



CITY COUNCIL WORK SESSION

Monday, October 21, 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:

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CONSENT AGENDA:

- 1. Council Discussion for Vehicle Exhaust Removal System for Fire Stations 1 & 2 - Fire & EMS Department**

Background/History:

In January 2022, City Council approved the Forest Park Fire Department to accept an awarded grant for the purchase of a Vehicle Exhaust Removal System for 2 of our Fire Stations in the amount of \$173,871.81 with the City's match being 10% equaling \$17,387.19. The total amount of the system was quoted by SafeAir Corporation at \$191,259 in 2023. However, upon completion of the work the cost increased to a total cost of \$202,097. This increased the City's obligation by \$10,838.00.

Once the city receives the AFG grant funds, we will amend the budget to transfer \$173,871.81 to general funds and pay it using budget line item 100-61-3510-53-1106. The remaining balance, \$10,838.00, will also be paid using budget line item 100-61-3510-53-1106.

2. Council Discussion on the Renaming of the Trade Specialist Position to Building Maintenance Technician– Public Works/ Human Resources

Background/History:

The Building Maintenance Division within the Public Works Department handles the maintenance of systems and infrastructure across City buildings. Their work includes tasks such as:

- Carpentry: Fabricating, repairing, and installing items like shelves, doors, and windows.
- Plumbing: Repairing or replacing faucets, valves, sinks, and unblocking drains.
- Painting and Electrical: Performing electrical repairs, painting, and masonry work.

The current job title, "Trade Specialist," does not clearly describe these duties, especially for external applicants. The department proposes renaming the position to "Building Maintenance Technician" to better reflect the responsibilities and attract more qualified applicants. Staff believe this change will provide clarity about the role and help fill vacant positions with a broader and more qualified pool of candidates.

If approved, the department will adopt the title change and update all related documents, signage, and communication materials accordingly.

NEW BUSINESS:

3. Council Discussion on a Partnership with Clayton State for Continuing & Professional Education – Executive Offices & Human Resources

Background/History:

The Executive Offices seeks approval for a strategic partnership between the City of Forest Park and Clayton State University's Continuing & Professional Education (CPE) program. This collaboration will provide targeted professional development opportunities for our employees in key areas such as Microsoft Office, business writing, customer service, and professional etiquette. This initiative aligns with the **Operational Efficiency (O)** pillar of the **ONE Forest Park** program, ensuring that our workforce remains skilled, competent, and equipped to serve the citizens of Forest Park effectively.

4. Council Discussion on the Presentation from Walking In Authority Teen Council- Councilwoman Akins-Wells, Ward 4

Background/History:

The **Walking In Authority Teen Council (formerly the Forest Park Teen Council)** was founded in 2008 by Mayor Pro-Tem Sparkle K. Adams with a group of students from Forest Park, and became fully active in 2009. It was formed to engage teens ages 13-19 from local schools, with elections held for positions like Teen Mayor, Councilperson, City Manager, and City Attorney. Since then, the council has been involved in various community activities, including clean-ups, mock trials, voter registration drives, and leadership training.

Sparkle Adams is present to provide an overview of the Walking in Authority Teen Council.

5. **Council Discussion of the Comprehensive Classification Analysis & Compensation Study- Human Resources**

Background/History:

As part of the strategic objectives established during the FY '23 Budget Cycle, the Governing Body endorsed a contract with Gallagher for an in-depth Comprehensive Classification Analysis and Compensation Study. Our dedicated staff has engaged in close collaboration with the contractor to ensure that our wage and compensation framework is not only equitable but also strategically designed to cultivate a more progressive approach to attracting and retaining exceptional talent within the City of Forest Park. We are now prepared to present the findings of this study for consideration by the Governing Body.

6. **Council Discussion to extend the contractual agreements for On-Call Plumbing Repairs and Maintenance Services – Procurement/Public Works**

Background/History:

The Department of Public Works is requesting Council's approval to extend the contractual agreements with the following two plumbing repair and maintenance contractors:

MaxAir Mechanical

The Plumbing Shop Inc., DBA Quick Action Plumbers

These contractors have been providing on-call plumbing repairs and maintenance services to the City, supplementing the Public Works Department's staff. The initial contract term was for three years, and after reviewing the performance of both firms, the Department is recommending a two-year extension to continue utilizing their services.

The extension will allow these contractors to remain on an as-needed, on-call basis to perform specific plumbing-related task orders. The Department of Public Works will maintain the option to rotate the firms or allow them to compete for various projects throughout the City of Forest Park, including services for the City's different boards.

7. **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 a healthy financial support to the Citizens of Forest Park for services and infrastructure maintenance, the financial policies ensures accountability, minimize confusion on the direction to follow, protects the City, and helps determine the City's fiscal stability.

8. **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, open house and online engagement.

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 meeting accommodation should notify the City Clerk's Office at 404-366-4720 at least 24 hours before the meeting.