



CITY COUNCIL WORK SESSION

Monday, May 01, 2023 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
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

James Shelby, Interim 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:

NEW BUSINESS:

- Council Discussion of a Change Order for the Main Street Streetscape Project - PCD**

Background/History:

The City awarded a contract to BRTU Construction, Inc. to construct Phase IIA Main Street Streetscape Project. The contractor submitted a cost proposal at the request of the city to install a new ornamental fence and additional drainage lines and other miscellaneous changes based on redesign of certain sections

of the proposed streetscape. The change proposal is outside the scope of the original contract and exceeds the Interim City Manager's authority and requires City Council approval.

2. **Council Discussion of Surplus items – Public Works Department**

Background/History:

The Public Works Department has received approval from the appropriate departments for their blessing on surplus items/vehicles/equipment. The vehicles will be placed on public surplus for auction and the broken no longer working equipment will be disposed of.

Please see attached documents for the listings we are requesting councils' approval for, so we can move forward with auctions and disposal.

3. **Council Discussion of transferring funds from one line item to another – Public Works Department**

Background/History:

The Public Works Department would like to transfer funds from one line item to another. Public Works is wanting to purchase tables and chairs for our training room. It is not equipped to sit in training for 4-8 hours at a time. We are sharing this space so the Fire Dept. also has a place to hold classes for the recruits. We will also be purchasing a conference table with chairs (the table will also be equipped with docking stations to connect for display on the tv. Purchase of rain pants, jackets, hydration pops, sprayer/ paint, flashlights and emergency wands, vests, painting the outside of fleet building. We have the funds in this year's budget, and this will allow us to move forward and not ask for it in capital for next year.

100-27-4900-52-1712 \$15,000.00 transfer to 100-27-4900-53-1105

100-27-4900-53-1270 \$25,000.00 transfer to 100-27-4900-53-1105

100-27-4900-52-3701 \$5300.00 transfer to 100-27-4900-53-1105

Please see attached quotes for the goods we are requesting councils' approval for.

4. **Council Discussion on Adopting Text Amendments– Planning & Community Development**

Background/History:

The City Council adopted a moratorium on blood plasma centers on October 3, 2022, and granted an extension of the moratorium on March 20, 2023. The purpose of the moratorium was to allow staff time to review the Zoning Ordinance and recommend a text amendment for the most appropriate zoning districts, based on an inquiry from a potential developer for such a center.

5. **Council Representative on Comprehensive Plan Steering Committee – Planning and Zoning**

Background/History:

The Atlanta Regional Commission is assisting the City in the update of our Comprehensive Plan. As part of the update process, a steering committee is being formed of various stakeholders to provide input.

It is proposed that Councilman Hector Gutierrez serve as the City Council representative on the Comprehensive Plan Steering Committee.

Staff is requesting Council approval of the resolution appointing the Councilman.

6. **Council Discussion on Sister Cities** – Legislative Department Councilmember Antoine

Background/History:

Councilmember Dabouze Antoine would like to have a discussion on sending fire equipment to Haiti.

ADDENDUM ITEM:

7. **Council Discussion and Approval to separate the City Clerk and Executive Assistant Position within the City Manager's Office.**

Background/History:

The City Clerk/Executive Assistant position is combined and according to the recent organizational audit by Mauldin & Jenkins the positions should be separate. The Executive Assistant position will report directly to the City Manager and Mayor. This position will handle all administrative duties and other duties as assigned. This split will not affect nor have a major impact on the position of City Clerk. It will just split the two positions and be more defined according to the updated job descriptions.

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.