



**CITY OF FOREST PARK MAYOR & COUNCIL**

**City Council Work Session**

Monday, March 15, 2021 at 6:00 PM

Virtual Meeting Via Zoom and YouTube Livestream

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

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

**Phone Number:** (404) 366.1555

**FOREST PARK CITY HALL**

745 Forest Parkway

Forest Park, GA 30297

## Agenda

The Honorable Mayor Angelyne Butler, MPA

The Honorable Kimberly James

The Honorable Dabouze Antoine

The Honorable Hector Gutierrez

The Honorable Latresa Akins-Wells

The Honorable Allan Mears

Shalonda Brown, Interim City Manager

Sharee Steed, City Clerk

Mike Williams, City Attorney

### VIRTUAL MEETING NOTICE

**DISCLAIMER:** Due to COVID-19 Mayor and Council Meeting is only accessible to the public or media through web or teleconference until further notice. Please refer to the zoom information located below.

To join the meeting via Zoom:

<https://us02web.zoom.us/j/83515387991?pwd=OHO5NnhzbCtSeTU4dUpWRzM3UnFIQT09>

**Meeting ID:** 835 1538 7991

**Passcode:** 204090

**Join Zoom by Phone (One Tap Mobile):** Please dial 1 301 715 8592

*Meeting ID and Password are above*

**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".

*Please Subscribe to our YouTube page for notifications!*

**CALL TO ORDER/WELCOME:****ROLL CALL - CITY CLERK:****CITY MANAGER'S REPORT:** Shalonda Brown**COVID-19 UPDATE:** Deputy Fire Chief, Clemons and Division Chief, Joel Turner**OLD BUSINESS:**

1. **Discussion of the status of Venue Night Club operating at 4730 Frontage Road** - Councilmember Mears

**NEW BUSINESS:**

2. **Discussion to Approve an Agreement Between Georgia Power Company and the City of Forest Park to Provide Engineering and Design Services Related to Street Lighting Poles for Main Street Phase 2** - Director of Planning, James Shelby, Interim City Manager, Shalonda Brown

**Background and Summary**

Main Street Streetscape Project Phase 2 includes the existing spaces within the public rights-of-way between College Street (the Fountain) and Jonesboro Road. Phase 2 is divided into two parts. Phase 2A will extend from College Street (the Fountain) east to Phillips Drive. Phase 2B will extend from Phillips Drive to Jonesboro Road. Improvements includes new street lighting poles that will be engineered and provided by Georgia Power Company (GPC). GPC is asking to enter into a preliminary engineering and/or design services agreement with the City of Forest Park to create a list of construction drawings and a billable estimate to the City of Forest Park related to new street lighting poles.

3. **Discussion and Approval of Resolution 2021-13 for a Community Garden** – Tarick Maxwell, Recreation & Leisure Director and LaShawn Gardiner, Financial Analyst

**Background and Summary:**

The Georgia Department of Public Health with support from the Department of Human Services and the United States Department of Agriculture has available funding for eligible communities to develop Community Gardens through its Supplemental Nutrition Assistance Program Education (SNAP-ED) and Obesity Prevention Grant Program. Priority is given to applications that are received from communities that are part of the 5 SNAP-Ed funded public health districts. Clayton County is designated within the 5 SNAP-Ed public health districts. DPH will award at least 30 grants in the amount of \$2,500.00 for each approved garden site for FY21. The Department of Recreation and Leisure Services will spearhead this project if awarded.

4. **Discussion and Review of Ordinance to Provide for the Establishment of a Records Management Program and Records Retention Policy for the City of Forest Park** - Sharee Steed, City Clerk

**Background and Summary:**

The Records Management Plan and Retention Policy for the City of Forest Park needs to be updated and the Retention Schedule needs to follow the Local Government Record Retention Schedules provided by

the GA Archives. The City Clerk's office is custodian of all City Records and is requesting the adoption of the attached Ordinance to Provide the Establishment of a Records Management Program and Records Retention Policy as well as adopting the GA Archives Records Retention Schedule. This will assist us in the destruction of files that can be destroyed which will free up storage of files in the Archive Room.

5. **Discussion of Recruitment Police/Fire Initiatives** - Nathaniel Clark, Public Safety Director

**Background and Summary:**

It should be noted that enhanced recruitment is the foundation of any law enforcement agency/fire department. Agencies cannot hire the best and most qualified applicants if they do not attract them. As such, the Public Safety Department is seeking your approval referencing the discussed initiatives to aid in our efforts to recruit, hire and retain a diverse pool of applicants.

**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 706-864-6133.