



CITY COUNCIL WORK SESSION

Monday, June 17, 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 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

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: The meeting was called to order by Mayor Butler at 6:00 pm.

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		✓
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; James Shelby, Interim Director of Planning & Community Development; Shalonda Brown, HR Director; Diane Lewis, Deputy HR Director; Director; Nigel Watley; Deputy Public Works Director; Fire Chief Latosha Clemons; Deputy Fire Chief David Halcomb; 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; Talisa Clark, Procurement; Brandon Criss, Police Dept.; Dorothy Roper-Jackson, Court Director, and Danielle Matricardi, City Attorney.

ADOPTION OF THE CONSENT AGENDA WITH ANY ADDITIONS / DELETIONS:

It was moved to adopt the consent agenda as printed.

Motion made by Councilmember James, Seconded by Councilmember Antoine.

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

ADOPTION OF THE AGENDA WITH ANY ADDITIONS / DELETIONS:

It was moved to amend the agenda to include item #18-FY 23-24 Budget Update.

Motion made by Councilmember James, Seconded by Councilmember Antoine.

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

CONSENT AGENDA: There was no discussion on these items.

1. **Council Discussion on the Renewal of JustFOIA-Open Records Request Software-** Executive Offices

Background/History:

JustFOIA is software designed to streamline and manage the handling of Freedom of Information Act (FOIA) requests. Automating and organizing various aspects of FOIA management aims to make the request and compliance process more efficient for government agencies and organizations. This renewal period will be from July 24, 2024, to July 23, 2025, and will cost \$10,326.75. The funding source will be line item 100-21-1320-52-3210-Internet Website Maintenance.

2. **Council Discussion on the Purchase of Bunker Gear-Ratification-** Fire and EMS Department

Background/History:

FPFD was approved for the purchase of twelve (12) sets of Bunker Gear in February 2024. In order to be in compliance with the City's Procurement procedures, this purchase needs Council approval for the purchase amount of \$35,844 with vendor Bennett Fire Products.

3. **Council Discussion of Task Order 2024.02b for additional renderings and animation of the City Center Project-** Planning and Community Development Department

Background/History: Precision Planning, Inc. (PPI) is currently completing Schematic Design services for the new Forest Park City Center project, including preparation of 3D rendered exterior elevations, four exterior elevations, and a bird's eye perspective are included in the scope of work for Task Order 2024.02a. To give the Citizens of Forest Park a better perspective and scope of the project, the city is requesting additional 3D renderings of the project interior and animation of the proposed project.

4. **Council Discussion of Task Order for CROFT to perform Design Development, Construction Documents/Permitting, and Construction Administration for Starr Park-** Planning and Community Development Department

Background/History:

The renovation of Starr Park is part of the City's Capital Improvement projects. The renovation of the 18-acre park is divided into two phases and is based on the approved Starr Park Master Plan. The renovation will consist of the following vertical and horizontal facilities: new pool house, stage, pavilions, restroom facilities, dog park, walking path, and basketball and sand volleyball courts, The design and amenities are in consultation with the City's Parks and Recreation Director and the City Manager.

5. **Council Discussion of Task Order FDC 2024.05 for Falcon Design to perform General Contractor Procurement and Construction Administration for the Rite Aid Renovation (Grapevine) Project-** Planning and Community Development Department

Background/History:

Precision Planning, Inc. (PPI) has completed the design and construction documents to renovate the existing Rite Aid building that will function as a business incubator. The staff is requesting to move forward with General Contractor Procurement and Construction Administration for the project.

6. **Council Discussion of purchasing one (1) Sutphen Heavy Duty Rescue Fire Truck for use by the Fire & Rescue Department** – Procurement Division

Background/History:

Consists of one (1) Sutphen Heavy Duty Rescue Fire Truck. Request to piggyback from the Sourcewell cooperative contract with Sutphen – contract #113021-SUT. Recommend award to:

Sutphen Corporation, 6450 Eiterman Road, Dublin, OH. 43016

AMOUNT NOT TO EXCEED: \$1,098,071.00

FUNDING SOURCE: Grant: \$500,000 and 2015 SPLOST: \$598,071.00

7. **Council Discussion on the Extension of HVAC Maintenance Contract with ABM-**Public Works Department

Background/History:

The Department of Public Works, in collaboration with the Procurement Division, is requesting approval for a month-to-month extension of the current HVAC maintenance contract with ABM. Although a bid document for these services has been prepared, this extension is crucial to ensure uninterrupted and adequate maintenance of our air conditioning units, particularly during the hot summer months. The extension will remain effective until a new vendor has been selected and approved by the council. Our current monthly bill with ABM is \$9,748, which will remain unchanged until the completion of the bid process.

Funding: Costs will be appropriated and paid monthly by each department under their Professional Services line-item budget.

OLD BUSINESS:**8. Council Discussion of an Ordinance Increasing Hotel-Motel Tax to 8%– Executive Offices and Legal****Background/History:**

The City currently imposes a 3% hotel-motel tax. State law provides that cities can increase the tax to up to 8% after adopting a resolution urging the passage of local legislation by the Georgia General Assembly. The subsequent resolution has been adopted and the legislation has been approved by the General Assembly to increase to 8%. It is now required that the City Council adopt an ordinance amending Chapter 5 (Hotel, Motel, Lodging Excise Tax) Within Title 3 (Finance) in the City Code of Ordinances.

City Manager Mr. Clark- noted the adoption of a Resolution in 2023, which the Governor has signed since then. If ratified, the increase will take effect in August 2024.

Comments/Discussion from Governing Body:

Councilmember Gutierrez noted that it seemed like a big jump from 3% to 8% and inquired if the governing body agreed. Mayor Butler responded that they all agreed and passed the resolution a few months ago. Mr. Clark added that it is in line with what other municipalities in Clayton County are charging for their Hotel-Motel taxes.

9. Council Discussion of a Memorandum of Understanding Between the City of Forest Park and Clayton County for GIS Services- Planning and Community Development Department

The purpose of the MOU is to provide planning and zoning GIS support services for the Department of Planning and Community Development in assigning addresses, updating zoning maps after rezoning, amending land use maps, and changing street names. The County's services under this MOU will be performed without fees from the City of Forest Park.

Mr. Shelby- noted that the Memorandum of Understanding (MOU) would allow the city to work with the Clayton County Planning Department for GIS Services. Mr. Shelby said the city currently does not have a mapping system, and working with the County would allow the City to update all of the zoning maps, such as rezonings, land use map amendments, name changes, etc., at no charge.

NEW BUSINESS:**10. Council Discussion of a Vehicle Take-Home Policy – Executive Office****Background/History:**

In 2020, the City Council enacted a policy pertaining to Take Home Vehicles. The City Manager presently seeks guidance on necessary revisions. Subsequent to the transition to a new administration team and the absence of complete historical records, the City Manager has drafted a comprehensive update to the Take-Home Policy, predicated on discussions with the Governing Body. This matter is presented solely for the purpose of initial review to solicit input from the City Council. (**First Read**).

City Manager Mr. Clark- noted having several committee meetings and meetings with the governing body; the one (1) main factor that came up was mileage and what would be allowed. Mr. Clark mentioned there were discussions in the smaller group meetings two (2) to three (3) years ago where there was action from the council. Mr. Clark noted that the current staff wanted to make sure there was

something on file, and he also stated that the policy before the council is First Read and that it is seeking recommendations and direction from the governing body.

City Manager Mr. Clark- mentioned there were discussions on one policy found for the Police Department that allowed the take-home provision to be 25 miles and the Fire Department's provision to be 30 miles. Mr. Clark noted that based on the previous information, both will be set to 30 miles with the following exceptions: the employee shall have completed the field training program or probationary period within the Forest Park Police and Fire Department and be in good standing with the Department. Only those officers who are determined to be necessary for call back on an emergency basis for incident response or investigations will be eligible for take-home privileges to residents within a 30-mile radius from both Forest Park Police Department headquarters as well as the Fire Department headquarters. For the police, the vehicles must be equipped as emergency response vehicles to qualify for this privilege. The positions of the Command Staff, including lieutenants under the chief of police and, subsequently, positions of Command Staff under the fire chief, are not confined to the 30-mile radius. The police and fire chief will respectfully determine those who qualify under the provision and report to the city manager annually for approval.

City Manager Mr. Clark also noted that the new policy provides for the submittal of an annual report to the city council identifying all of our take-home vehicles, including but not limited to the type of vehicle being driven, the employees' names and residences, and justification for additions and deletions to the overnight vehicle list. The city manager must approve additions and deletions to the overnight vehicle list and will include them in the subsequent report to the governing body officials. Mr. Clark concluded there was a consensus to go with the 30-mile radius.

Comments/Discussion from Governing Body:

Councilmember James- expressed her appreciation for the first reading and mentioned her struggles with the 50-mile radius proposal and vehicles not parked within the city limits. She noted possibly seeing different vehicles parked strategically within the city.

Councilmember Gutierrez- noted being okay with the 30-mile radius and uniformity with the Police and Fire Departments; he also expressed that he does not want to seem as if they are micromanaging employees but rather allow the chiefs and leaders to make adjustments when needed.

City Manager Mr. Clark - responded to Councilmember James, noting that the police department has started deploying "Drop vehicles." Chief Criss noted using one vehicle around one part of the city to help curve crime and mentioned they still have options to deploy and place vehicles strategically.

Councilmember Akins-Wells- agreed with Councilmember James about not going over 50 miles. She also expressed her opposition to voting to take vehicles away from those who use them, grandfathering them, and following the policy moving forward. Councilmember Akins-Wells noted that she agrees with the stationary vehicles. However, criminals will know, and she wants to see officers in the vehicles around the city. Mr. Clark noted that only one (1) employee falls under the 50-mile radius who is also a member of command and would be exempt.

Mayor Butler- inquired about the response time of one employee whose mile radius is over 50 miles to arrive at emergencies. Chief Criss noted a CID Detective's response time is about an hour; the officer attached to the task force may not need to come to the city, and his station varies daily. Mr. Clark noted that the CID investigator position would not be the first to respond.

11. **Council Discussion on GMA Pension Plan Agreement and Adoption of Ordinance-** Executive Office

Background/History:

As part of the City Manager's city-wide employee evaluation, a large percentage of employees stated that they would like to see a Pension Plan implemented. Earlier in the year, the City Manager is now presented the first full read of the proposed pension plan for input from the Governing Body and further approval.

Now that GMEBS Board of Trustees have finalized the document, the governing body must adopt the restated Adoption Agreement and Service Credit Purchase Addendum. If approved, our plan will begin August 1, 2024, with a service purchase window from September 1 - October 31st.

City Manager Mr. Clark- noted several conversations regarding the pension plan. He noted this would be the final step in officially adopting an ordinance that will be transmitted to the Georgia Municipal Association (GMA) and begin on August 1, 2024. Mr. Clark also noted that the fiscal impact of \$924,000 has already been budgeted for FY 24-25.

12. **Council Discussion on the Proposed FY 24-25 Budget-1st Public Hearing –** Executive Office

Background/History:

The Proposed Funded dollar amount of the FY24-25 Budget is \$41,893,897.00. The budget meticulously allocates resources across various city priorities and programs. These allocations are made with the intent to enhance public safety, improve infrastructure, promote economic development, and provide essential services. From maintaining our parks and recreational facilities to supporting educational programs and ensuring the upkeep of our streets and utilities, the budget is designed to meet the diverse needs of our community. The City Manager will present a full overview of the proposed budget.

City Manager Mr. Clark- noted that the projected FY 24-25 budget is \$41.8 million, with a forecasted 2% increase in revenues lower than previous years due to the contract with Waste Management. Mr. Clark mentioned that franchise fees should be increased, and staff have implemented Open Gov, which will allow complete transparency. Mr. Clark added that the staff was able to budget contingencies for \$341,500 and that there would be a mid-year budget review for any adjustments.

City Manager Mr. Clark- stated that the city will have collected an estimated \$34 million in projected property tax revenues; he also noted that charges and services for FY23-24 are estimated at \$1.3 million, a \$519,397 difference from last year.

City Manager Mr. Clark- noted that within the Legislative Department, there will be funding for community initiatives, capital ward projects, community events, emergency contingency funding for unknown occurrences, implementing streamlining events, and upgrading technology and communication by purchasing new iPads and a new agenda software system. Mr. Clark included each ward, including the Mayor-At-Large, which will receive \$45,000 and \$47,188 for capital outlay projects.

Comments/Discussion from Governing Body:

Councilmember Gutierrez- inquired about including recognition within sports. Mr. Clark responded that he was unsure if Recreation and Leisure added it to their budget; however, once they look at the budget, they can see the projected expenditures and suggested the governing body remind him of the request and will follow up with Director Maxwell. Mr. Maxwell noted the Recreation and Leisure department provides awards; however, the request was to provide banquets. Director Maxwell also noted that the space is provided to hold the awards ceremony and banquets; however, it has been requested to go off-site to have the banquets.

Councilmember Akins-Wells- noted that she did not believe the request was to have a banquet but more so recognition with trophies. Director Maxwell noted that each player receives a trophy and an award.

Councilmember James- noted that the recognition has been going on since her kids were little and would need to get clarity on the request.

Mayor Butler- inquired if anything would preclude the council from donating from their respective coffers. Mr. Clark noted no.

Councilmember Akins-Wells noted that she believes the city should not take on the responsibility of hosting banquets for every team but recognize every team.

City Manager Mr. Clark- noted staff will reach out to see the exact request.

Councilmember Gutierrez- noted that he believes in reaching out to the parents and coaches to see what they would like to do and suggested having a fun day for all the teams.

City Manager Mr. Clark- noted the approval of a pay compensation study Citywide several months back, which should be complete in August 2024. Mr. Clark added there will be a retreat with the Mayor and Council to go over the findings. Mr. Clark also noted that there are Personnel changes within the budget. Staff are working through the office of our Plo on a complete overhaul of our City website. Mr. Clark stated there will be an implementation of the city's pension plans and enhanced marketing efforts, and he also stated that the budget includes a 3% um cost of living increase across the board for all employees.

City Manager Mr. Clark- noted for FY24-25, the capital budget totals \$1.6 million, of which \$355,00 has been appropriated for Fire/EMS for technology enhancements, contractual services and suppression uniforms. The police Services capital budget is \$709,181, which includes patrol vehicles and a mobile command unit. The Public Works Department's capital budget is \$334,750, which includes three (3) F-150 pickup trucks, a Freightliner with a Hook lift system, and an F-250 pickup truck. The IT Department's Capital budget is \$299,000, including a desktop PC refresher, host server refresher, network equipment, and Wi-Fi refresher.

City Manager Mr. Clark- noted that code enforcement is working on new logos for city vehicles, creating literature for the Spanish and Asian communities, increasing beautification efforts, allowing a clothing allowance for all officers, adding a vehicle to the fleet, and providing employee appreciation funding. Mr. Clark also noted that the Economic Development Department has included quarterly business association networking events in its budget and hosted strategic planning retreats with the URA, DDA, and DA. Mr. Clark stated the Finance Department will continue to work on their monthly closeout procedures, submitting their annual reports by the due date, improving the budget process with a new platform, and improving accounting processes with updated procedures and policies.

City Manager Mr. Clark- expressed that the Fire and EMS Department has ongoing facility improvements, a complete overhaul of the HVAC system, a replacement of Fire Station 2, two (2) new rescue trucks, a heavy-duty truck, three (3) staff vehicles, a tower truck replacement, thermal imaging cameras, and employee appreciation. Mr. Clark stated for the Human Resources department, the addition of a Risk Management Analyst position, a full roll-out of the ADP performance module, and a paperless initiative. Mr. Clark mentioned that the IT department would purchase two (2) new vehicles, an additional MDT (in-car Computer) refresher, and replace 25% of desktops citywide. Mr. Clark noted that the Municipal Court wants to implement an electronic system, redesign the court's website, establish a Gen Z court, and establish a multi-cultural education session. Ms. Roper-Jackson included that the Gen Z court will cater to the age group of 17-25-year-olds and will allow citations to not go on their records.

City Manager Mr. Clark- noted the addition of a new director for the Planning and Community Development Department, the modernization and digitization of the offices, the transfer of business license functions to PCD, the audit of the zoning overlay districts, and the hiring of an additional entry-level planner. The Police Department will continue with ongoing facility upgrades, ensure all slots are filled, and enhance community events. Mr. Clark stated that E-911 will continue with ongoing 911 digital upgrades, interoperability between Forest Park and other agencies within Clayton County for animal control, and an updated fleet for animal control officers. The Office of Public Works will continue to update its equipment and bring in one (1) part-time employee to full-time status. Mr. Clark concluded that the recreational and leisure department will continue to monitor all events and activities with additional security opportunities and build a strong partnership with businesses.

Comments/Discussion from Governing Body:

Councilmember James- inquired if the bathrooms were included with the ongoing facility upgrades within the police department and noted seeing the upgrades for flooring. Chief Criss noted the bathrooms have been upgraded.

Councilmember Gutierrez- Asked about sound equipment expenses, additional bathroom facilities, a new TV for the senior center, and purchasing chairs for the senior center. Mr. Maxwell noted chairs were purchased for the senior center and also noted there is funding in the budget between recreation and leisure, finance, and the city manager, and they will review the budget quarterly. Mr. Clark added that historically, the seniors were funded \$6,000, and it has been recommended that they be funded \$20,000.

Councilmember Akins-Wells- inquired about plans with the budget for remodeling the senior center. Mr. Maxwell noted the first stage of remodeling the floors will start July 1, 2024.

Mayor Butler- inquired about purchasing a van for the senior center. Mr. Maxwell noted that staff is currently working with procurement to see what could be used for the remainder of the budget.

13. Council Discussion on the Transition of the Police Department's Cellular Services from Verizon Wireless to T-Mobile – IT Department

Background/History:

The Police Department currently uses Verizon hotspots for in-car internet access to complete police reports, access drive data, issue citations, etc. We have been unsatisfied with the quality of signal strength from Verizon. We have attempted to resolve the issue by providing heat maps of problem areas, upgraded to 5G devices, and working with their network engineers to adjust Verizon's network in the City of Forest

Park. We are looking to transition one patrol shift to T-Mobile to get confirmation the service meets expectations, then begin transitioning the City's mobile accounts from Verizon to T-Mobile.

Josh Cox, IT Director – noted that they have been using Verizon since he came on Board, and the cell signal has not been up to the standards. He noted Public Safety and the Police Department Verizon, and they have not been satisfied with it. He noted they have tried for the past two years to improve the performance of it. He noted it impacts not only the city but also the community. He noted he has been talking to T-Mobile the last couple of months and demoed a couple of devices in the patrol vehicles for about 2 months and received good feedback, and there was better coverage. He noted he would like to start a small contract with them and, if it goes well, expand it through the rest of the city. He noted it would save about 60,000.00 a year.

14. **Council Discussion of Sound Equipment Services (Annual Contract with 2 Options to Renew): Request for Bids No. 041924 for use by Recreation & Leisure Department- Procurement Department**

Background/History:

Consists of the purchase of sound equipment services for City outdoor events. Three (3) bids were received. Recommend award to the lowest, responsive, and responsible bidder:

Digital World Production, 9716 Rabun Way, Jonesboro, Georgia 30238

ANNUAL AMOUNT NOT TO EXCEED: \$77,850.00

FUNDING SOURCE: Operating - Special Events

Talisha Clarke- noted that it is a request for bid for outdoor sound equipment for city events. She noted that it was solicited, and three bids were received, and they went with the lowest one. She noted that it is an annual amount with the option to renew for two years.

Comments/Discussion from Governing Body:

Councilmember Gutierrez- asked what were the bids because that was not the lowest bid.

Talisha Clarke- noted that the lowest bid came in under the industry standard for pricing when they did the evaluation. She noted that they did not receive any reference responses, and there was some confusion with bid submissions with that bidder.

Councilmember Gutierrez- noted that the individual has had events in the city. He noted that he encouraged him to bid, and it was his first one, and he does not know what the difference was. He noted he was the lowest bidder and has had events in the city. He noted he is not opposed to whom they have chosen to go with, but he does not see how the one they chose is the right one if they were going with the lowest bidder with the equipment.

Danielle Matricardi, City Attorney- noted she would like to clarify things. She noted that it does not go to the lowest bidder but to the lowest responsible bidder. She noted that since he did not provide all the necessary information, references, and experience, which is part of the bidding procedures, that is why they were not selected.

Councilmember Gutierrez- noted it made sense.

15. Council Discussion of Clorox Park Use Request For “Culture Day” – Recreation & Leisure Services**Background/History:**

Clorox, whose main office is in Forest Park, has been a partner with the Recreation & Leisure Services Department for nearly 2 years. With this partnership, Clorox has provided various giveaways to special events hosted by the city such as Spring Fest as well as back to school bags and supplies for the Summer Camp program. Clorox is requesting to use the Amphitheater and Pavilion 3 on Thursday, June 20, 2024, at no charge for their Culture Day event. This event is open to Clorox employees and their families.

Mr. Maxwell- noted that Clorox has requested to use the Amphitheater and Pavilion 3 at Starr Park on Thursday, June 20, 2024, at no charge for their Culture Day event; he also noted that they have provided their insurance and have reached out to the police department for security.

16. Council Discussion of a Fee Waiver for Fort Gillem Army Base Park Use Request For Family Day – Recreation & Leisure Services**Background/History:**

The Army base, located at Fort Gillem, is requesting to use the Amphitheater and Pavilion 3 on Friday, July 12, 2024, at no charge for their Family Day event. This celebration is for the military members and their family for their contribution to the Army. This event will feature games, bounce houses, catered food and drinks.

Mr. Maxwell- noted the Army base, located at Fort Gillem, is requesting to use the Amphitheater and Pavilion 3 on Friday, July 12, 2024, to show recognition to the members of the military. Mr. Maxwell noted in addition, the city is looking to start a partnership with the current members of the military.

City Manager Mr. Clark- noted for the previous and current items, staff is recommending two (2) conditions: the insurance must total \$1 million, and depending on the number of people, there must be a police presence.

17. Council Discussion on the FY 23-24 Budget Update- Additional Item Added

Mr. Wiggins- introduced Nina Robinson, Senior Accountant.

Ms. Robinson- noted going through every line item within the budget, starting with revenues, to see where additional resources could be allocated to any expense that may have been over budgeted. Ms. Robinson noted that staff found a few items that needed to be amended to decrease revenue and completed the same process with each department. Ms. Robinson made recommendations to amend each department's budget so the budget could be balanced with \$ 39,788,185 in revenue to support \$39,788,185 in expenses.

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 7:11 pm.

Motion made by Councilmember James, Seconded by Councilmember Antoine.

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

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