



# CITY COUNCIL BUDGET RETREAT

Wednesday, May 01, 2024 at 8:30 AM

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

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Phone Number: (404) 366.4720

Kimpton Overland Hotel

2 Porche Dr.

Atlanta, GA 30354

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

Ricky L. Clark Jr, City Manager

Randi Rainey, City Clerk

Danielle Matricardi, City Attorney

## APPROVED MINUTES

**CALL TO ORDER/WELCOME:** Mayor Butler called the meeting to order at 9:06 A.M.

**ROLL CALL - CITY CLERK:** A quorum was established.

Attendee's Name	Title	Absent	Present
Angelyne Butler, MPA	Mayor, At-Large		✓
Kimberly James	Council Member, Ward 1		✓
Dabouze Antoine	Council Member, Ward 2 - <i>Via Zoom</i>		✓
Hector Gutierrez	Council Member, Ward 3		✓
Latresa Akins-Wells	Council Member, Ward 4- <i>Arrived at 11:27 A.M.</i>		✓
Allan Mears	Council Member, Ward 5		✓

John Wiggins, Finance Director; Jeremi Patterson, Deputy Finance Director; Nina Robinson, Senior Accountant; James Shelby, Interim Director of Planning & Community Development; Shalonda Brown, HR Director; Bobby Jinks, Public Works Director; Josh Cox, IT Director; Rodney Virgil, Level 2 Support Engineer; Pauline Warrior, Senior Management Analyst; Javon Lloyd, PIO; Derry Walker, Code Enforcement Director; Tarik Maxwell, Rec and Lesure Director; Rochelle Dennis, Interim Economic Director; Brandon Criss, Police Chief; Chief Clemons, Fire Chief; Dorothy Roper-Jackson, Court Director and Danielle Matricardi, City Attorney.

### NEW BUSINESS:

1. 8:30 a.m. – 9:00 a.m. – Continental Breakfast
2. 9:00 a.m. – 9:45 a.m. – Opening / Strategic Visioning / Budget Objectives

3. 9:45 a.m. – 10:00 a.m. – Break

4. 10:00 a.m. – 10:30 a.m. – Code Enforcement

City Manager, Mr. Clark, and Director Walker gave a brief presentation on Code Enforcement's Budget, noting the request to add a new vehicle and fill the supervisor's position.

5. 10:30 a.m. – 11:00 a.m. – Human Resources

City Manager, Mr. Clark, and Director Brown gave a brief presentation on the Human Resource Department budget, noting the request to add a new Risk Management Analyst position.

6. 11:00 a.m. – 11:30 a.m. – Planning & Community Development

City Manager, Mr. Clark, and Interim Director, Mr. Shelby, gave a brief presentation on Planning and Community Development's budget, noting that staff is moving business licenses from the finance department to the Planning and Community Development department.

7. 11:30 a.m. – 12:00 noon – Economic Development

City Manager, Mr. Clark, and Interim Director Dennis gave a brief presentation on the Economic Development budget, noting working on new branding pole flags around the main street corridor, improving the vacant home property list, and a comprehensive list of all empty commercial spaces.

8. 12:00 noon – 1:00 p.m. – Working Lunch (Municipal Court & Information Technology)

City Manager, Mr. Clark, and Court Administrator Ms. Roper-Jackson gave a brief presentation on the Municipal Courts budget, noting establishing a Generation Z court which deals with 17-25 years of age, renovation of the courtroom, and multi-cultural education session.

City Manager, Mr. Clark, and IT Director, Mr. Cox, gave a brief presentation on the Information Technology budget, noting the continuation of increasing the IT footprint, replacing outdated hardware, working with departments to make tools and data more readily accessible, and implementing cost-effective solutions.

9. 1:00 p.m. – 1:30 p.m. – Break

10. 1:30 p.m. – 2:00 p.m. – Recreation & Leisure

City Manager, Mr. Clark, and Recreation & Leisure Director, Mr. Maxwell, gave a brief presentation on Recreation & Leisure's budget, noting using CivicRec to help with online registration for the summer camp program and other programs and building a relationship with Forest Park High School.

11. 2:00 p.m. – 2:30 p.m. – Public Works

City Manager Mr. Clark and Public Works Director Mr. Jinks gave a brief presentation on the Public Works budget, noting a proposal to change a part-time sanitation position to a full-time position and move the sanitation administrative position to code enforcement.

12. 2:30 p.m. – 3:00 p.m. - Fire Department

City Manager, Mr. Clark, and Fire Chief Clemons gave a brief presentation on the fire department's budget, noting their six (6) strategic goals: Health and fitness, organizational development, strategic plan, employee recognition, communication, and technology. Chief Clemons also noted that the Fire Department had received over \$1,057,964 million in grants and is requesting to add four (4) EMS Lieutenant positions, One (1) EMS Coordinator to the EMS Captain position, and one (1) EMA Coordinator to the Division Chief position.

13. 3:00 p.m. – 3:30 p.m. – Police Department

City Manager, Mr. Clark, and Police Chief Criss briefly presented the Police Department's budget, noting bridging partnerships with Planet Fitness and Auto Zone, and assigned an officer to the Federal Task Force. Chief Criss also noted the Police Department's priorities are to purchase a command post, which is part of the five (5) year Capital Outlay Projects; train dispatchers to become Emergency Medical Dispatchers; incorporate a police uniform allowance of \$800 and funding for facility maintenance and repairs.

14. 3:30 p.m. – 4:00 p.m. – Finance

City Manager, Mr. Clark, and Finance Director, Mr. Wiggins, gave a brief presentation on the Finance Department budget, noting having twelve (12) positions total, with the exception of moving two (2) positions to the Planning and Community Development Department and leaving one (1) vacant position open. Mr. Wiggins also noted having three (3) goals to obtain: Employee Recruitment, financial sustainability and reporting, and maintaining well-developed policies, processes, and compliance.

15. 4:00 p.m. – 5:00 p.m. – Executive Offices & Legislative Offices

City Manager, Mr. Clark, noted that the only change that was made was a decrease in the Sister Cities fund. Mr. Clark noted that per City Attorney Matricardi, sister cities substantially benefit from having the city fund it. Mr. Clark also proposed having separate event line items for each ward instead of having separate event line items. Mr. Clark recommended not going over \$35,000- \$40,000.

Councilmember Akins-Wells noted wanting to have Friday Night's line item increased.

Councilmember James noted she does not think it should be separated and an amount should be allocated.

Councilmember James noted not going over \$35,000.

Mayor Butler noted not going over \$45,000.

Mayor Butler called for the vote not to exceed \$45,000. Councilmember James, Akins-Wells, Mears, and Gutierrez voted yes. Councilmember Antoine was not present for the vote.

Mr. Clark noted that expenses are included in the salary and that if voted on, the salary increase would not go into effect until the next mayoral election.

Mr. Clark noted getting a consensus from the council on the percentage for a raise. Councilmember Mears recommended 20%, Councilmember James recommended 20%, and Councilmember Gutierrez recommended 50%.

After some discussion, it was the consensus of the council to go with a 30% salary increase.

There was no discussion on the Executive Office budget.

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

**ADJOURNMENT:**

It was moved to adjourn the meeting at 6:36 p.m.

Motion made by Councilmember Akins-Wells, Seconded by Councilmember Gutierrez.

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, and Councilmember Mears.

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