



CITY COUNCIL WORK SESSION

Monday, November 18, 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

APPROVED MINUTES

CALL TO ORDER/WELCOME: Mayor Butler called the meeting to order at 6:01 pm.

ROLL CALL: A quorum was established.

Attendee's Name	Title	Absent	Present
Angelyne Butler, MPA	Mayor, At-Large		•
Kimberly James	Council Member, Ward 1		•
Hector Gutierrez	Council Member, Ward 3		•
Latresa Akins-Wells	Council Member, Ward 4		•
Allan Mears	Council Member, Ward 5		•

John Wiggins, Finance Director; Jeremi Patterson, Deputy Finance Director, Shalonda Brown, HR Director, Nigel Wattle, Public Works Interim Director; Deputy Fire Chief David Halcomb; Joshua Cox; IT Director, Pauline Warrior, Chief of Staff; Javon Lloyd, PIO; Derry Walker, Code Enforcement Director, Marsellas Williams, Economic Director; Nicole Dozier, Planning Community Director.; Talisha Clark, Procurement Manager; Dorothy Roper-Jackson, Court Director; James Shelby, Project Manager, Michelle Hood, Deputy City Clerk; Deidra Willingham; and Danielle Matricardi, City Attorney.

ADOPTION OF THE CONSENT AGENDA WITH ANY ADDITIONS / DELETIONS:

It was moved to adopt the consent agenda as printed.

The motion was made by Councilmember James and seconded by Councilmember Mears.

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

ADOPTION OF THE AGENDA WITH ANY ADDITIONS / DELETIONS:

It was moved to adopt the agenda as printed.

The motion was made by Councilmember Akins-Wells and seconded by Councilmember James.

Voting Yea: Councilmember James, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears. The motion passed.

CONSENT AGENDA:

There was no discussion on these items.

1. Council Discussion on the Approval of Fire Catt Annual Hose/Nozzle Testing-Fire & EMS Department

Background/History:

FPFD has an agreement in place with Fire Catt for three (3) years; 2024 being the final year of the agreement. This vendor performs the fire hose testing to include nozzles. Pricing is determined by actual feet of hoses. Other services included are pressure testing, id numbers and labeling, inspect outer jacket, inner liners, coupling and threads, inspect gaskets (replace if needed) lubricate couplings and apparatus connection points, tag any defected hoses and record data and reports.

\$3,906.40 will be funded by capital 300-61-3510-54-2502. \$8,000 will be funded by 100-61-3510-52-2203.

2. Council Discussion on the Approval of the Request of Blanket Purchase Order for (TEMS Consultants)- Procurement/Fire & EMS

Background/History:

Trinity EMS Consultants (TEMS) is a contracted vendor that provides patient billing services for the FPFD. We are requesting a Blanket Purchase Order for the remaining months of FY24-25 not to exceed \$20,000. On average, we are paying about \$2,200 per month for these services from the general fund:100-60-3610-52-3900.

3. Council Discussion on the Approval of the purchase of Computer Hardware-Procurement/ Information Technology

Background/History:

The IT department is seeking approval to purchase 20 laptops along with docking stations and monitors from the DOAS cooperative contract 99999-SPD-SPD0000060 with CDWG. This is a hardware purchase that was budgeted and part of our regular maintenance under our computer hardware refresh cycle.

4. Council Discussion on the Approval of a 6-month renewal for Nutanix Server Software-Procurement/Information Technology

Background/History:

The City's has two core host clusters that host all of the City's virtual machines. These host servers are manufactured and supported by Nutanix. Both the support and the virtualization software can only be provided by Nutanix and there is an annual renewal for the software/support. We historically have done the renewal for a 1-year term as that is standard but have elected to only do a 6-month term. The reason for this is we are beginning plans to migrate to new host servers for the new City Center. Depending on the timeline of that project, we would not want to extend the support past the point the current hosts are needed. Renewing 6-months at a time is not more expensive and provides us with some additional flexibility. IT requests the 6-month renewal period with InterDev for \$43,936.28 from the General fund.

- 5. Council Discussion on the Approval of a Task Order for Falcon Design to provide additional survey and perform environmental delineation as required by Starr Park Design Team-Planning and Community Development Department**

Background/History:

The architects for Starr Park are requesting an additional survey and an environmental delineation of a 3.23-acre site the city acquired from Clayton County. The site located southeast of Starr Park will be used for a proposed soccer field.

NEW BUSINESS:

- 6. Council Discussion on the Approval of the Beautification Committee Members Appointments – Code Enforcement Department**

Background/History:

Staff is seeking approval for re-appointments for (4) Beautification Committee Members for Beautification Committee Members: Ward 2 – Ann Keith, Ward 3 – Lashawn Boykin, Ward 4 – Lois Wright, at large – Kwadernica Rhea for a (1) year term. Staff is also recommending approval to appoint Zachary Lee to the Beautification Committee to represent Ward 5.

Director Walker noted that staff is seeking approval for one-year reappointments for Ann Keith, Lashawn Boykin, Lois Wright, and Kwadernica Rhea and one-year appointments for Zachary Lee.

Governing Body Comments/Discussion:

Councilmember James noted she had a few questions. She noted that her appointee resigned. Councilmember James asked what the purpose and vision of the committee were. She stated that the person who resigned noted that it was requested that they go door to door.

Director Walker noted that the bylaws require them to initiate and carry out beautification efforts. He said that they were never asked to go door-to-door. That was a job the Code Compliance Officers did to take any literature pieces, such as flyers.

Councilmember James asked if there had been any beautification efforts set forth by the committee.

Director Walker noted there have been some litter campaigns and cleanups. They are now in the middle of putting something together with the Economic Development Department and Recreation for Christmas. He noted that mostly, they are his efforts being brought forth.

Councilmember James asked if they were his efforts or the committee's efforts. Councilmember James noted that the committee is there, and she would like to hear from them directly.

Ann Keith noted they have presented ideas to Mr. Walker and the City Manager.

City Manager Clark noted that the Beautification Committee was created more so for litter campaigns and beautification efforts, which were outlined in the documents approved by this body.

Ann Keith noted that they understand their role and would like to be more involved. She said that they have no financial backup. She noted that there is really nothing for them to do but trash pickup. She stated that it would be nice to interface with the departments. Ms. Ann noted that one of their ideas was the fall decorations, and the city did it, but they were not involved. She wants the committee to be more involved in what is going on in the city.

Lois Wright noted that she thinks the literature should be sent out in Spanish because that is what most of her ward speaks. She notes that she goes door-to-door and invites them to a block party, which is the only door-to-door they do. Ms. Wright stated that if they could get the literature out to the Hispanics, they could be more involved.

Kwadernica Rhea added they would like to share their ideas and see some of them come to life. She noted they have drafted some ideas and want to collaborate.

City Manager Clark noted the excitement is incredible, but a lot of the things you have heard were not the purpose of the Beautification Committee to handle those functions. He said Ms. Ann does art, and that would not fall under what the Beautification Committee does. He noted it is to help Code Enforcement to make sure people are aware of the different code violations.

Councilmember James asked if that is the understanding they have as being appointed to this committee.

Ann Keith noted it was not.

Zachary Lee noted he has been serving Clayton for 12 years as a plumber, and his job involves getting rid of waste. He said that is why he was appointed to the board: to help keep the city clean. He said he is there to figure out their role and purpose and look for direction.

Councilmember James asked what she saw as her role on this committee. She wants to make sure everyone is on the same page. She stated she had a conversation with Ms. Adams, a former member, and just wants to know how the committee is going.

Lashawn Boykin noted that she is the appointee for Ward 3 and the secretary of the committee. She noted that she thinks the committee is moving in the right direction and concurs with what the ladies have said. She noted that they are trying hard and want to see the city look beautiful when riding the street. She noted that there is a list of things they are looking to get assistance with from the department heads and council. She noted that Mr. Walker has been doing a great job spearheading things.

Councilmember James noted some initiatives they had started, and she sent the email to Mr. Clark regarding the Art Committee. She noted that Ms. Ann had served on the Board, and that is something they had started for the Mural. She stated they did the art at Conley Road, and there is a committee out there, but she does not know if they can be combined with this one.

Mr. Clark noted he would not combine them because, according to the resolution, the committee was formed to initiate projects to assist with beautifying the City of Forest Park. He noted they were to identify areas for beautification and initiate letter management, cleanup projects, and neighborhood block parties designed to promote the city's beautification. He noted that if they are going to have an arts committee, it should be codified within the code.

Councilmember Gutierrez noted he thanks them because this is a voluntary role. He noted that it is proven that when the community takes on roles, things are more long-term. He noted that maybe they, as the governing body, should add them to the budget to do things.

City Manager Clark if they use the Code Enforcement budget.

Director Walker noted they do have a small budget for the committee.

Attorney Matricardi noted it was \$6,000.00.

Director Walker asked her if, she was sure.

Attorney Matricardi noted that is what is posted on the website.

Director Walker noted he thought it was \$1,000.00

Attorney Matricardi stated she will send it to the City Manager.

Councilmember Akins-Wells thanked Director Walker and noted it is a program that is needed. She said she wants them to know as Councilmembers, if they have any issues, they are available to them. She thinks they should go to the meetings to see what is going on and not listen to someone who has quit the board. She noted this is a representation of each of their wards and maybe they can give some funds to help keep their wards beautiful. She told Ms. Keith she does have a fence at Willie Finch Garden that can use some art.

Councilmember Mears thanked them for creating the committee and suggested that each Ward contribute some money to help them do the job.

7. **Council Discussion to Enter Into a Contract for Website Redesign and Replacement Services-**
Procurement/Executive Office

Background/History:

The City of Forest Park currently utilizes its dedicated website (www.forestparkga.gov) as a one-stop shop for information related to city services, news, department updates and online payments. Seeing that the website has not been updated in over five years, the city issued a Request for Proposal for website redesign and replacement services through the Office of Procurement. The project consists of providing overall website design, training and maintenance services for the implementation of a new website. Eleven (11) proposals were received, and after evaluation of the technical and cost proposals, the dedicated Evaluation Committee recommends awarding the project to the following highest scoring vendor: **Revize** (located at 150 Kirts Blvd., Troy, MI 48084). Staff is recommending approval of the submitted proposal from Revize for approval.

Talisa Clark, Procurement Manager, noted that they put out a form for solicitation and received 12 proposals, of which 11 remained responsive. She noted that a dedicated evaluation team consisting of city staff evaluated each proposal individually, and then they came together collectively to do interviews on the highest scores.

8. Council Discussion on the Approval of Ambulance and Emergency Service Equipment Agreement with The City of Hapeville Fire Department- Fire and EMS Department

Background/History:

The City of Hapeville is requesting to use one of FPFDD's ambulances on a temporary basis. The nature of the agreement is that both entities agree that the City of Hapeville Fire Department will take temporary possession of an ambulance owned by FPFDD. Hapeville employees will operate the ambulance and equipment. All employees operating the ambulance and equipment will be certified, trained and legally able to do so. The term of the agreement will terminate in one year unless extended.

The agreement is attached for review, discussion, and approval.

Chief Clemons noted that it is tradition for fire departments to share resources when the neighboring agencies have exhausted theirs, be it on calls or out of service; they request their partners to borrow equipment, vehicles, etc. She noted that it is a good partnership that they share resources.

Councilmember James asked with the one-year agreement, will they have the ambulance on site or just on call?

Chief Clemons noted it is upon request.

Councilmember Mears asked if that was going to run them short.

Chief Clemons noted it would not. They will always take care of the home first.

Mayor Butler asked if anything goes array with the vehicles, they will be responsible, correct.

Chief Clemons noted that is correct.

9. Council Discussion on the Approval of 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 ensure accountability, minimize confusion on the direction to follow, protects the City, and helps determine the City's fiscal stability.

The polices included in this agenda packet is as followed:

Accounting, Auditing, and Financial Reporting

Accounts Payable Policy

Budget Line Transfer and Amendment Process

Revenue Collection SOP

State Check Policy

Cash Receipts Policy and Procedures

Purchasing Policy

PCARD Policy

Travel Policy

Director Wiggins noted that the Finance & Accounting Policy will minimize confusion about the direction to follow, protect the city, and help determine the city's fiscal stability. He noted that the accounting policy provides the framework to operate in a consistent format. He stated all the policies are to ensure operational efficiency, and safeguard of assets.

Talisa Adams, Procurement Manager, noted the purchasing policy will be used as a guide for procuring goods and services. It will provide step-by-step instructions on how to process daily operations tasks and identify the do's and don'ts as it aligns with the city procurement code, federal state laws, and government practices throughout Georgia. She noted the policy defines the authority of the different users and notes splitting a purchase arbitrarily to avoid threshold methods and approval should not be done. She is hoping the policy gets approved by the governing body so they can conduct a vendor symposium on December 5 to speak with local vendors on how to do business with the city.

City Manager Clark noted Councilmember Gutierrez was inquiring about the Vendor Symposium; he noted it would be done in the chambers. City Manager Clark said this will be the second one throughout the last two quarters of the year.

Deputy Finance Director Patterson noted using the purchasing card is going to be timesaving, cost-efficient, and empowered with accountability. He said the department heads will oversee compliance ensuring purchases are legitimate and in line with policies. Director Patterson noted that the liaison will operate day to day reconciling the statements and uploading receipts. He said the P-card is for official city business only. Director Patterson pointed out that to maintain integrity, they have 3 internal controls to ensure compliance with purchasing guidelines and the procurement policy. He noted each card has a spending limit unless authorized by procurement. He said the P-card policy empowers employees to meet operational needs effectively while upholding the highest standards of financial integrity, complementing the existing procurement policy and allowing finance to serve the community with transparency.

Diedra Whittingham noted that the travel policy puts definition around being business-related. She said overnight travel will require the approval of both department heads, but ultimately the city manager and must be submitted prior to ten days before travel. She states it puts definition around how per diems, and reimbursement rates per the GSA rates. Deidra states that the policy also identifies reimbursable and non-reimbursable expenses. She noted there is a line item that talks about travel companions noting the city will not be responsible for any issues that arise.

Director Wiggins noted that concludes the presentation and they ask for this item to be approved.

Councilmember James noted he mentioned reconciliation is done in the revenue collection process. She asked if it was done throughout.

Director Wiggins noted yes, it is done during the monthly bank statement reconciliation

Councilmember James asked if things were being done equally during the procurement bidding process. She asked if they lean toward city-owned businesses or minority and women-owned businesses, but all things equal.

City Manager Clark asked if they could mention the procurement manager because he just mentioned this.

Talisha Adams noted that it encourages small business participation, but the informal procurement does not have to be advertised on the website necessarily but she does post it so there is more

Mayor Butler noted they stated random audits would be done and asked them how often.

Director Wiggins noted that if something comes up and needs to be investigated. He noted it does not mean they will bring in outside auditors, it will be done inside.

City Manager Clark noted that there were some minor changes made that are not reflected in the book and informed them what they were. He noted on page 283 that they were trying to go back and forth on why they would not introduce individual P-Cards, noting it should be the sole responsibility of the director and on the same page defining what the P-Card Coordinator and liaison are. He stated on 284, the title was City Administrator, not City Manager, and the same on 288 references Administrator. He noted the most substantive was on page 289, a mention of purchasing cards with specific transaction limits, including the requirement of three quotes on purchases of \$3000 that were not consistent with the 1000 usage, so he requested the number change to \$1,000.00. Mr. Clark stated on page 290, he told staff it is cheaper and safer to use ride-share when traveling out of state instead of needing a rental car. He noted on 295, as it relates to the offenses, it is recommended termination for whoever is not using the vehicle appropriately. 1:06

Mayor Butler noted there is no time frame just three consecutive offenses.

City Manager Clark noted that is correct.

Attorney Matricardi noted that one of the things with the purchasing policy was to make sure it was consistent with what was on the books of Ordinances. If the financial policy is approved, she asked that they adopt the ordinance on 275, and the text of the amended ordinance is on 278. She noted that it refers back to the purchasing manual so you do not have to keep amending the ordinance each time you approve the policy and to avoid any future conflict.

City Manager Clark noted that 3 purchasing policies were found, and the Finance department has done a fantastic job of putting the policies and procedures in place because there were none.

Mayor Butler asked for clarification is the request to approve this policy with the changes the city manager recommended, and the ordinance associated with it.

Attorney Matricardi noted that is correct.

10. Council Discussion on the Approval to purchase of Copier Rentals for use by citywide departments-Procurement/Information Technology Departments

Background/History:

For the past couple of years, the City has had individual leases for copiers. The Procurement division has worked to consolidate our copier leases from multiple vendors to a single, reliable source from the Sourcewell cooperative contract #030321-KON with NovaTech, an authorized distributor for Konica Minolta. This strategic move not only simplifies our administrative processes but also ensures consistency and efficiency across all our copier needs. Under this agreement, NovaTech will provide the city with the necessary devices, along with comprehensive support and maintenance services. This consolidation will streamline operations, reduce costs, and enhance the reliability of the departments' copier equipment.

Annual	Amount:	\$25,620.00
Funding Source: Various General Operating Accounts		

Talisha Adams noted the vendor has already been providing services to the city but there are individual contracts within the departments. She noted when she came on board, she wanted to make it a centralized contract for the city managed under one umbrella. She noted procurement will be working with IT and accounts payable for the billing of the 12 copiers.

Josh Cox, IT Director, noted there is nothing to add. He would like things under one umbrella with one contact. He noted this will help when you are having issues with the copiers.

11. Council Discussion on the approval of a Task Order for Precision Planning to provide Design Development Services for the new City Center-Planning and Community Development Department

Background/History:

The City is in the process of contracting with a Construction Manager at Risk (CMAR) for construction of the City Center building (City Hall, Municipal Court, Police Headquarters and Recreation Facility). The new facility will be based on Schematic Design drawings completed by Precision Planning, Inc. (PPI) in August 2024 and will be approximately 200,000 SF, including structured parking. PPI will provide Design Development Services and will coordinate with the CMAR during the preconstruction phase, per the Scope of Services outlined in the Task Order. Once the documents are finalized and a Guaranteed Maximum Price (GMP) is approved, a separate task order proposal will be requested and issued for Construction Documents (CD's) and Construction Contract Administration services.

James Shelby, Project Manager, noted he has presented concept plans and animations to the council of the new city center. He stated this task order is a design service to include civil engineering and landscape architectural drawings suitable for guaranteed maximum to include civil engineering at risk is hired and selected, they will work with a specific price, and the company will work within those parameters. He noted they would provide drawings, architectural interior structure, mechanical, fire protection, and electrical low voltage, amongst other things. He stated this would be done at the city's request. He noted this is the stage when they get ready to do the construction drawings and put them out for bid.

Councilmember James asked the difference between this item and item 12.

City Manager Clark noted one is an Architectural Firm, and the other one is a Civil Engineer.

Councilmember James asked if it was the same company.

City Manager Clark noted it was not.

Councilmember James asked why it says contracting with CMARD on both of them.

Mr. Shelby noted that Falcon will be assisting as staff for the review of the drawing. He stated that they do not have a civil engineer on staff and will not be the primary person overseeing this project.

City Manager Clark noted a construction manager at risk is a type of contractor they will bring before the governing body, that has gone through the bid process. He noted once they execute a guaranteed fixed price contract, that amount cannot change unless they, as owners, perform a change order. He said that's for the Construction Manager at Risk and number 11 is talking about the actual architecture, which is Precision Planning. He stated number 12 talks about hiring a civil engineer for the construction at-risk management contract.

Councilmember James what the 500,000.00 was for.

Mr. Shelby noted it is for architects.

12. **Council Discussion on the Approval of a Task Order for Falcon-Design to provide pre-construction assistance and construction administration for the new City Center Project-Planning and Community Development Department**

Background/History:

The City is in the process of contracting with a Construction Manager at Risk (CMAR) for construction of the City Center building that would include Administration, City Hall, Municipal Court, Police Headquarters and Recreation Facility. Falcon Design will provide support throughout the design and construction phase that would include pre-construction assistance and construction administration.

James Shelby noted this task order is to assist staff with preconstruction assistance and construction observation. He said they will attend the monthly meetings, make recommendations to the city and review monthly invoices. He stated they are on an as-needed basis. He noted in the task order there is a not to exceed, so it is not a fixed cost.

13. **Council Discussion on the Approval of the purchase of Administrative Vehicles-Procurement/Information Technology**

Background/History:

The IT department currently uses vehicles supplied by the Public Works Department. The vehicles that are currently being used are more than 10 years old and/or have over 150K miles. The IT department is requesting to purchase two small trucks as well as small cargo van from DOAS cooperative contract 9999-SPD-40199373 with Wade Ford. The cost for the van is \$46,210.00 and the cost for each truck is \$32,030.00 for a total cost of \$110,270.00 utilizing ARPA funds, which was approved during this year's budget meeting with City Manager and the Finance Director.

City Manager Clark noted they needed to correct something, because the use is not ARPA funds but general funds.

Talisha Clark noted that this is a cooperative contract with the Department of Administrative Services. She noted that Wade Ford in Smyrna will make the vehicles upon the issuance of a purchase order.

Director Cox noted he believes they are in stock and just need the purchase order. He noted that most of those vehicles have been around for a long time and have earned their money's worth. Director Cox stated they need their own personal vehicles.

Councilmember James noted now that they know it is not ARPA funds being used but general funds, does that mean it was not budgeted for?

City Manager Clark noted it was budgeted for. He noted that once it was done, it had to be brought back before the council for final approval.

14. Council Discussion on the approval of a Facility usage request – Recreation and Leisure Services

Background/History:

Hand, Heart and Soul Project (HHSP) is a nonprofit organization dedicated to nurturing, celebrating, and advancing the needs of the people they serve by providing equitable access to quality educational, nutritional, and community resources. Single Parent Alliance & Resource Center (SPARC), located in Gwinnett County, Georgia, is a 501(c)(3) nonprofit organization with a mission to empower and equip single parents with the tools, resources, and support they need to create healthy home environments and raise productive, successful children. SPARC envisions single parents becoming empowered and equipped to take their place among society's most successful families.

These two organizations are partnering to offer valuable resources and support to the Forest Park community, enhancing their collective impact and commitment to community well-being. They are going to do eight (8) Free Financial Literacy Class held once a month starting in December 2024 on Tuesdays. This class will help citizens within the City of Forest Park become financially literate.

Director Maxwell noted the recreation department is looking to start a Financial Achievement Club. He said it will be facilitated by the Hand Heart and Soul project, along with the Single Parent Alliance and Resource Center. He noted it is an 8-month program once a month from 6-8pm. He noted they will earn \$700.00 in incentives by completing 3 goals and also earn \$100.00 by increasing a credit score by 30 points and also earn \$100.00 by increasing their income by 10 percent. He noted it will be a pilot program starting with 10-12 participants.

Councilmember James asked how he will market for the participants.

Director Maxwell noted once approved they will put out marketing information in-house and to the residents. He noted if they do not want to participate, they will open it up to anyone.

City Manager Clark recommends tabling this item until the next meeting. He noted there were some details missing that he was not aware of. He noted he also needed to check the legality of this. City Manager Clark noted he was not aware that they were paying people to increase their credit scores.

Councilmember Gutierrez noted the city does not pay for this. The organization does. He noted they will be using the space once a month.

City Manager Clark asked if the organization was there.

Director Maxwell noted they were not.

City Manager Clark stated he recommends tabling the item.

Councilmember Gutierrez noted he does not know what to decipher. He noted that there are nonprofits that have done this in other spaces and are bringing it to the city.

City Manager Clark noted that he does his best to understand things before they are presented to the Governing Body. He said he was not aware of those components. He needs to make sure they are not listed in the agreements or the resolution. Mr. Clark noted that he has to ensure the city's protection.

Councilmember Gutierrez asked if they have to wait until the next meeting because he does not want to lose a partner potentially.

Mr. Clark noted unless the Governing Body grants the approval to move forward, he is not comfortable moving forward,

Councilmember Akins-Wells noted she will not vote on something and is unsure of it. She noted she want it to be fair and just because an organization is nonprofit, they can use the facilities for free. She said they have residents who cannot afford the facility and have to pay. She stated they need to come up with a policy for everyone and not a specific group of people, and the city should be getting something. She noted the residents and employees come first and they have to pay and ask them to take this into consideration. She said Tuesday is Wellness with Wells, and she will soon have to move to the community center and would like to know how that will work.

Mr. Clark noted they do have the upstairs facilities, and they are in the process of renovations which should be done by the end of the month. He noted with all the investments into the community center, he would like to bring it back in front of the board to look at the fee structure. He noted he does not think fee waivers have ever been on the agenda and were done internally, which he was uncomfortable waiving a fee that the governing body established.

Councilmember Akins-Wells asked if they said the upstairs was not available.

Mayor Butler noted it was not and there is a studio up there with very expensive equipment.

Councilmember Akins-Wells noted the equipment should be moved so they can utilize the whole building.

Mayor Butler asked if Hand Heart and Soul is that little.

Director Maxwell noted it was different.

Mayor Butler asked if it was the same person or different organizations. She asked if there was a reason they were not utilizing the facility by the middle school.

Director Maxwell noted this is a different organization and it is out of Gwinnett.

Councilmember Gutierrez asked for the name of the other organization.

Director Maxwell noted it was Single Parents Alliance.

Mayor Butler noted it is another reason to table.

It was motioned to table this item.

The motion was made by Councilmember Mears and seconded by Councilmember James.

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

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

ADJOURNMENT:

Mayor Bulter adjourned the meeting at 7:21 pm.

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

APPROVED