of office space, breakout conference rooms, restrooms, locker rooms with showers, breakroom, quiet room, and a large open war room. PPI shall provide preliminary design services to determine the feasibility of the project.

4. **Council Discussion on Entering into a Service Agreement with Lexipol** – Fire & EMS Department

**Background/History:**

FPPD would like to purchase an Annual Service Agreement with Lexipol that includes an annual subscription with FireRescue1 Academy. This vendor is the sole source vendor that provides Standard Operating Procedures and Fire Standards specifically for Fire Departments. It also provides a scenario-based learning platform for the fire service staff. The services are geared to keeping firefighters safe, reduce liability, improve policy understanding, enhance accountability and following best practices.

5. **Discussion to Execute an Agreement with Georgia Power Company to Install Outdoor Lighting for the new Public Safety Building at Gillem**– Planning and Community Development Department

**Background/History:**

Discussion to Authorize Approval to Execute an Agreement with Georgia Power Company to install (10) 225 w LED area outdoor lighting system for the new Public Safety Building. Georgia Power Company will retain ownership of the system. The agreement is a standard operating lease-1-month agreement that automatically renews month to month. The lease price is fixed. All materials, labor, energy and

maintenance to operate the system is included in the agreement. Department of Planning & Community Development

**Background/History:** The new Public Safety Building at Gillem will require a total of (10) 225w outdoor lighting fixtures. Georgia Power Company has installed about 95% of the lighting at Gillem Logistics and would add this project to its portfolio at Gillem. Georgia Power Company will monitor and maintain the lighting system. The signed agreement will allow Georgia Power Company to prepare for construction, and move forward with ordering materials

6. **Council Discussion to Approve a 2nd Round of Employee Premium Pay – Executive Offices**

**Background/History:**

The City of Forest Park was approved and has received its second round of American Rescue Plan Act (APRA) funds in the amount of \$3,738,098.00. Under the United States Department of Treasury guidelines Employee Premium Pay is an acceptable use for these funds. This is a resolution requesting for a 2nd round of one-time Employee Premium Payments to all full-time staff on payroll and not on probation in the amount of \$2,500.

It is further requested that any new full-time staff hired prior to October 1, 2022, payments be held in abeyance until such individuals have successfully completed their 6-month probationary period and then paid in a lump sum. Under this resolution the Employee Premium Payments would be expended in full no later than April 28, 2023. Under the guidance provided all APRA grant funds must be expended by December 31, 2026.

The City Manager is seeking direction from council on how they would like staff to proceed in this matter.

**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 Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 404-366-1555.