



## CITY COUNCIL REGULAR SESSION

Monday, March 04, 2024 at 7:00 PM  
Council Chambers and YouTube Livestream

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

## AGENDA

### VIRTUAL MEETING NOTICE

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:**

**INVOCATION/PLEDGE:**

**ROLL CALL - CITY CLERK:**

**ADOPTION OF THE AGENDA WITH ANY ADDITIONS / DELETIONS:**

**APPROVAL OF MINUTES:**

- 1. Council Approval of Council Work Session and Regular Meeting Minutes from February 19, 2024-  
City Clerk**

**PUBLIC COMMENTS: (All Speakers will have 3 Minutes)**

**CITY MANAGER'S REPORT**

**PRESENTATIONS:**

- 2. Introduction to the New Deputy Fire Chief of Operations–Geoff May-Forest Park Fire & EMS**

The Forest Park Fire and Emergency Services just appointed Geoff May as Deputy Fire Chief of Operations, effective March 4, 2024.

Short presentation will be given by Chief Latosha Clemons.

**NEW BUSINESS:**

- 3. Council Approval to Purchase five (5) Air Packs and Cylinders for the Forest Park Fire Department -Forest Park Fires & EMS Department**
- 4. Council Approval to Purchase 2 Ambulances - Forest Park Fire & EMS**
- 5. Council Approval of a Latin American Association Partnership – Legislative Offices**
- 6. Council Approval of an Urban Redevelopment Agency (URA) Appointment – Legislative Office**
- 7. Council Approval on the Forest Parkway Median Landscape – Executive Offices**
- 8. Council Approval on the City of Forest Park Blight Tax Ordinance – Executive Offices**
- 9. Council Approval of the Final Plat- Towne Manor Townhomes- Planning and Community Development Department**
- 10. Council Approval of the Text Amendment-Termination of Conditional Use Permits – Planning and Community Development Department (Public Hearing Relative to Text Amendment)**

**CLOSING COMMENTS BY GOVERNING BODY:**

**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 404-366-4720.

**File Attachments for Item:**

- 1. Council Approval of Council Work Session and Regular Meeting Minutes from February 19, 2024-**  
City Clerk



# CITY COUNCIL WORK SESSION

Monday, February 19, 2024 at 6:00 PM  
 Council Chambers and YouTube Livestream

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

## DRAFT MINUTES

### VIRTUAL NOTICE

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YouTube page - "**City of Forest Park GA**"

**CALL TO ORDER/WELCOME:** Mayor Butler called The meeting to order at 6:00 p.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		✓
Hector Gutierrez	Council Member, Ward 3		✓
Latresa Akins-Wells	Council Member, Ward 4		✓
Allan Mears	Council Member, Ward 5		✓

John Wiggins, Finance Director; LaShawn Gardiner, Director of Planning & Community Development; Diane Lewis, Deputy HR Director; Bobby Jinks, Public Works Director; Nigel Wattley; Deputy Public Works Director; Bruce Abrahams, Director of Economic Development; Rochell Dennis, Project Manager; Latosha Clemons; Fire Chief,

David Halcome, Deputy Fire Chief; Andrew Gelmini, Fire Department; Tarik Maxwell, Recreation and Leisure Director; Joshua Cox, IT Director; Rodney Virgil, Level 2 Support Engineer; Monica Jones, Code Enforcement; Pauline Warrior, Senior Management Analyst, Chief Criss, PD; Dorothy Roper-Jackson, Court Director; Michelle Hood, Deputy City Clerk; and Danielle Matricardi, City Attorney.

### **ADOPTION OF THE AGENDA WITH ANY ADDITIONS / DELETIONS:**

It was moved to approve the agenda as printed.

Motion made by Councilmember Antoine, Seconded by Councilmember James.

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

### **NEW BUSINESS:**

#### **1. Presentation on Community Paramedicine and Mobile Integrated Healthcare (MIH)**

##### **Background/History:**

EMSC Gelmini will present on Community Paramedicine and Mobile Integrated Healthcare (MIH) and speak on the differences between the two (2).

**EMSC Gelmini, Fire Department-** presented briefly on Community Paramedicine and Mobile Integrated Healthcare (MIH). Mr. Gelmini explained the differences between Mobile Integrated Healthcare and Community Paramedicine. Mr. Gelmini stated Mobile Integrated Healthcare (MIH) addresses multiple factors in bridging the gap in acute care, home management, education, and follow-up care. At the same time, Community Paramedicine focuses on reducing 911 calls and hospital readmissions. Mr. Gelmini explained the four (4) types of Mobile Integrated Healthcare (MIH) services: patient navigation, adjunctive mobile care, occupational and community health services, and medicine in underserved and austere environments. Mr. Gelmini noted that the types of people and positions needed are EMS workers, Mid-level Providers, Physicians, Community Health Providers, etc., and must obtain an IBSC Certification and some college education certificates. Mr. Gelmini noted some things to consider, such as the financial aspect, citing the cost of service will vary based on the size and scope of the program and long-term sustainability. Mr. Gelmini also stated there are other legal and political considerations, such as scope of practice concerns and HIPPA compliance. Mr. Gelmini noted that some evaluation measures will include operational performance, healthcare quality, and the total cost of services for better healthcare, better health, and lower healthcare costs.

##### **Comments/Discussion from Governing Body:**

**Councilmember James-** inquired if it was two (2) different programs, if the programs were housed inside the EMS and Fire Department, and if not, if new staffing would be needed. Mr. Gelmini responded current paramedics could be used with paramedicine, and seeing it's a program, staff would have to be added.

**Councilmember James-** inquired if 911 calls were being received or if someone wanted them to come to their homes. Mr. Gelmini noted it would reduce 911 calls by sending the Mobile Integrated Healthcare

(MIH) to assess if the patient would need to be transported via ambulance. Mr. Gelmini also noted the program is designed to set up patients who call 911 for non-emergent reasons and receive the care they need at the time.

**Councilmember James-** noted hearing about Clayton County Public Schools receiving grants to have healthcare available through schools like Forest Park Middle School, which is currently being built, and trying to partner with doctors and nurses to treat kids, their parents, and extended family.

**Councilmember Gutierrez-** noted two (2) grants given to Huie Elementary and Forest Park Middle School, with providers such as Emory and Morehouse bidding on them.

**Councilmember Mears-** inquired about in-school nurses. Mr. Gelmini responded that some schools have staff but were unaware of registered nurses.

**Mayor Butler-** inquired about conducting a needs assessment to get an idea of the calls received or doing a community outreach assessment and how many employees and vehicles would be needed. Mr. Gelmini noted that combining the two would be best and pointed out that the fire department is currently down five (5) paramedics, and vehicles are available.

**Mr. Clark-** noted the program would be able to alleviate the demand for 911 calls and hospitals and inquired about which vehicles would be utilized. Chief Clemons pointed out they would be able to use the reserve vehicles.

**Mayor Butler-** inquired if the program should start small and then build up due to the age range of the community and focus on the legacy residents. Chief Clemons noted that it would be based on the community's needs.

2. **Council Presentation on the January FY23-24 Financial Report-** Finance Department

**Background/History:**

The Forest Park Finance Department will present the Monthly Financial Report for January for the FY23-24 budget.

**Mr. Wiggins-** presented the monthly financial report, noting that the General Fund Summary by Category shows the revenues vs. expenses and stated the January Year-to-date revenues are at \$26,012,217 and the expenses are at \$17,048,114. Mr. Wiggins noted that the General Fund Summary by department is trending how it is supposed to, and every department is at its 50% mark. Mr. Wiggins stated that amendments will be presented in March to ensure that the revenues budget equals the expenses budget.

3. **Council Presentation on Development Impact Fees-** Planning and Community Development Department

**Background/History:**

Development Impact Fees are governed by one-time fees charged to land developers that assist local governments in defraying costs due to expanding services and public facilities. Such fees are governed by the requirements set forth by the Georgia Development Impact Fee Act (O.C.G.A 36-71), enacted into law in 1990.

**Mrs. Gardiner-** gave a presentation on the Development Impact Fees. Mrs. Gardiner noted that Development Impact Fees are governed by the requirements of the Georgia Development Impact Fee Act (O.C.G.A. 36-71) enacted into Law in 1990 and may only be imposed by Ordinance once passed. Mrs. Gardiner also noted that Impact fees are one-time fees charged to land developers that help defray the costs of expanding public facilities and services that otherwise are passed on to local taxpayers. Impact fees may not be used to defray regular maintenance and operations expenses for any public facility; 3% of all fees collected can be used to cover administration costs associated with the local impact fee ordinance.

**Mrs. Gardiner-** expressed that the basic requirement is to adopt a comprehensive plan with a capital improvement element (CIE) approved by the Department of Community Affairs. If a community has an existing adopted Comprehensive Plan, the Comp Plan must be amended to include a Capital Improvement Element. Also, Establish a Development Impact Fee Advisory Committee composed of at least 50% of the development, building, or real estate community. The committee shall comprise not less than five (5) or more than ten (10) members. Mrs. Gardiner also mentioned that any agencies/authorities that provide critical public facilities and services to the jurisdiction should participate in providing information on any proposed development of public facilities in the community. Local governments must hold two (2) public hearings before adopting the impact fee ordinance. The second hearing shall be held at least two (2) weeks after the first hearing.

**Mrs. Gardiner-** noted that Impact Fees can be used for seven (7) types of public facilities/services: Libraries; Recreation, parks, open space, and related facilities; Water supply, production, treatment, and distribution facilities; Roads, Bridges, including Rights-Of-Way, Traffic Signals, Landscaping, and any components of state/federal highways; Public Safety (Police, Jails, Fire, and EMS facilities); Wastewater Treatment, wastewater collection, & Disposal Facilities; and, Stormwater Management (collection, retention, detention, treatment and disposal facilities, flood control facilities, and bank and shore protection and enhancement improvements).

**Mrs. Gardiner-** stated other provisions of the Georgia Development Impact Fee Act are: Impact fees must be expended in the same service areas where they are collected; Developers must be given impact fee credits for any system improvements they construct; Communities charging impact fees must demonstrate a direct benefit returning to the developer that is proportionate to the fee he pays; Developers are entitled to appeal impact fees they consider disproportionate or unfair; All development impact fee funds shall be maintained in one or more interest-bearing accounts; and, Municipalities/Counties jointly affected by development are authorized to enter into intergovernmental agreements with each other, with authorities or with the State for purposes of developing joint plans for capital improvements or for the purpose of agreeing to collect/expend development impact fees for system improvements.

**Mrs. Gardiner-** noted once the Capital Improvement Element and the Impact Fee Ordinance are officially adopted, a community is free to start collecting impact fees, and Annual updates of the CIE are required to be submitted to DCA to include the following: A brief report on fees collected and expended during the past year; A new schedule of improvements identifying capital projects five years into the future.

**Mr. Clark-** noted bringing before the council to ensure that the city can collect the Development Impact Fees and create a fund account and also stated the Urban Redevelopment Agency (URA) is the only entity collecting infrastructure fees.

**Comments/Discussion from Governing Body:**

**Councilmember James-** inquired if the fee could only be used in the developed or city-wide areas. Mr. Clark noted that a boundary area called the Service Target Area would need to be established. Ms. Matricardi included that there should be a specific area with impact fees related to the development and directly around the delineated areas.

**Councilmember James-** inquired if there was a downside to developers not wanting to develop due to the impact fee. Mr. Clark noted that the downside would cost the developers more money.

**Councilmember Gutierrez-** stated he wants to ensure it can be expanded and not limited to one area.

**Mayor Butler-** noted understanding of not being able to be retroactively embedded and mentioned having to add to the contracts moving forward. Ms. Matricardi noted once an Ordinance is created, it would apply to any new development.

4. **Council Discussion and Approval of the ONE Light Initiative - LED Streetlight Upgrades and Additions**-Public Works Department

**Background/History:**

The ONE Light initiative is a collaborative effort between the City of Forest and Georgia Power aimed at enhancing the city's lighting infrastructure by replacing high-intensity discharge (HID) fixtures with more efficient light-emitting diode (LED) lights. These enhancements focus on safety and contribute to the city's sustainability goals by reducing the frequency of replacements and overall maintenance costs.

As part of this initiative, Georgia Power has identified specific areas around city buildings that require upgrades to address safety concerns and reduce outages. Below is a summary of the proposed upgrades, additional fixtures for each location, and their financial impact:

Fire Station #1: 1 fixture upgrade- no price change.

Fire Station #2: 3 fixtures upgrade-no price change.

Community Center: 3 fixtures upgrade-no price change.

Recreation Bldg.: 8 fixtures upgrade-no price change.

Public Works: 16 fixtures upgrade-no price change.

Main St Park: 8 fixtures upgrade-no price change.

Police Department: 10 fixtures upgrade-no price change.

Museum: 1 additional light fixture-price increase of \$660 per year.

City Hall: 2 additional light fixtures-price increase of \$648 per year.

Alder Park: 1 additional light fixture-price increase of \$660 per year.

Theater Park: 1 additional light fixture-price increase of \$463.56 per year.



Perkins Park: 1 additional light fixture and one (1) fixture upgrade-price increase of \$672 per year.

Second St Park: 1 additional light fixture- price increase of \$312 per year

**Mr. Jinks-** noted riding around throughout the city at night with GA Power and noticed a small portion of lights that needed to be addressed. Mr. Jinks stated forty-nine (49) fixtures are being upgraded to LED lights at no charge, and also mentioned some fixtures either having no lights or one light and noted this being phase one (1) of the projects.

**Comments/Discussion from Governing Body:**

**Councilmember James-** inquired about the location of the Museum. Mr. Jinks noted that the museum is the Girls Scout hub on Ashe St.

**Councilmember Akins-Wells-** inquired about the different fee amounts. Mr. Clark noted some of the utility poles are old and need replacing, and through the partnership with GA Power, several poles will be replaced, and some have been given to the city. Mr. Clark added that Old Dixie Rd, Forest Parkway, and Jonesboro Rd will be included.

**Councilmember Mears-** noted some locations in his ward are dark and believes his constituents would love the lights.

**Mr. Jinks-** noted the lights should be operational in 8-10 weeks.

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

It was moved to recess into Executive Session at 6:44 p.m. for Personnel, Litigation, or Real Estate matters.

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

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

It was moved to reconvene into the Council Work Session at 7:01 pm.

Motion made by Councilmember James, Seconded by Councilmember Mears.

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

**ADJOURNMENT:**

It was moved to adjourn the meeting at 7:01 pm.

Motion made by Councilmember James, Seconded by Councilmember Mears.

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

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DRAFT



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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

## DRAFT REGULAR MINUTES

**CALL TO ORDER/WELCOME:** Mayor Butler called the meeting to order at 7:02 p.m.

**INVOCATION/PLEDGE:** The invocation and pledge were led by Elder Cook.

**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; LaShawn Gardiner, Director of Planning & Community Development, Diane Lewis, Deputy HR Director; Bobby Jinks, Public Works Director; Nigel Watley; Deputy Public Works Director, Bruce Abrahams, Director of Economic Development; Rochell Dennis, Project Manager; Latosha Clemons; Fire Chief, David Halcome, Deputy Fire Chief; Tarik Maxwell, Recreation and Leisure Director; Rodney Virgil, Level 2 Support Engineer; Pauline Warrior; Senior Management Analyst, Chief Criss, PD; Dorothy Jackson; Court Director and Danielle Matricardi, City Attorney.

**ADOPTION OF THE AGENDA WITH ANY ADDITIONS / DELETIONS:**

It was moved to adopt the agenda as printed.

Motion made by Councilmember James, Seconded by Councilmember Mears.

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

**APPROVAL OF MINUTES:**

1. **Council Approval of Council Work Session and Regular Meeting Minutes from February 5, 2024 -**  
City Clerk

It was moved to approve the Council Work Session and Regular Meeting minutes from February 5, 2024.

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

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

**PUBLIC COMMENTS:** (All Speakers will have 3 Minutes)

There were three (3) Public Comments:

**Carolyn Franklin** – noted that they had a Marta meeting on the 8<sup>th</sup>. and she is disappointed that none of the representatives were there. She noted there were 12 people at the meeting and 3 were from different wards. She noted she was concerned because they announced 5 different routes that would be canceled on Route 195. She noted she did not find out about the meeting until the morning of, and if she did not receive it, she is sure the people who rode the bus did not either. She noted they are taking away from one route to add to another.

**Zack Parker** – noted he had submitted a ticket to Code Enforcement about water and sewer seeping onto his lawn from next door. The issue has never been addressed and was closed with no comment. The Code Enforcement Officer could not tell him why it was closed, and he would not come back out. He noted he called the City Manager and got a long speech that did not address the ticket. He noted there was a council-appointed board meeting, and on this board happened to be the property manager of the home next to his, along with the city manager. He noted he was the only citizen there and they did a security check which they never had before at these types of meetings. He noted this is one of the few times the city has used the police in a retaliatory manner from him simply asking questions and holding them accountable. He noted he has come before the board for many years saying the same thing. Forest Park city officials and police officers routinely retaliate against him for speaking out against them. Mr. Park noted he would be at the next meeting because Code Enforcement refused him service at the same house and to talk about the mayor's personal stormtroopers.

**Lois Wright** – noted that she and other members would like the recycling center to open back up. She noted they have nowhere to take items and dump them. She noted she is ready to do a petition because there are at least 100 people in her community wanting the center back. She noted she would bring a petition back if needed.

**CITY MANAGER'S REPORT**

**City Manager** Clark noted this is a report for January and next month there will be 2 reports. He noted he is excited about the accomplishments and the milestones that have been reached. He noted the City of Forest Park was recently awarded Qualified Local Governmental Status by the Georgia Department of Community Affairs. He introduced

Bridgette Jackson-Barney as the new Permit Technician of the Planning and Community Development Department. He recognized Randi Rainey for receiving her Masters Clerk Certification, Lisa Wallers for celebrating 23 years with the city, and Troy Sanders who is celebrating 31 years. Mr. Clark acknowledged the Council for their anniversaries with the city. He also noted that Councilmember Gutierrez was recognized for 40 under 40 for the State of Georgia, and recognized Officer Cash who died in the line of duty. Mr. Clark gave an overview of what was happening throughout the different departments and the events throughout the City of Forest Park. He noted there are 276 applicants for the Home Program, which is now closed. Mr. Clark gave an update on the city center and should have a 3-D model before July to present.

He noted for the public safety building at Gilliam they were able to come in under budget. He noted the Main Street Sweep project has been completed. He noted the incubator space is still underway. Mr. Clark noted they are working on the Starr Park renovations and with their partners at the school district to figure out programming for one of the existing stadiums. He acknowledged Monica Jones from the Code Enforcement Department. He noted that the Barracuda system works well to prevent cyber-attacks. He noted Reginald Caldwell and Sharise James as the new hires for the month. He noted that everyone should check out the little league games at the gymnasium on Saturdays as they are always packed.

#### **Comments/Discussion from Governing Body:**

**Councilmember Akins-Wells-** noted the information is good.

#### **NEW BUSINESS:**

**2. Council Approval of the ONE Light Initiative - LED Streetlight Upgrades and Additions-Public Works Department**

It was moved to approve the One Light Initiative - LED Streetlight Upgrades and Additions.

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

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

#### **CLOSING COMMENTS BY GOVERNING BODY:**

**Councilmember James-** thanked everyone for coming out. She noted she was sorry for missing the Marta meeting but there was a URA meeting the same night, to celebrate Mr. Abraham. She noted February 25<sup>th</sup>, they will be at Paradise Cultural Center for the Black History Stage production. The doors will open at 5:15 p.m. the show will start at 6:00 p.m. and it is free. The ward meeting will be posted this week. She noted that she wants the council members to consider that a URA Board member has resigned for personal reasons and must be replaced. She noted she is hoping for a diverse member.

**Councilmember Antione-** thanked everyone for coming out.

**Councilmember Gutierrez –** thanked everyone for coming out. He apologized for missing the meeting but did look over the routes that were changed. He noted he plans to reach out to see what the numbers are, and what type of impact it would have on the community. He noted that he did see some alternatives. He thanked Mr. Parker for sharing how he felt and noted they would follow up on that. He noted he agreed about the recycling center noting they should not have to go to another city to dump things. He noted there is a Black History Exhibit this Friday at the recreation center. He thanked Mr. Clark for his report and for highlighting the employees. He told Mr. Abraham he was going to

be missed. He noted the Food Trucks and cleanups will be next month. He noted in April they will have Selena Day and they are looking for sponsors because it is not a budgeted event. He noted the Mayor and the City Manager had a meeting with the people of United Way, who have shown interest in investing in the community.

**Councilmember Akins Wells** – thanked everyone for coming out and noted that she does not know why the Recycling Center is not open and that the matter needs to be expedited. She noted that Waste Management agreed to have a discussion and wanted to know when they plan on having a discussion. She noted that she did not come to the Marta meeting, because they came to the city and presented the information to them, and noted she would love to but they cannot make it to everything. She asked when the applications would open back up for the residents.

**Mr. Clark** noted that they are way over the number. He noted they are reviewing the applications and everyone who applied asks for the max, they are in trouble. He noted they would be approved first come first come, and they can only accept 120 and are at 172.

**Councilmember Akins-Wells**- noted they told the people they were going to open it back up.

**Mr. Clark**- noted it is \$1.3 million dollars, and that is only if they apply for the maximum of \$10 thousand.

**Councilmember Akins Wells**- noted tomorrow is Wellness with Wells. She noted it has been extended until June. She noted on the 27<sup>th</sup> Erica Dixon, who is on a weight loss journey, will be attending.

**Councilmember Mears** – noted he appreciated Mr. Willie always coming to show his support. He thanked Mr. Abraham for a job well done and for the support he has shown to the city. He thanked everyone for coming.

**Mayor Butler** – thanked everyone for coming and encouraged everyone to come to the play on Sunday. She noted the Exhibit is Friday the 23<sup>rd</sup> at 5:30 p.m. and the play is Sunday at Paradise. She noted that Tre's Production here in Forest Park is hiring interns this summer. She noted if you know of anyone interested in theatre, please let them know. She noted she will be speaking on February 28<sup>th</sup> in College Park.

**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 Regular Session at 7:41 p.m.

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

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 Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 404-366-1555.

**File Attachments for Item:**

**2. Introduction to the New Deputy Fire Chief of Operations–Geoff May-Forest Park Fire & EMS**

The Forest Park Fire and Emergency Services just appointed Geoff May as Deputy Fire Chief of Operations, effective March 4, 2024.

Short presentation will be given by Chief Latosha Clemons.



CITY OF  
**FORESTPARK**

# City Council Agenda Item

**Subject:** FOREST PARK FIRE & EMS – INTRODUCTION TO DEPUTY FIRE CHIEF OF OPERATIONS – GEOFF MAY

**Submitted By:** SANDRA DAVIS – FIRE & EMS OFFICE COORDINATOR

**Date Submitted:** FEBRUARY 29, 2024

**Work Session Date:** MARCH 4, 2024

**Council Meeting Date:** MARCH 4, 2024

The Forest Park Fire and Emergency Services just appointed Geoff May as Deputy Fire Chief of Operations effective March 4, 2024.

Short presentation will be given by Chief Latosha Clemons.

**Cost: \$** N/A

**Budgeted for:**  Yes  No

**Financial Impact:** NONE

**Action Requested from Council:** NONE



**File Attachments for Item:**

**3. Council Approval to Purchase five (5) Air Packs and Cylinders for the Forest Park Fire Department** -Forest Park Fires & EMS Department



CITY OF  
**FORESTPARK**

## City Council Agenda Item

**Subject:** FOREST PARK FIRE & EMS – APPROVAL TO PURCHASE AIR PAKS AND CYLINDERS

**Submitted By:** SANDRA DAVIS – FIRE & EMS OFFICE COORDINATOR

**Date Submitted:** FEBRUARY 28, 2024

**Work Session Date:** MARCH 4, 2024

**Council Meeting Date:** MARCH 4, 2024

THE FOREST PARK FIRE DEPARTMENT NEED TO PURCHASE 5 AIR PAKS AND CYLINDERS. THE COST IS \$49,571.95 AND NEED COUNCIL APPROVAL. THE VENDOR IS MUNICIPAL EMERGENCY SERVICES (MES). MES IS UNDER GOVERNMENT CONTRACT AND NO COMPARISON QUOTES NOR REQUEST TO BID IS REQUIRED. THE FUND IS FIRE FIGHTING EQUIPMENT 100-61-3520-53-1136

**Cost: \$** 49,571.95 **Budgeted for:**  Yes  No

**FINANCIAL IMPACT:** 100-61-3520-53-1136 (FIRE FIGHTING EQUIPMENT)

**Action Requested from Council:** COUNCIL APPROVAL NEEDED.



(877) 637-3473

# Quote

Item # 3.

**Quote #** QT1774511  
**Date** 01/05/2024  
**Expires** 03/29/2024  
**Sales Rep** Adams, Jeremy L  
**Shipping Method** FedEx Ground  
**Customer** FOREST PARK FIRE DEPT(GA)  
**Customer #** C64692

**Bill To**  
 FOREST PARK FIRE DEPT  
 2336 Anvil Block Road  
 Forest Park GA 30297  
 United States

**Ship To**  
 FOREST PARK FIRE DEPT  
 2336 Anvil Block Road  
 Forest Park GA 30297  
 United States

Item	Alt. Item #	Units	Description	QTY	Unit Price	Amount
X8914021305304			Air-Pak X3 Pro SCBA (2018 Edition) with Snap-Change, Parachute Buckles, 4.5, Standard, No Accessory Pouch, E-Z Flo+ Regulator with Continuous Hose, Universal EBSS, None, No, Pak-Tracker, No Case, 2 SCBA Per Box	5	\$7,246.27	\$36,231.35
200129-01			Snap-Change Cylinder, Carbon-Wrapped, Pressure 4500, 45 Minutes (at 40 lpm) *Cylinders To Be Less Than 6 Months Old*	10	\$1,334.06	\$13,340.60

**Subtotal** \$49,571.95  
**Shipping Cost** \$0.00  
**Tax Total** \$0.00  
**Total** \$49,571.95

This Quotation is subject to any applicable sales tax and shipping and handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



**Contractor Information**

**Contract #:** GS-07F-0348V  
**Contractor:** MUNICIPAL EMERGENCY SERVICES, INC.  
**Address:** 12 TURNBERRY LN  
 FL 2  
 SANDY HOOK, CT 06482-1365  
**Phone:** 757-567-4792  
**E-Mail:** [kchapman@mesfire.com](mailto:kchapman@mesfire.com)  
**Web Address:** <http://www.mesfire.com/>  
**SAM UEI:** T4MGJ9BU63J6  
**NAICS:** 315999

**Socio-Economic :**  
**EPLS :**  
 Govt. Point of Contact:  
 Ronald Thompson  
 Phone: 817-850-8135  
 E-Mail: [ronald.thompson@gsa.gov](mailto:ronald.thompson@gsa.gov)

Small business  
 Contractor not found on the Excluded  
 Parties List System

**Contract Clauses/Exceptions:**  
[View the specifics for this contract](#)

[\(Vendors\) How to change your company information](#)

Source	Title	Contract Number	Contractor T&Cs /Pricelist	Current Option Period End Date	Ultimate Contract End Date	Category	View Catalog
MAS	Multiple Award Schedule	GS-07F-0348V	VI	Jun 3, 2024	Jun 3, 2029	3152	Indic GSA Adva
						316210	Indic GSA Adva
						326220	Indic GSA Adva
						332215	Indic GSA Adva
						334220	Indic GSA Adva
						339112	Indic GSA Adva
						339133PA	Indic GSA Adva
						339133R	Indic GSA Adva
						511490ST	Indic GSA Adva
						OLM	Indic Indic GSA Adva

## RESOLUTION NO. 2024-\_\_\_\_\_

**A RESOLUTION TO AUTHORIZE THE PURCHASE OF FIVE (5) AIR PAKS AND CYLINDERS FROM MUNICIPAL EMERGENCY SERVICES, INC. FOR THE FOREST PARK FIRE DEPARTMENT.**

WHEREAS, the City of Forest Park (“City”) is a municipal corporation duly organized and existing under the laws of the State of Georgia and is charged with being fiscally responsible concerning the use and expenditure of all public funds; and

WHEREAS, the City’s Fire Department requires additional self-contained breathing apparatus (SCBA) air cylinders, also referred to as air paks for its fire fighters; and

WHEREAS, this equipment is necessary to protect the health, safety, and welfare of the citizens of Forest Park; and

THEREFORE, THE CITY COUNCIL OF THE CITY OF FOREST PARK HEREBY RESOLVES:

**SECTION 1. Approval of Vendor.** The quote from Municipal Emergency Services, Inc. as presented to the Council on March 4, 2024, is hereby approved.

**SECTION 2. Public Record.** This document shall be maintained as a public record by the City Clerk and shall be accessible to the public during all normal business hours of the City of Forest Park.

**SECTION 3. Authorization of Execution.** The Mayor is hereby authorized to sign all documents necessary to effectuate this Resolution.

**SECTION 4. Attestation.** The City Clerk is authorized to execute, attest to, and seal any documents which may be necessary to effectuate this ordinance, subject to approval as to form by the City Attorney.

**SECTION 5. Effective Date.** This resolution shall become effective immediately upon its adoption by the Mayor and City Council of the City of Forest Park as provided in the City Charter.

SO RESOLVED this 4th day of March, 2024.

\_\_\_\_\_  
Angelyne Butler, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk (SEAL)

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

**File Attachments for Item:**

**4. Council Approval to Purchase 2 Ambulances - Forest Park Fire & EMS**



**Quote #:** Q-00620-1  
**Date:** 10/10/2023 9:50 AM  
**Expires On:** 2/29/2024

## Custom Truck and Body Works, Inc.

*Manufacturers of Custom Emergency Apparatuses*  
 13787 White House Rd  
 Woodbury, GA 30293  
 United States  
 Main Line: 706-655-4300

### SHIPPING

Andrew Gelmini  
 Forest Park Fire Dept.  
 4539 Jonesboro Road  
 Forest Park, Georgia 30297  
 (404) 366-4720  
 agelmini@forestparkga.gov

### BILL TO

Forest Park Fire Dept.  
 4539 Jonesboro Road  
 Forest Park, Georgia 30297

Name	Direct Line	E-Mail Address
Jimmy Gill	(706) 977-7095	jimmy@customtruckandbodyworks.com
Payment Terms	Delivery Method	Delivery Terms
Due on Receipt	Pickup at CTBW	120 to 150 Business Days After Receipt of Chassis









*Dear Andrew Gelmini,*

*Custom Truck and Body Works would like to thank you for the opportunity to work with your department on this project. We have prepared this quote based on the information that has been provided to us. We are certain that we can meet or exceed any needs and expectations you may have. Please review the attached documents and if there should be any questions, clarifications or any additional information please do not hesitate to contact me. We look forward to hearing from you soon.*


*Sincerely,  
 Jimmy Gill*

**Type III 14" Ambulance - Chevy G4500**



**\$267,518 Each**

				Item # 4.
QTY	UOM	PRODUCT NAME	DESCRIPTION	
2	Each	Fire Extinguisher - 5Lb w/ Bracket (Standard)	5lb Fire Extinguisher shall be shipped loose.	
1	Set	Mirrors - Power & Heated 2020XG - Velvac		
1	Set	Mud Flaps	Set of heavy-duty, thick rubber material mud flaps shall be as wide as the dual rear wheels.	
1	Each	Spare Tire	A spare tire shall be provided with the chassis.	
1	Each	Alarm - Backup	An audible alarm shall be installed to activate when the vehicle is placed into reverse gear. There shall be installed on the front console and wired through the vehicle electrical system, a momentary cutoff switch to disable the alarm.	
1	Set	Air Horns - Buell		
1	System	Lights - Wig Wag - Chevrolet		
1	Set	Engine Block Heater - Wire - Shoreline	The chassis engine block heater shall be wired to shoreline power.	

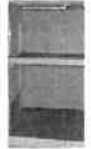
**CHASSIS CONSOLE**

QTY	UOM	PRODUCT NAME	DESCRIPTION	IMAGE
1	Each	Back Up Camera - 7" Monitor Installed On Console	An exterior Back Up Camera With 7" Monitor shall be mounted on the console.	







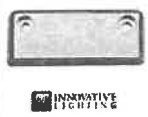


QTY	UOM	PRODUCT NAME	DESCRIPTION	IMAGE
1	Each	Inverter - Vanner 1100 (Standard)	A Vanner 1100 watt Inverter with 50 amp battery charger shall be provided.	
1	Each	Inverter - Pre Wire	A pre-wire for installation of the inverter shall be provided in the L2 compartment.	

L3 COMPARTMENT






QTY	UOM	PRODUCT NAME	DESCRIPTION	IMAGE
1	Each	L3 Compartment - 3/4" Height	Street Side Rear Compartment Dimensions: H65"x W42"x D20"	<b>Photo Coming Soon</b>
1	Each	Adjustable Shelf - L3 Compartment	A horizontal aluminum adjustable shelf/shelves shall be provided in the L3 compartment mounted on shelf track.	





R3 COMPARTMENT

QTY	UOM	PRODUCT NAME	DESCRIPTION	IMAGE
1	Each	R3 Compartment	Curb Side Rear Compartment Dimensions: H72"x W20"x D20"	
2	Each	Adjustable Shelf - R3 Compartment	A horizontal aluminum adjustable shelf/shelves shall be provided in the R3 compartment mounted on shelf track.	
1	Each	Backboard Divider - R3 Compartment	A vertical divider shall be mounted center of the back board compartment.	





QTY	UOM	PRODUCT NAME	DESCRIPTION	IMAGE
1	Set	Lights - ICC Marker - Red & Amber LED	7 LED Red and & 7 LED Yellow ICC lights installed on the upper module perimeter to meet DOT requirements.	
1	Each	Light - Stepwell - LED	LED Stepwell light installed at the entry steps of the module.	
1	Each	Lights - Tag Bracket - LED	LED lighting installed at the the tag bracket to meet DOT requirements.	
2	Set	Lights - Docking - 6" Oval White	6" LED lights installed at the rear bumper to provide additional back up lighting.	






MODULAR EXTERIOR

QTY	UOM	PRODUCT NAME	DESCRIPTION	IMAGE
1	Each	Shoreline - 20A/120V - Auto Eject - Yellow Cover (Standard)	A 20 amp automatic power line disconnect system shall be furnished for the vehicle shoreline.	
2	Set	Fenderette - Aluminum (Standard)	Polished aluminum fender flair shall be installed around the rear wheel well openings.	
1	System	Rub Rails - Reflective Chevron (Standard)		
1	Each	Window - Side - Sliding - Dark Tint (Standard)	Tinted high black aluminum framed sliding window is to be centered on the side entry door.	
2	Each	Window - Rear - Fixed - Dark Tint (Standard)	Tinted high black aluminum framed fixed window is to be centered on each rear entry door.	



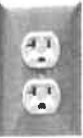

QTY	UOM	PRODUCT NAME	DESCRIPTION	IMAGE
1	Set	Vinyl Graphics - Star of Life Reflective Package	KKK-Spec reflective SOL package provided with the graphics package. ##Color, style and location to be determined at preconstruction meeting	
1	Set	Vinyl Graphics - Lettering & Decals	Lettering and department decals designed and printed on 3M 680CR reflective material and laminated with UV protective laminate.	
1	Each	Rear Chevron - Reflective	Printed rear chevron that meets the existing fleet/customer specifications. Printed on 3M IJ680CR reflective material. ##Color to be determined at preconstruction meeting	
Red / Gray				
1	Each	Vinyl Graphics - Z Stripe	Printed stripe, in the shape of a "Z", that runs the length of chassis to end of module. Printed on 3M IJ680CR reflective material. ##Color, style and location to be determined at preconstruction meeting	
Matching Gray				




MODULAR INTERIOR

QTY	UOM	PRODUCT NAME	DESCRIPTION	IMAGE
1	Each	Panel - Power - Location - Interior (Standard)	A printed circuit board shall be installed in the interior electrical cabinet behind attendant seat.	
1	Each	Flooring - Gun Metal Gray - Lonplate 3" (Standard)	Lonplate heavy duty floor covering installed above the PVC sub floor, rolled up on each side 3".	
1	Each	Flooring - Composite PVC Sub Flooring	PVC composite sub flooring shall be installed above the aluminum sub floor.	
1	System	Insulation - Polyfiber (Standard)	The modular ambulance body shall be insulated with a non-flammable Polyfiber insulation.	







QTY	UOM	PRODUCT NAME	DESCRIPTION	IMAGE
1	Each	Seat - CPR		
1	Each	Countertops - White - Soft Edge Trim	Solid Surface material counter tops with soft edge trim at the action and telemetry areas. White in color.	 <b>Soft Edge Trim</b>
1	Each	Cabinet - Plywood - Over Rear Door	Cabinet located over the rear entry door, providing one storage section.	
1	Each	Cabinet - Plywood - Squad Bench Overhead	Cabinet located over the squad bench, divided into two separate storage sections.	
1	Each	Cabinet - Plywood - Glove Box	Cabinet located over the side entry door, providing storage for three glove boxes.	

MODULAR INTERIOR - ELECTRICAL

QTY	UOM	PRODUCT NAME	DESCRIPTION	IMAGE
2	Set	Antenna - Coax	Two [2] 10-gauge power and two [2] ground wires, two [2] RG58U coax cables, and two [2] PL259 connectors.	
2	Each	Outlet - 12V	12 Volt DC 20 Amp cigar style outlets will be located in the action area and in the advanced life support cabinet. ##Exact location & quantity can be changed at pre-construction meeting	
3	Each	Outlet - 110V - Lighted	110 Volt AC GFI duplex lighted outlets will be located in the action area, the telemetry, as well as the advanced life support cabinet. ##Exact location & quantity can be changed at pre-construction meeting	
1	Each	Outlet - Oxygen - Single	A single O2 outlet provided at the head end of the squad wall. ##Exact location & quantity can be changed at pre-construction meeting	

QTY	UOM	PRODUCT NAME	DESCRIPTION	IMAGE
2	Each	Grab Rail - Ceiling - 80" Yellow (Standard)	1.25" diameter x 80" yellow grab bars shall be provided and securely fastened to the ceiling over the primary cot and over the squad bench. ##Exact location & quantity can be changed at pre-construction meeting	
3	Each	Grab Handle - 18" Yellow (Standard)	1.25" diameter x 18" yellow grab bars shall be provided at each entry door. ##Exact location & quantity can be changed at pre-construction meeting	
3	Each	Grab Handle - Interior V Style - Yellow (Standard)	V-Style yellow grab handles shall be provided on the side and rear entry doors.	

MODULAR INTERIOR DETAILS

QTY	UOM	PRODUCT NAME	DESCRIPTION	IMAGE
1	Each	Suction - Rico - Action Area (Standard)	A RICO RS4X disposable aspirator will be installed in the action area and connected to the vacuum inlet by a quick connect coupler.	 RICO SUCTION
2	Set	IV Hanger - Ceiling Mount (Standard)	IV Hangers will be recessed in the ceiling over the head and foot end of the primary cot.	 ALLSIS
1	System	Upholstrey - Vinyl - Desert Rose	Seamless vacuum formed vinyl material, desert rose, provided on the attendant seat, squad bench cushions and CPR cushions.	 Desert Rose
1	System	Cot Fastener - Power Load - Stryker	A Power Load cot fastener shall be center mounted on the floor of the module.	 stryker
1	System	Cot Fastener Mount - Center (Standard)	The cot fastener shall be center mounted in the patient module.	
1	Set	Seat - Attendant Child 3 Point Safety - Desert Rose w Swivel Base - Wise	Attendant seat with child safety seat, 3 point harness and swivel base shall be located at the head end of the primary cot.	 WISE



CITY OF  
**FORESTPARK**

# City Council Agenda Item

**Subject:** FOREST PARK FIRE & EMS – APPROVAL TO PURCHASE 2 AMBULANCES

**Submitted By:** SANDRA DAVIS – FIRE & EMS OFFICE COORDINATOR

**Date Submitted:** FEBRUARY 28, 2024

**Work Session Date:** MARCH 4, 2024

**Council Meeting Date:** MARCH 4, 2024

**BACKGROUND:** The fire department would benefit from the purchase of 2 new ambulances in many ways. With the newest ambulances being utilized as front-line apparatus, they run most of our EMS Calls, more than 70% of total yearly call volume. The next newest ambulance is a 2013 with over 195,000 miles on it. It has an average out of service percentage of 10-15%, meaning it is not able to be utilized during that time due to maintenance. This is based on a 5-year time span. The maintenance and repair costs are approximately 60%+ over the lifespan of the ambulance compared to the cost of a new one. These considerations along with the overall condition of the truck show a need for replacement. This would change us from a diesel engine to gasoline and allow for easier and cheaper routine maintenance costs (per Roscoe at Fleet Services). The patient compartment is also not equipped with the newest restraint systems and safety features as new ambulances to provide safety to personnel and allow for patient care to be carried out in a safe and organized manner. Rescue 4 and Rescue 5 are our current reserve ambulances. They are both 2009 models without the newest safety features and restraints. These ambulances are also in poor condition with rescue 4 having over 175,000 miles with a maintenance cost of over \$70,000. Rescue 5 has over 185,000 miles and a maintenance cost of over \$100,000. With different types of ambulances, it is hard to determine an accurate lifespan down to an exact number. Most resources online state that the “useful life” of an ambulance is typically between 150,000 and 250,000 miles, which equates to 4 to 7 years (acetech.com) with many services replacing them at the 5-year mark (Cleveland Association of Rescue Employees) (American Ambulance Association) (Fullbay.com). Replacing two of these ambulances would set our Department on the right path for a 5-year ambulance replacement plan to rotate older trucks out before the cost, maintenance and safety becomes expensive, dangerous, and outdated.

**Cost: \$** 535,036.00

**Budgeted for:**  Yes  No

**Financial Impact:** Budget Line 253-61-3510-54-2501 (Equipment)

**Action Requested from Council:** COUNCIL APPROVAL NEEDED.



**File Attachments for Item:**

**5. Council Approval of a Latin American Association Partnership – Legislative Offices**





CITY OF  
**FORESTPARK**

# City Council Agenda Item

**Subject:** Latin American Association Partnership – Legislative

**Submitted By:** Ricky L. Clark, Jr., City Manager

**Date Submitted:** February 29, 2024

**Work Session Date:** March 4, 2024

**Council Meeting Date:** March 4, 2024

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**Background/History:**

Councilmembers James & Gutierrez are seeking ratification of an event partnership agreement between Clayton County Public Schools and the City of Forest Park for a Latin American Association on April 27, 2024 from 8:30 a.m. to 1:00 p.m. This event will promote the vision of the Latin American Association (LAA) which is to provide "Opportunity for All," with diversity, equity, and inclusion being a primary focus of their organization.

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**Cost: \$**

**Budgeted for:** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No**

**Financial Impact:**

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**Action Requested from Council:**

**DRAFT - Event Partnership Agreement - DRAFT**  
**Clayton County Public Schools**  
**And**  
**The City of Forest Park, Georgia**

Hereby agree to enter into an educational partnership. This partnership is not meant to impact either participants' legal rights. The intent of this partnership is to support student achievement and to provide mutual assistance and benefit through shared time and resources. This agreement sets forth the terms and understanding to build on our vision to prepare all graduates to have the skills to pursue and accomplish college, post-secondary training, and/or career opportunities in order to live and compete successfully in a global society. The educational partnership agreement is eligible for renewal each year.

**The mission statement for this collaboration is:**

To promote community collaboration and provide support to Clayton County Public Schools (CCPS) and all stakeholders by providing event sponsorship for the district's celebration of their new partnership with the Latin American Association on Saturday, April 27, 2024 from 8:30 am - 1 pm at Forest Park High School.

This event will promote the vision of the Latin American Association (LAA) which is to provide "Opportunity for All," with diversity, equity, and inclusion being a primary focus of their organization. Therefore, the City of Forest Park will coordinate the following activities that are planned:

- Representatives from the Forest Park City Council will collaborate with the Clayton County Schools to plan the CCPS and LAA Partnership Celebration;
- Representatives from the Forest Park City Council will identify, invite, and get commitments from Latin food truck vendors and other vendors (to include Spanish heritage folk art vendors if available);
- Representatives of the Forest Park City Council help to identify and obtain a Disc Jockey(DJ) that is familiar with music of the Latin culture and performers from the Latin community for this event;
- The City of Forest Park will help to promote/market this event;
- Representatives of the Forest Park City Council will coordinate a food give-away for this event;
- The City of Forest Park will have a fire truck on sight at the event;
- The City of Forest Park will have police officers present to assist with traffic around the school;

**In reciprocation and appreciation, Clayton County Public Schools Magnet Programs plans the following:**

- CCPS School Choice/Magnet Programs will recognize/feature this partnership and promote the City of Forest Park on its programs/events on websites, social media, and in printed programs;

- The City of Forest Park Council members will receive a copy of the CCPS Magnet Programs monthly newsletter,
- The Forest Park City Council representatives will be invited as guest to our annual volunteer recognition event;
- Letters of appreciation/reflection will be written to the Forest Park City Council.

As partners in education, we pledge our commitment to cooperatively achieve the goals developed in this agreement for the partnership celebration event on Saturday, April 27, 2024.

***Note: Approval signatures will be below***

**File Attachments for Item:**

**6. Council Approval of an Urban Redevelopment Agency (URA) Appointment – Legislative Office**



CITY OF  
**FORESTPARK**

# City Council Agenda Item

**Subject:** Urban Redevelopment Appointment – Legislative

**Submitted By:** Ricky L. Clark, Jr., City Manager

**Date Submitted:** February 29, 2024

**Work Session Date:** March 4, 2024

**Council Meeting Date:** March 4, 2024

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**Background/History:**

Councilmembers James, Chair of the Urban Redevelopment Agency is seeking the appointment of Yasmin Julio to fill the unexpired term of Marisol Sconiers who recently resigned her seat. Her term is set to expire March 21, 2026.

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**Cost: \$** Budgeted for:  Yes  No

**Financial Impact:**

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**Action Requested from Council:**

**File Attachments for Item:**

**7. Council Approval on the Forest Parkway Median Landscape – Executive Offices**



CITY OF  
**FORESTPARK**

## City Council Agenda Item

**Subject:** Forest Parkway Median Landscape Discussion & Approval– Executive Offices

**Submitted By:** James Shelby

**Date Submitted:** February 27, 2024

**Work Session Date:** March 4, 2024

**Council Meeting Date:** March 4, 2024

### Background/History:

Falcon Design Consultants, LLC (FDC) has prepared a Task Order (TO) to assist the City of Forest Park with a landscape plan, bid assistance, and construction management for landscape improvements along the median of Forest Parkway within the city limits of Forest Park. The total centerline distance of the project limits is approximately 9,900 L.F. or 1.875 miles.

Additionally, FDC will provide bid assistance and construction management services, as required, to provide a complete project to the City of Forest Park. Based on meetings with GDOT, FDC will prepare plans using local GIS and aerial data.

**Cost:** \$ 25,000.00

**Budgeted for:** \_\_\_\_\_ Yes \_\_\_\_\_ No

**Financial Impact:** 2015 SPLOST 325-22-4224-54-1210

No Impact on General Funds

### **Action Requested from Council:**

Approval of a Task Order for Falcon Design Consultants, LLC to assist the City of Forest Park with a landscape plan, bid assistance, and construction management for landscape improvements along the median of Forest Parkway.

To: City of Forest Park  
745 Forest Pkwy.  
Forest Park, GA 30297  
Attn: Mr. James Shelby

Date: February 27, 2024  
From: Falcon Design Consultants, LLC

Project: **Forest Parkway Median/Monument Sign Landscape Plan**

TO No.: **FDC 2024.02**

### **Background Information and Project Scope**

*Falcon Design Consultants, LLC (FDC)* has prepared this Task Order (TO) to assist the City of Forest Park with a landscape plan, bid assistance, and construction management for landscape improvements along the median of Forest Parkway within the city limits of Forest Park. The total centerline distance of the project limits is approximately 9,900 L.F. or 1.875 miles. The project will consist of developing Contract Plans utilizing existing GIS photographic data to develop plans and also create a complete set of Contract Documents and Technical Specifications for the City of Forest Park. The City will post the complete set for the purpose of receiving responsive bids from qualified contractors to perform the work proposed. Additionally, FDC will provide bid assistance and construction management services, as required, to provide a complete project to the City of Forest Park. Based on meeting with GDOT, FDC will prepare plans using local GIS and aerial data. FDC will also include landscape plans for the new monument signs previously designed by Precision Planning. We are assuming cad files will be provide by PPI for the monument signs to assist in preparing the landscape plan for each monument.

### **Task – A. Landscape Plan**

- Develop a standardized planting plan for enhancement of portions of the vegetative areas within the median of Forest Parkway.
- Develop a complete plan set for this project that defines the planting locations and modifications suitable to obtaining public bids.
- Plans to be developed utilizing existing GIS photographic data along with standardized details.
- Submit plans to the GDOT for their formal review and approval and address any comments received by this department.
- Prepare landscape plans for each of the newly installed monument signs previously designed by PPI.

### **Task – B. Bid Assistance**

- Prepare Contract Documents and Technical Specifications for the project suitable for bidding by the City's Procurement Department.
- Assist the City's Procurement Department with conducting a Pre-Bid meeting for the project.
- Assist the City's Procurement Department with responses to written questions for the project.
- Assist the City's Procurement Department with developing project addendums as required.
- Assist the City's Procurement Department with bid opening.
- Develop a Bid Tabulation sheet for the project.
- Assist the City's Procurement Department with issuing the contract.
- Review bidder's references and provide a recommendation of award to the City as requested by the City's Procurement Department.

### **Task – C. Construction Management**

- Conduct a formal project Preconstruction Conference.
- Meet with Owner and Contractor for progress meetings as required and develop meeting minutes for project documentation.
- Coordinate all design intent issues regarding Contract Drawings and Technical Specifications.



**Task Order FDC 2024.02**

- Conduct reviews of construction activity as required for compliance with Contract Drawings and Technical Specifications, construction standards, current schedule, and equipment testing and training.
- Maintain periodic photographic records for construction activities observed during on-site visits.
- Development of a project Submittal Log and assist as needed with submittal distribution to the appropriate review professional and assist in maintaining the required schedule for all submissions.
- Development of a project RFI Log and assist with the coordination of responses for all questions, distributing to the appropriate professional, and maintaining the required schedule for all responses.
- Review and make recommendations for payment of all pay applications and coordinate with the Owner all Change Order requests.
- Provide Value Engineering Analysis on an as needed basis for project components related to cost and time savings.
- Development of project Punch Lists in accordance with the Contract Documents.
- Provide verifications of milestone documentation for Substantial Completion and Final completion of the project.

**Fee Estimate**

The budget below includes staff time and expenses necessary to perform the scope of work outlined above. This budget is for the scope of work referenced above.

<u>Design and Bid Services:</u>	<u>Estimated Budget</u>
A. Landscape Plan for Median:	\$20,000.00
B. Bid Assistance:	\$ 5,000.00
<b><u>TOTAL LUMP SUM FEE</u></b>	<b><u>\$25,000.00</u></b>

**Percent Of Construction Services:**

C. Construction Management: 3.0% OF ACTUAL BID

**Authorized:**

As our authorization to proceed with the scope of work, schedule and fee structure outlined herein, please sign in the space provided below and return one copy to this office for our records.

**AUTHORIZATION TO PROCEED – THIS TASK ORDER ONLY**

Authorized by: \_\_\_\_\_ Title: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

**Approved for Funding**

Authorized by: \_\_\_\_\_ Title: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Budget Line Item # \_\_\_\_\_



\*ENGINEERING \* LAND PLANNING \* SURVEYING \*  
\*CONSTRUCTION MANAGEMENT \* LANDSCAPE ARCHITECTURE\*  
WWW.FDC-LLC.COM

Item # 7.

**Task Order FDC 2024.02**

Authorized by: 

Title: **Managing Partner**

Print Name: **Adam Price, P.E.**

Date: 02/27/2024



**RESOLUTION NO. 2024-\_\_\_\_\_**

**A RESOLUTION TO AUTHORIZE THE ISSUANCE OF A TASK ORDER  
TO FALCON DESIGN CONSULTANTS LLC FOR LANDSCAPNG BID  
ASSISTANCE AND CONSTRUCTION MANAGEMENT SERVICES.**

WHEREAS, the City of Forest Park (“City”) is a municipal corporation duly organized and existing under the laws of the State of Georgia and is charged with being fiscally responsible concerning the use and expenditure of all public funds; and

WHEREAS, the City desires to issue a task order to Falcon Design Consultants, LLC to assist the City with a landscape plan, bid assistance, and construction management for landscape improvements along the median of Forest Parkway within the city limits of Forest Park. The total centerline distance of the project limits is approximately 9,900 L.F. or 1.875 miles.

THEREFORE, THE CITY COUNCIL OF THE CITY OF FOREST PARK HEREBY RESOLVES:

**SECTION 1. Approval of Vendor.** Falcon Design Consultants, LLC’s task order for landscaping plans, bid assistance, and construction management services (Task Order FDC 2024.02) as presented to the Council on March 4, 2024, is hereby approved. Work shall commence upon the issuance of a notice to proceed from the City.

**SECTION 2. Public Record.** This document shall be maintained as a public record by the City Clerk and shall be accessible to the public during all normal business hours of the City of Forest Park.

**SECTION 3. Authorization of Execution.** The Mayor is hereby authorized to sign all documents necessary to effectuate this Resolution.

**SECTION 4. Attestation.** The City Clerk is authorized to execute, attest to, and seal any documents which may be necessary to effectuate this ordinance, subject to approval as to form by the City Attorney.

**SECTION 5. Effective Date.** This resolution shall become effective immediately upon its adoption by the Mayor and City Council of the City of Forest Park as provided in the City Charter.

[SIGNATURES APPEAR ON FOLLOWING PAGE]

SO RESOLVED this 4th day of March, 2024.

\_\_\_\_\_  
Angelyne Butler, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk (SEAL)

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

**File Attachments for Item:**

**8. Council Approval on the City of Forest Park Blight Tax Ordinance – Executive Offices**



CITY OF  
**FORESTPARK**

## City Council Agenda Item

**Subject:** City of Forest Park Blight Tax Ordinance – Executive Offices

**Submitted By:** Ricky L. Clark, Jr., City Manager

**Date Submitted:** February 20, 2024

**Work Session Date:** March 4, 2024

**Council Meeting Date:** March 4, 2024

### Background/History:

Neighborhood blight and the presence of vacant and abandoned properties have profound negative impacts on afflicted communities. Blighted properties decrease surrounding property values, erode the health of local housing markets, pose safety hazards, and reduce local tax revenue. As part of our ONE Forest Park initiative and our strategic pillars of Neighborhood Sustainability, we are seeking to implement our very first Blighted Property Tax.

Blight's wide-ranging effects are complicated to address, but stakeholders across the nation are developing and implementing strategies to combat it. In 2002, Georgia voters approved a constitutional amendment allowing counties and municipalities to establish a tax incentive program to encourage property owners to remediate or redevelop blighted properties. The Community Redevelopment Tax Incentive Program, operates like a "blight tax." It increases property taxes on blighted properties and subsequently decreases them for a period of time once the property is remediated or redeveloped.

Staff is seeking to implement an ordinance in which a millage rate of 7.0 mills is applied to properties that are maintained in a blighted condition. The proposed ordinance prescribes the process for identification of blighted property to include but not be limited to a required inspection of the parcel, a request made by five (5) residents living in a different household, etc. Upon receipt of the inspection report, a determination shall be made in writing, confirming that the property, per ordinance standards, is in a blighted condition. Persons notified shall have thirty (30) days from the receipt of said notice to request a hearing within Municipal Court. Within 30 days, the Court Clerk shall have ten days to provide notice of the established hearing date; after such hearing, the final ruling shall be deemed final unless a petition is submitted to the Superior Court of Clayton County for a writ of certiorari.

A property owner or person(s) who is chargeable with the payment of ad valorem taxes on real property which has been officially designated pursuant to this article as property maintained in a blighted condition may petition the public officer to lift the designation, after proper inspection to ensure compliance. Real property which has had its designation as maintained in a blighted condition removed by the public officer, as provided in section 3-8-5, Identification of blighted property, of this article, shall be eligible for a decrease in the rate of city ad valorem taxation by applying a factor of 0.5 to the city millage rate applied to the property, so that such property shall be taxed at a lower millage rate than the millage rate generally applied in the municipality or otherwise provided by general law;

such decreased rate of taxation shall be applied beginning with the next tax bill rendered following removal of official designation of a real property as blighted. The decreased rate of taxation may be given in successive years, depending on the amount of cost expended by the person(s) chargeable with payment of ad valorem taxes on the property to satisfy its remediation or redevelopment, with every twenty-five thousand dollars (\$25,000.00) or portion thereof equaling one (1) year of tax reduction; provided, however, that no property shall be entitled to reduction in city ad valorem taxes for more than four (4) successive years.

For calculation purposes: A property worth \$250,000, the fair market value, taxed at 40%, is 100,000. \$100,000 times our current millage rate of .016743 would pay taxes of \$1674.30. An increase of 7% would make the millage rate  $100,000 * .023743$ , with an additional amount due in taxes of 2,374.30 (this would be the increase based upon the blighted tax, if adopted)

A property worth \$100,000 FMV with a taxed 40% is  $\$40,000 * .016743 = \$669.72$ . An increase to  $.023743 * 40,000$  would be \$949.72.

There are various advantages to a higher tax on blighted property. First, the higher tax rate may motivate property owners to stabilize or improve blighted conditions. It may also encourage owners to sell blighted properties to others who are willing to do the work. If a property is vacant or underutilized, the higher tax may encourage the owner to rent it in order to pay the extra taxes. These actions could subsequently increase the blighted property's value and that of nearby properties.

Additionally, because blighted properties often demand higher government services (e.g., public safety and code enforcement services) than other properties, the higher tax allows local governments to recover some of the costs associated with this increased burden.

The main disadvantage to a blight tax is that it could be particularly burdensome for low-income individuals, seniors, individuals with disabilities, and struggling businesses that have been unable to improve the blighted conditions due to economic circumstances or other reasons. In addition, property owners may pass on the cost of the increased taxes or repairs to low-income tenants or businesses that occupy these properties in the form of higher rents. With the efforts of our newly created Beautification Commission, we feel we will be able to alleviate some of these burdens on our legacy residents. An additional disadvantage is that the blight tax would only apply to taxable properties. Blighted properties owned by tax-exempt property owners, like churches and charitable organizations, would not be impacted.

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**Cost: \$** **Budgeted for:** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No**

**Financial Impact:**

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**Action Requested from Council:**



STATE OF GEORGIA  
CITY OF FOREST PARK  
COUNTY OF CLAYTON

ORDINANCE 2024-\_\_\_

1 AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF THE CITY OF  
2 FOREST PARK, GEORGIA TO AMEND TITLE 3 (FINANCE) AND ADOPT CHAPTER 8  
3 (BLIGHTED PROPERTY) IN THE CITY’S CODE OF ORDINANCES; TO PROVIDE AN  
4 ADOPTION DATE; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER LAWFUL  
5 PURPOSES.

6 **WHEREAS**, the duly elected governing authority of the City of Forest Park, Georgia (the  
7 “City”) is the Mayor and Council thereof; and

8 **WHEREAS**, section 36-35-3 of the Official Code of Georgia Annotated (O.C.G.A.)  
9 provides cities the power to adopt clearly reasonable ordinances, resolutions or regulations  
10 relating to the cities’ property and affairs; and

11 **WHEREAS**, the existence of blighted property increases the burden of the state and local  
12 government by increasing the need for government services; and

13 **WHEREAS**, the City desires to offer a community development tax incentive program to  
14 rehabilitate blighted property as authorized by O.C.G.A. § 41-2-12, et seq., and Article IX,  
15 Section II, of the 1983 Constitution of the State of Georgia to aid in the decrease of government  
16 services; and

17 **WHEREAS**, the amendments contained herein would benefit the health, safety, morals,  
18 and welfare of the citizens of the City of Forest Park, Georgia.

19           **Section One.** The text codified in Title 3 (Finance) in the Code of Ordinances of the City  
20 of Forest Park, Georgia is hereby amended to include a new Chapter 8 (Blighted Property), to be  
21 read and codified as set forth in **Exhibit A** attached hereto and incorporated herein.

22           **Section Two.** The preamble of this Ordinance shall be considered to be and is hereby  
23 incorporated by reference as if fully set out herein.

24           **Section Three.** (a) It is hereby declared to be the intention of the Mayor and Council that all  
25 sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their  
26 enactment, believed by the Mayor and Council to be fully valid, enforceable and constitutional.

27           (b) It is hereby declared to be the intention of the Mayor and Council that, to the greatest  
28 extent allowed by law, each and every section, paragraph, sentence, clause or phrase of this  
29 Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this  
30 Ordinance. It is hereby further declared to be the intention of the Mayor and Council that, to the  
31 greatest extent allowed by law, no section, paragraph, sentence, clause or phrase of this Ordinance  
32 is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this  
33 Ordinance.

34           (c) In the event that any phrase, clause, sentence, paragraph or section of this Ordinance  
35 shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable  
36 by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of  
37 the Mayor and Council that such invalidity, unconstitutionality or unenforceability shall, to the  
38 greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any  
39 of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinance and that, to  
40 the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs and

41 sections of the Ordinance shall remain valid, constitutional, enforceable, and of full force and  
42 effect.

43 **Section Four.** All ordinances and parts of ordinances in conflict herewith are hereby  
44 expressly repealed.

45 **Section Five.** This Ordinance shall be codified in a manner consistent with the laws of the  
46 State of Georgia and the City.

47 **Section Six.** The effective date of this Ordinance shall be the date of adoption unless  
48 otherwise stated herein.

49 **Section Seven.** The City Clerk, with the concurrence of the City Attorney, authorized to  
50 correct any scrivener’s errors found in this Ordinance, including any exhibits, as enacted.

51 **ORDAINED** this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

**CITY OF FOREST PARK, GEORGIA**

\_\_\_\_\_  
Angelyne Butler, Mayor

**ATTEST:**

\_\_\_\_\_ (SEAL)  
Randi Rainey, City Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
City Attorney

## EXHIBIT A

52 TITLE 3 – FINANCE

53 Chapter 8. - BLIGHTED PROPERTY

54 Sec. 3-8-1. - Short title.

55 This article shall be known as the "Forest Park Blighted Property Ordinance."

56 Sec. 3-8-2. - Purpose.

57 The existence of real property which is maintained in a blighted condition increases the burden  
58 of the state and local government by increasing the need for government services, including but  
59 not limited to social services, public safety services, and code enforcement services. Rehabilitation  
60 of blighted property decreases this need for such government services.

61 In recognition of the need for enhanced governmental services and in order to encourage  
62 private property owners to maintain their real property and the buildings, structures and  
63 improvement thereon in good condition and repair, and as an incentive to encourage community  
64 redevelopment, a community redevelopment tax incentive program is hereby established as  
65 authorized by Article IX, Section II, Paragraph VII(d) of the 1983 Constitution of the State of  
66 Georgia.

67 Sec. 3-8-3. - Definitions.

68 *Blighted property, blighted, or blight* means any property which:

69 (1) Presents one (1) or more of the following conditions:

- 70 (a) Uninhabitable, unsafe, or abandoned structure;
- 71 (b) Inadequate provisions for ventilation, light, air, or sanitation;
- 72 (c) An imminent harm to life or other property caused by fire, flood, hurricane, tornado,  
73 earthquake, storm, or other natural catastrophe respecting which the governor has  
74 declared a state of emergency under the state law or has certified the need for disaster  
75 assistance under federal law; provided, however, this division shall not apply to  
76 property unless the relevant public agency has given notice in writing to the property  
77 owner regarding specific harm caused by the property and the owner has failed to  
78 take reasonable measures to remedy the harm;

- 79 (d) A site identified by the Federal Environmental Protection Agency as a superfund  
 80 site pursuant to 42 U.S.C. Section 9601, et seq., or having environmental  
 81 contamination to an extent that requires remedial actions;
- 82 (e) Repeated illegal and criminal activity on the property of which the property owner  
 83 knew or should have known; or
- 84 (f) The maintenance of the property is below state, county, or municipal codes for at  
 85 least three (3) months after written notice of the code violation to its owner;
- 86 (g) Is conducive to ill health, transmission of disease, infant mortality, or crime in the  
 87 immediate proximity of the property;
- 88 (h) Property that is subject to frequent property maintenance or environmental code  
 89 citations; and
- 90 (i) Vacant property last occupied by a commercial or industrial use where no visible  
 91 commercial or industrial activity has occurred in more than three (3) months.

92 Property shall not be deemed blighted solely because of aesthetic conditions.

93 *Building inspector* means a certified inspector possessing the requisite qualifications to  
 94 determine minimal code compliance.

95 *Community redevelopment* means any activity, project, or service necessary or incidental to  
 96 achieving the redevelopment or revitalization of a redevelopment area or portion thereof  
 97 designated for redevelopment through an urban redevelopment plan or through local ordinances  
 98 relating to the repair, closing, and demolition of buildings and structures unfit for human  
 99 habitation.

100 *Governing authority* means the mayor and council of the City of Forest Park, a Georgia  
 101 municipal corporation.

102 *Millage or millage rate* means the levy, in mills, which is established by the governing  
 103 authority for purposes of financing, in whole or in part, the levying jurisdiction's general fund  
 104 expenses for the fiscal year.

105 *Person* means such individual(s), partnership, corporations, business entities and associations  
 106 which return real property for ad valorem taxation or who are chargeable by law for the taxes on  
 107 the property.

108 *Public officer* means the city manager or such officer or employee of the city as designated  
 109 by the city manager to perform the duties and responsibilities hereafter set forth in this article.

110 Sec. 3-8-4 - Ad valorem tax increase on blighted property.

- 111 (a) There is hereby levied on all real property within the city which has been officially identified  
 112 as maintained in a blighted condition an increased ad valorem tax by applying a factor of  
 113 seven (7.0) to the millage rate applied to the property, so that such property shall be taxed at  
 114 a higher millage rate generally applied in the municipality, or otherwise provided by general  
 115 law; provided, however, real property on which there is situated a dwelling house which is

116 being occupied as the primary residence of one (1) or more persons shall not be subject to  
 117 official identification as maintained in a blighted condition and shall not be subject to  
 118 increased taxation.

119 (b) Such increased ad valorem tax shall be applied and reflected in the first tax bill rendered  
 120 following official designation of a real property as blighted; provided however, if a property  
 121 owner resolves the blighted condition of such owner's property to the city's satisfaction (in  
 122 accordance with the provisions of section 3-8-6) at least sixty (60) days prior to the preparation  
 123 of the first tax bill following such official designation of such real property as blighted, the  
 124 property shall be eligible for the decrease of the tax rate as provided in section 3-8-7 in the  
 125 first tax bill rendered following official designation of such real property as blighted.

126 (c) Revenues arising from the increased rate of ad valorem taxation shall, upon receipt, be  
 127 segregated by the city manager and used only for community redevelopment purposes, as  
 128 identified in an approved urban redevelopment program, including defraying the cost of the  
 129 city's program to close, repair, or demolish unfit building and structures.

130 Sec. 3-8-5. - Identification of blighted property.

131 (a) In order for a parcel of real property to be officially designated as maintained in a blighted  
 132 condition and subject to increased taxation, the following steps must be completed:

133 (1) An inspection must be performed on the parcel of property. In order for an inspection  
 134 to be performed,

135 (a) A request may be made by the public officer or by at least five (5) residents (each  
 136 living in a different household from the others) of the city for inspection of a parcel  
 137 of property, said inspection to be based on the criteria as delineated in ordinance, or

138 (b) The public officer may cause a survey of existing housing conditions to be  
 139 performed, or may refer to any such survey conducted or finalized within the  
 140 previous five (5) years, to locate or identify any parcels which may be in a blighted  
 141 condition and for which a full inspection should be conducted to determine if that  
 142 parcel of property meets the criteria set out in this article for designation as being  
 143 maintained in a blighted condition.

144 (2) A written inspection report of the findings for any parcel of property inspected pursuant  
 145 to subsection (1) above shall be prepared and submitted to the public officer. Where  
 146 feasible, photographs of the conditions found to exist on the property on the date of  
 147 inspection shall be made and supplement the inspection report. Where compliance with  
 148 minimum construction, housing, occupancy, fire and life safety codes in effect within the  
 149 city are in question, the inspection shall be conducted by a certified inspector possessing  
 150 the requisite qualifications to determine minimal code compliance.

151 (3) Following completion of the inspection report, the public officer shall make a  
 152 determination, in writing, that a property is maintained in a blighted condition, as defined  
 153 by this article, and is subject to increased taxation.

154 (4) The public officer shall cause a written notice of his determination that the real property  
 155 at issue is being maintained in a blighted condition to be served upon the person(s) shown  
 156 on the most recent tax digest of Clayton County as responsible for payment of ad valorem  
 157 taxes assessed thereon; provided, however, where through the existence of reasonable  
 158 diligence it becomes known to the public officer that real property has been sold or  
 159 conveyed since publication of the most recent tax digest, written notice shall be given to

160 the person(s) known or reasonably believed to then own the property or be chargeable  
 161 with the payment of ad valorem taxes thereon, at the best address available. Service in  
 162 the manner set forth at O.C.G.A. § 41-2-12 and a notice posted on the property shall  
 163 constitute sufficient notice to the property's owner or person chargeable with the payment  
 164 of ad valorem taxes for purpose of this section, except that posting of the notice on the  
 165 property will not be required.

166 (b) The written notice given to the person(s) chargeable with the payment of ad valorem taxes  
 167 shall notify such person of the public officer's determination the real property is being  
 168 maintained in a blighted condition and shall advise such person of the hours and location at  
 169 which the person may inspect and copy the public officer's determination and any supporting  
 170 documentation. Persons notified that real property of which the person(s) is chargeable with  
 171 the payment of ad valorem taxes shall have thirty (30) days from the receipt of notice in which  
 172 to request a hearing before the city's municipal court. Written request for hearing shall be filed  
 173 with the public officer and shall be date stamped upon receipt. Upon receipt of a request for  
 174 hearing, the public officer shall notify the municipal court and the building inspector or person  
 175 who performed the inspection and prepared the inspection report.

176 (c) Within thirty (30) days of the receipt of a request for hearing, the municipal court clerk shall  
 177 set a date, time and location for the hearing and shall give at least ten (10) business days'  
 178 notice to the person(s) requesting the hearing, the public officer and the building inspector or  
 179 person who performed the inspection and prepared the inspection report. Notice of scheduled  
 180 hearings shall be published as a legal advertisement in the designated legal organ of the city,  
 181 at least five (5) days prior to the hearing. Hearings may be continued by the municipal court  
 182 judge upon request of any party, for good cause.

183 (d) At the hearing, the public officer shall have the burden of demonstrating by a preponderance  
 184 of the evidence that the subject property is maintained in a blighted condition, as defined by  
 185 this article. The municipal court judge shall cause a record of the evidence submitted at the  
 186 hearing to be maintained. Upon hearing from the public officer and/or their witnesses and the  
 187 person(s) requesting the hearing and/or their witnesses, the judge of municipal court shall  
 188 make a determination either affirming or reversing the determination of the public officer. The  
 189 determination shall be in writing and copies thereof shall be served on the parties by certified  
 190 mail or statutory overnight delivery. The determination by the court shall be deemed final. A  
 191 copy of such determination shall also be served upon the Tax Division of the City's Finance  
 192 Department, as applicable, who shall include the increased tax on the next regular tax bill  
 193 rendered on behalf of the city.

194 (e) Persons aggrieved by the determination of the court affirming the determination of the public  
 195 officer may petition the Superior Court of Clayton County, as applicable, for a writ of  
 196 certiorari within thirty (30) days of issuance of the court's written determination.

197 Sec. 3-8-6. - Remediation or redevelopment.

198 (a) A property owner or person(s) who is chargeable with the payment of ad valorem taxes on  
 199 real property which has been officially designated pursuant to this article as property  
 200 maintained in a blighted condition may petition the public officer to lift the designation, upon  
 201 proof of compliance with the following:

202 (1) Completion of work required under a plan of remedial action or redevelopment  
 203 approved by the city's planning and development director which addresses the conditions

204 of blight found to exist on or within the property, including compliance with all applicable  
205 minimum codes; or

206 (2) Completion of work required under a court order entered in a proceeding brought  
207 pursuant to Forest Park's nuisance ordinance.

208 (b) Before action on a petition to lift the designation, the public officer shall cause the property  
209 to be thoroughly inspected by a building inspector who, by written inspection report, shall  
210 certify that all requisite work has been performed to applicable code in a workmanlike manner,  
211 in accordance with the specifications of the plan of remedial action or redevelopment, or  
212 applicable court order. Upon finding required work to be satisfactorily performed, the public  
213 officer shall issue a written determination that the real property is no longer maintained in a  
214 blighted condition. Copies of this determination shall be served upon the person(s) chargeable  
215 with the payment of ad valorem taxes, and upon the Tax Division of the City's Finance  
216 Department.

217 (c) All plans for remedial action or redevelopment shall be in writing, signed by the person(s)  
218 chargeable with the payment of ad valorem taxes on the real property and the director of the  
219 city's planning and development department, and contain the following:

220 (1) The plan shall be consistent with the city's comprehensive plan and all laws and  
221 ordinances governing the subject property, and shall conform to any urban redevelopment  
222 plan adopted for the area within which the property lies;

223 (2) The plan shall set forth in reasonable detail the requirements for repair, closure,  
224 demolition, or restoration of existing structures, in accordance with minimal statewide  
225 codes; where structures are demolished, the plan shall include provisions for debris  
226 removal, stabilization and landscaping of the property;

227 (3) On parcels of five (5) acres or greater, the plan shall address the relationship to local  
228 objectives respecting land uses, improved traffic, public transportation, public utilities,  
229 recreational and community facilities, and other public improvements;

230 (4) The plan shall contain verifiable funding sources which will be used to complete its  
231 requirements and show the feasibility thereof;

232 (5) The plan shall contain a timetable for completion of required work; and

233 (6) Any outstanding ad valorem taxes (state, school, county, and city, including the  
234 increased tax pursuant to this article) and governmental liens due and payable on the  
235 property must be satisfied in full.

236 Sec. 3-8-7. - Decrease of tax rate.

237 (a) Real property which has had its designation as maintained in a blighted condition removed  
238 by the public officer, as provided in section 3-8-5, Identification of blighted property, of this  
239 article, shall be eligible for a decrease in the rate of city ad valorem taxation by applying a  
240 factor of 0.5 to the city millage rate applied to the property, so that such property shall be  
241 taxed at a lower millage rate than the millage rate generally applied in the municipality or  
242 otherwise provided by general law; such decreased rate of taxation shall be applied beginning  
243 with the next tax bill rendered following removal of official designation of a real property as  
244 blighted. The decreased rate of taxation may be given in successive years, depending on the  
245 amount of cost expended by the person(s) chargeable with payment of ad valorem taxes on  
246 the property to satisfy its remediation or redevelopment, with every twenty-five thousand  
247 dollars (\$25,000.00) or portion thereof equaling one (1) year of tax reduction; provided,



248           however, that no property shall be entitled to reduction in city ad valorem taxes for more than  
249           four (4) successive years.

250       (b)    In order to claim entitlement for a decreased rate of taxation, the person(s) chargeable with  
251           payment of ad valorem taxes on the property shall submit a notarized affidavit to the public  
252           officer, supported by receipts or other evidence of payment, of the amount expended.

253       Sec. 3-8-8. - Notice to tax division.

254           It shall be the duty of the public officer to notify the Tax Division of the City's Finance  
255           Department, as applicable, in writing as to designation or removal of designation of a specific  
256           property as maintained in a blighted condition. Such notice shall identify the specific property by  
257           street address and tax map, block and parcel number, as assigned by the tax commissioner of  
258           Clayton County, as applicable. The public officer shall cooperate with the Tax Division to assure  
259           accurate tax billing of those properties subject to increased or reduced ad valorem taxation under  
260           this article.

**File Attachments for Item:**

**9. Council Approval of the Final Plat- Towne Manor Townhomes-** Planning and Community Development Department



CITY OF  
**FORESTPARK**

## City Council Agenda Item

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**Subject:** Final Plat- Towne Manor Townhomes- Planning & Community Development

**Submitted By:** LaShawn Gardiner

**Date Submitted:** February 19, 2024

**Work Session Date:** March 4, 2024

**Council Meeting Date:** March 4, 2024

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### Background/History:

The Towne Manor townhome development located at 437 North Avenue is nearing completion of the 16-townhome unit subdivision and is now in the final plating stage. The preliminary plat was approved by the Planning Commission on August 18, 2022. The development is located on 1.61 acres on the corner of North Avenue and Burks Road.

---

**Cost: \$** N/A

**Budgeted for:** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No**

**Financial Impact:**

N/A

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### **Action Requested from Council:**

Approval with the conditions: Applicant submit protective covenants and developer will be responsible for costs associated with design and construction of sanitary sewer/water improvements.



# CITY OF FOREST PARK

Planning & Community Development Department  
785 Forest Parkway  
Forest Park, Georgia 30297  
(404) 608-2300 Fax: (404) 608-2306

## STAFF REPORT – Final Plat

Public Hearing Date: February 15, 2024

Case: FP-2024-01

**Current Zoning:** RT – Two-Family Residential

**Proposed Request:** The applicant is requesting an approval of the Final Plat for 437 North Ave – to subdivide existing parcel into 16 lots for a 16-unit townhome subdivision.

**Staff Report Compiled By:** SaVaughn Irons, Principal Planner

**Staff Recommendation:** Approval of Final Plat with Conditions

### APPLICANT INFORMATION

**Owner of Record:**

Name: Forest Park Townhomes, LLC  
Address: 437 North Ave  
City/State: Forest Park, Georgia 30297

**Applicant:**

Name: Darion Dunn  
Address: 541 10<sup>th</sup> Street, Suite 249  
City/State: Atlanta, Georgia

### PROPERTY INFORMATION

**Parcel Number:** 13051A A008  
**Address:** 437 North Ave

**Acreage:** 1.61  
**FLU:** Duplex Residential

### SUMMARY

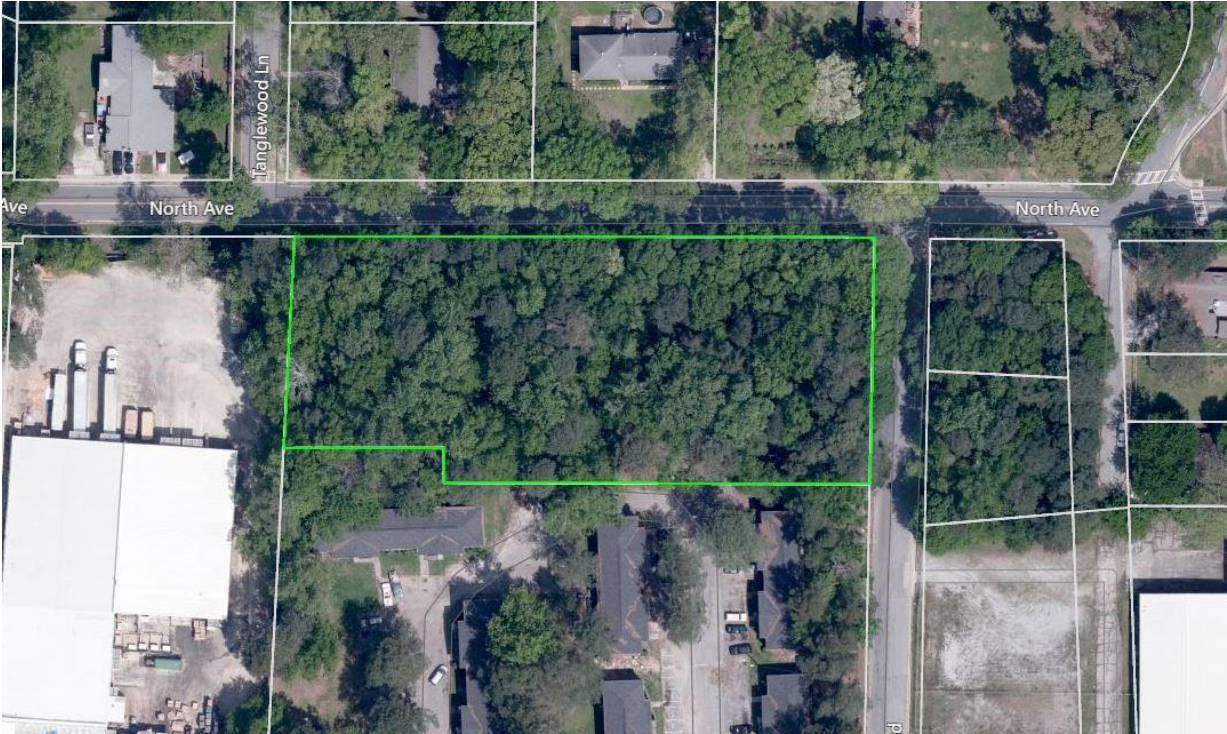
The applicant is requesting the approval of a Final Plat for 437 North Ave to subdivide a 1.61+/- acre parcel into a 16-unit townhome subdivision.

### FINDINGS OF FACT

Forest Park Townhomes, LLC is now in the final plating stage and nearing the completion of development for a 16-townhome unit subdivision on a total development area of 1.61+/- acre lot. The property is located south of North Avenue on the corner of North Ave and Burks Rd. The Preliminary Plat was presented to the Planning commission on August 18, 2022, and received an approval to move forward with conditions. The zoning at the time of the Preliminary Plat approval was RT (Two Family Residential District). Through the timeline of this development, the Preliminary Plat and final plat was routed to appropriate city departments for review and comments. There were no comments provided. Based on this information, the final plat is consistent with the Preliminary Plat and what was initially

proposed during the predevelopment phase. An approval of this Final Plat will allow the applicant to subdivide the initial 1.61+/- acre lot into 16 lots for the development of a 16-unit townhome subdivision.

**AERIAL MAP**



**ZONING MAP**



**Multiple Family Residential (RM)**

**ZONING CLASSIFICATIONS OF CONTIGUOUS PROPERTIES**

Direction	Zoning & Use	Direction	Zoning & Use
North	RT – Two Family Residential District (Residential Properties)	East	RT – Two Family Residential District (Residential Properties)
South	RM – Multiple Family Residential District (Residential Properties)	West	HI – Heavy Industrial District (Warehouse)

**RESIDENTIAL ZONING STANDARDS**

Minimum Lot Area:

- 9,000 sq. ft.

Minimum Lot Width:

- 90 feet

Maximum Lot Depth:

- None

Minimum Lot Frontage:

- 100% of the lot width

Minimum Front Yard Setback:

- 25 feet

Minimum Side Yard Setback:

- 10 feet

Minimum Rear Yard Setback:

- 30 feet

Maximum Lot Coverage:

- 30 percent

Minimum Living Area:

- 1,200 sq. ft.

Maximum Structure Height:

- 40 feet for the primary structure
- 15 feet for accessory structures.

### CURRENT CONDITIONS









3. Sidewalks shall serve each lot and shall be designed and constructed in accordance with City Standards.

Attachments Included

- Site Plan

SURVEYOR'S NOTES

- 1. PROPERTY IS SUBJECT TO ALL EXISTING ROAD RIGHTS-OF-WAYS, ALL EXISTING UTILITY EASEMENTS AND ALL EXISTING INGRESS AND EGRESS EASEMENTS, RECORDED OR UNRECORDED.
2. THE UTILITIES SHOWN ARE FOR THE CLIENT'S CONVENIENCE ONLY - THERE MAY BE OTHER UNDERGROUND UTILITIES NOT SHOWN HEREON. THE SURVEYOR ASSUMES NO RESPONSIBILITY FOR THE UNDERGROUND UTILITIES SHOWN OR NOT SHOWN. ALL DAMAGES MADE TO EXISTING UTILITIES BY THE OWNER OR THE OWNER'S AGENT, SHALL BE THE SOLE RESPONSIBILITY OF THE OWNER, OR THE OWNER'S AGENT, I.E. UNDERGROUND TANKS, GAS LINES, WATER LINES, SEWER LINES, ETC.
3. EASEMENTS ILLUSTRATED ARE FROM CLIENT SUPPLIED TITLE REPORT UNIVERSAL ID # 1139572 DATED MARCH 15, 2021.
4. ACCORDING TO THE FLOOD INSURANCE RATE MAP (F.I.R.M.) OF CLAYTON COUNTY, PANEL NUMBER 13063C0057F, DATED 06/07/2017, A PORTION OF THIS PROPERTY IS NOT IN A FLOOD HAZARD AREA.
5. THE ACCOMPANYING SURVEY WAS MADE ON THE GROUND AND CORRECTLY SHOWS THE LOCATION OF ALL BUILDINGS, STRUCTURES AND OTHER IMPROVEMENTS SITUATED ON THE ABOVE PREMISES; THERE ARE VISIBLE ENCROACHMENTS ON THE SUBJECT PROPERTY FROM ADJACENT LAND ABUTTING SAID PROPERTY AS SHOWN HEREON AND WAS MADE IN ACCORDANCE WITH LAWS AND/OR MINIMUM STANDARDS OF THE STATE OF GEORGIA.
6. 811 WAS CALLED AS PART OF THIS SURVEYING EFFORT AND THE DIG TICKET NUMBER IS 210419-005590. NOT ALL UTILITIES WERE COMPLETELY MARKED AND NO SUBSURFACE LOCATION WAS PERFORMED BY CROY PERSONNEL.
7. FIELD WORK FOR THIS PROJECT WAS COMPLETED ON 04/21/2021. THIS PLAN IS PREPARED FROM A FIELD SURVEY USING A JAVAD BASE AND ROVER, POST PROCESSED THROUGH JAVAD'S PROPRIETARY DPO SYSTEM, WITH BOTH GNSS AND DODI SATELLITES BEING IMPLEMENTED IN THE RTK AND POST PROCESS SOLUTIONS. THE POSITIONAL TOLERANCE MEETS OR EXCEEDS 0.048 FT +/- 50 PPM AT THE 95 PERCENT CONFIDENCE LEVEL. IMPROVEMENTS LOCATED WITH A TRIMBLE S6 TOTAL STATION WERE BASED ON THE SAME DATUM AS THE JAVAD BASE AND ROVER. THIS MAP OR PLAN HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 162,841 FEET. THE CLOSURE PRECISION PLACED ON THE SURVEY SHALL BE BASED ON THE ACTUAL MAP CLOSURE THAT HAS BEEN INDEPENDENTLY CALCULATED BY THE SURVEYOR BY USING BEARINGS AND DISTANCES FROM THE FACE OF THE MAP AND IS NOT A GENERALIZATION. ALL LOTS OR PARCELS SHOWN ON THE MAP HAVE BEEN MAP CHECKED FOR CLOSURE AND AREA. FOR A SUBDIVISION PLAN OR MAP, A SURVEY THAT DEPICTS MORE THAN ONE TRACT, THE CLOSURE PRECISION STATED MAY BE THAT OF THE EXTERIOR LINES AND AN AVERAGE OF THE TRACTS.
8. THE BEARINGS SHOWN ON THIS PLAN WERE BASED ON A GRID NORTH GEORGIA STATE PLANE COORDINATE SYSTEM - WEST ZONE NAD83 (U.S. FOOT) AS ESTABLISHED BY CROY-ENGINEERING LLC. DISTANCES AND AREAS SHOWN REFLECT HORIZONTAL GROUND - SURFACE MEASUREMENTS. THE RELATIVE POSITIONAL ACCURACY, AS CALCULATED ACCORDING TO THE FEDERAL GEOGRAPHIC DATA COMMITTEE PART 3: NATIONAL STANDARD FOR SPATIAL DATA ACCURACY, IS .04 FT HORIZONTAL AND .07 FT VERTICAL AT THE 95% CONFIDENCE LEVEL. VERTICAL DATUM IS NAVD 88.
9. NO CEMETERIES WERE OBSERVED DURING THE PERFORMANCE OF THIS SURVEY. NO QUALIFIED ARCHEOLOGICAL PROFESSIONAL WAS CONSULTED OR HIRED AND THE SURVEYOR TAKES EXCEPTIONS TO ANY SUCH INFORMATION EXPRESSED OR IMPLIED.
10. THIS PLAN IS SUBJECT TO THE COVENANTS SET FORTH IN THE SEPARATE DOCUMENT AS RECORDED IN DEED BOOK 13043, PAGE(S) 426-473, WHICH HEREBY BECOMES A PART OF THIS PLAN.
11. THERE APPEARS TO BE AN ENCROACHMENT ACROSS THE SOUTHERN PROPERTY AS EVIDENCED BY THE TWO LIGHT POLES AND EDGE OF PAVEMENT.
12. WATER SERVICE PROVIDED BY CLAYTON COUNTY WATER AUTHORITY.
13. WASTEWATER SERVICE PROVIDED BY CLAYTON COUNTY WATER AUTHORITY.
14. THE PURPOSE OF THIS PLAN IS TO SHOW THE ORIGINAL LOT OF 1.62 ACRES OF LAND AND THE PROPOSED SUBDIVISION OF SIXTEEN LOTS INTENDED TO BE THE BUILDING ENVELOPES OF EACH TOWNHOUSE TO BE CONSTRUCTED.

REFERENCES

\* PLAT BY DIVERSIFIED TECHNICAL GROUP, L.L.C. DATED 12/15/2016 AND PROVIDED AS PART OF THIS SURVEY EFFORT.

PROPERTY INFO

PID: 13051A A008
FOREST PARK TOWNHOMES, LLC
437 NORTH AVENUE
CITY OF FOREST PARK, GA 30297
DB-10935 PG-127
ZONED RM-55

ZONING

PER EMAIL FROM CITY HUNGATE AT THE PLANNING AND ZONING DEPARTMENT OF THE CITY OF FOREST PARK DATED NOV. 16, 2020.
PROPERTY IS DUAL ZONED RM-85 FOR RESIDENTIAL AND MULTI-FAMILY DWELLINGS.

DEVELOPER

ATLANTICA PROPERTIES, LLC.
541 10TH STREET, SUITE 249
ATLANTA, GA 30318
LDP#: G23-01

Table with 2 columns: Lot Number, Street Address. Lists lots 1 through 16 with their respective addresses from 433 North Ave to 463 North Ave.

Call Table with 3 columns: Line, Bearing, Distance. Lists 20 lines of survey data with bearings and distances.

(FOR RECORDING PURPOSES)

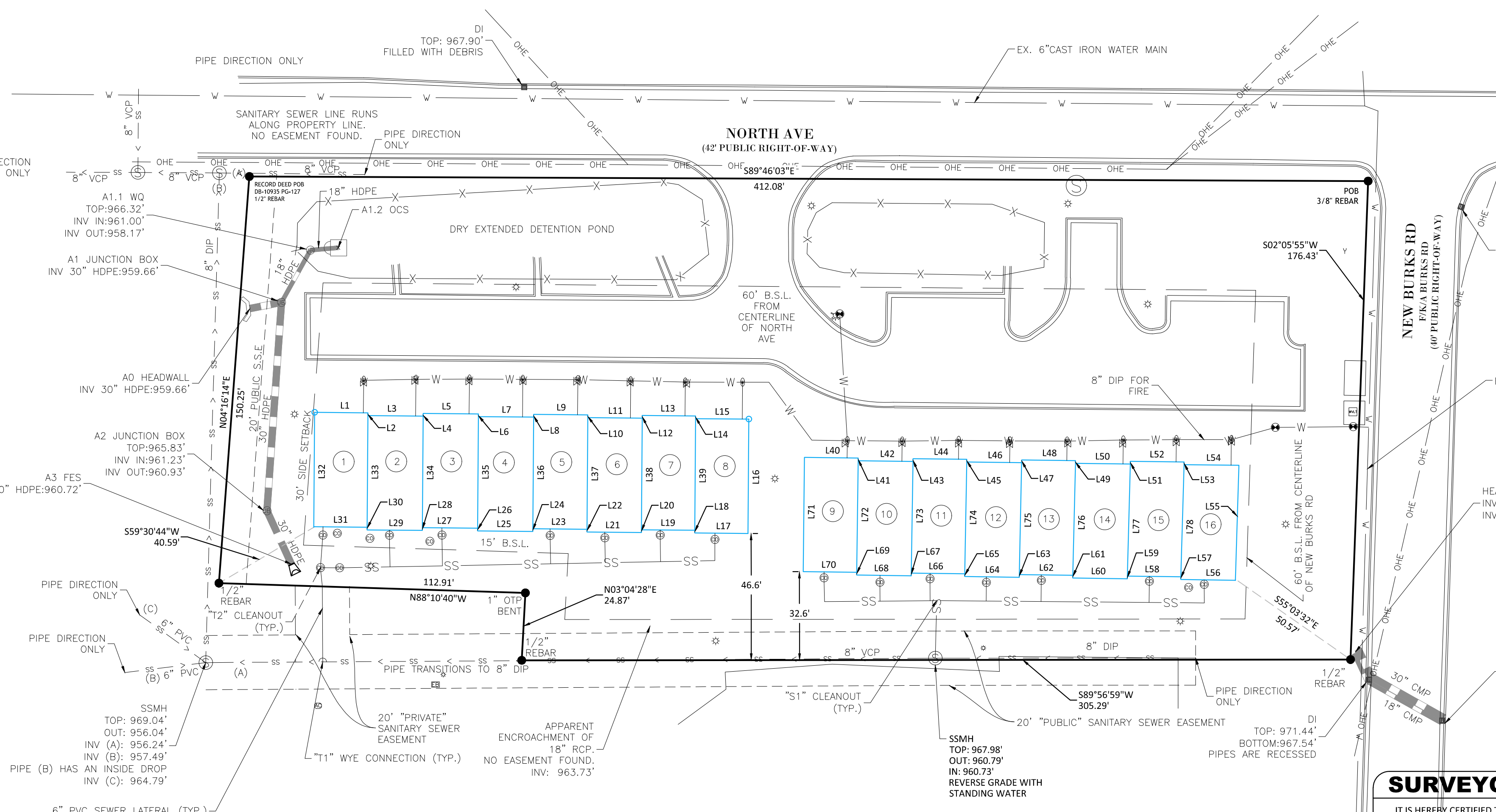
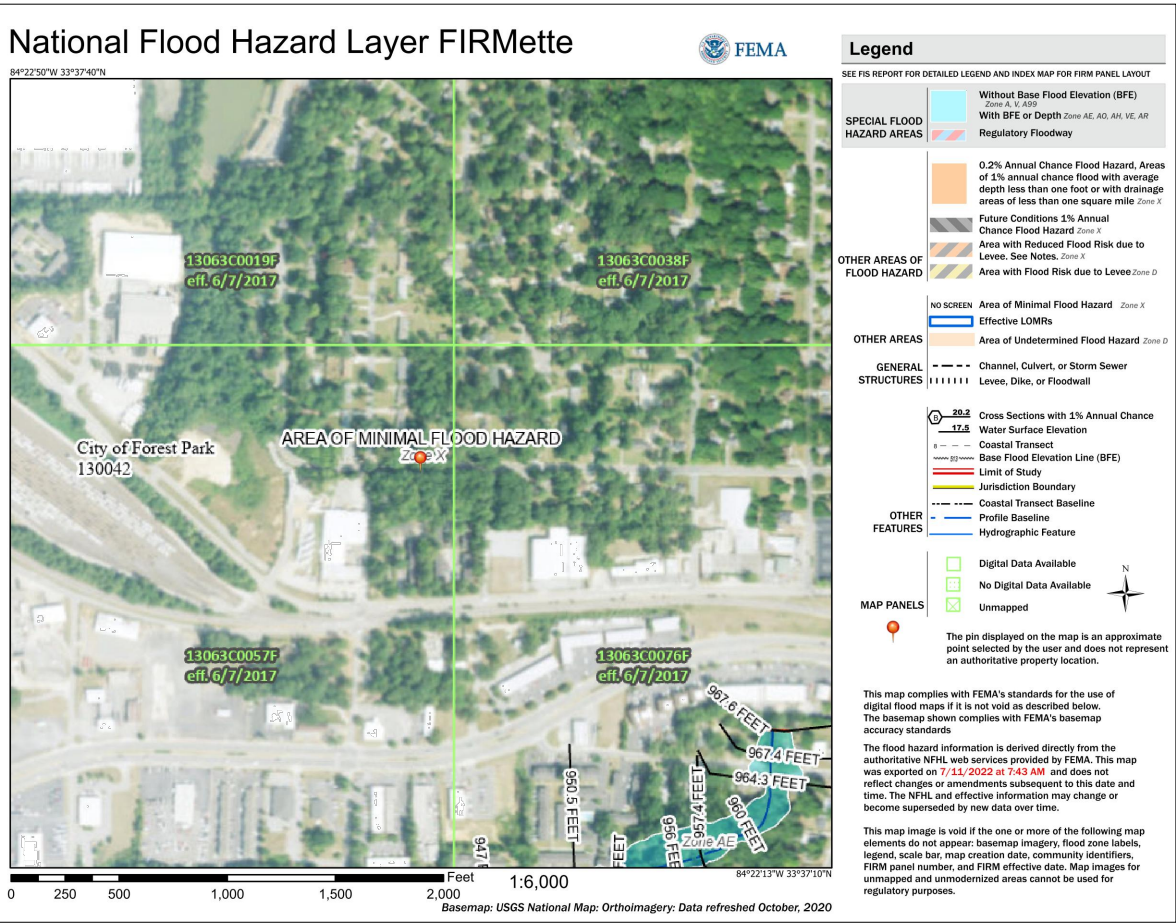
LEGEND

- BOUNDARY
ADI. BOUNDARY
BUILDING
WALL
CENTERLINE OF DITCH
FENCE
SAN. SEWER LINE
LAND LOT LINE
STORM SEWER LINE
JUNCTION BOX
SINGLE WING C.B.
DOUBLE WING C.B.
DROP INLET
STORM SEWER MANHOLE
SAN. SEWER MANHOLE
CLEAN OUT
FIRE HYDRANT
WATER METER
IRRIG. CONTROL VALVE
WATER VALVE
FIRE DEPT. CONNECTION
WATER VAULT
GAS VALVE
GAS VALVE
TELE. PEDESTAL
ELECTRIC BOX
ELECTRIC METER
PULL BOX
LIGHT POLE
POWER POLE
GLY POLE
AIR CONDITIONING UNIT
H/C PARKING
BOLLARD
MAIL BOX
SIGN
TREE
RIGHT OF WAY MONUMENT FOUND
PROPERTY MONUMENT FOUND
5/8" REBAR SET
CALCULATED POINT
POINT OF COMMENCEMENT
POINT OF BEGINNING

AREAS

- LOT 1: 862.64 SQ. FT.
LOT 2: 823.93 SQ. FT.
LOT 3: 862.64 SQ. FT.
LOT 4: 823.93 SQ. FT.
LOT 5: 862.64 SQ. FT.
LOT 6: 823.93 SQ. FT.
LOT 7: 862.64 SQ. FT.
LOT 8: 811.72 SQ. FT.
LOT 9: 862.64 SQ. FT.
LOT 10: 823.93 SQ. FT.

SCALE IN FEET
1" = 20'



APPROVAL OF THE CITY COUNCIL OF FOREST PARK, GA
This plat has been approved by the Planning Commission and subsequent thereto submitted to and considered by the City Council of the City of Forest Park, Georgia, the same is hereby approved subject to the protective covenants shown thereon. By approving this plat the city does not accept for maintenance any street until same has been constructed in accordance with existing rules, regulations and specifications and a warranty deed delivered and accepted by the city nor does the city accept for maintenance purposes any drainage easement not within the right-of-way of a street deemed to the city.

Dated this \_\_\_ day of \_\_\_, 20\_\_
By \_\_\_, City Manager

APPROVAL OF THE FOREST PARK PLANNING COMMISSION
This plat has been submitted to and considered by the Forest Park Planning Commission and is approved by such Commission subject to the approval of the city council.

Dated this \_\_\_ day of \_\_\_, 20\_\_
THE FOREST PARK PLANNING COMMISSION
By \_\_\_, Chairman
By \_\_\_, Secretary

SUBDIVISION PLAT APPROVAL

THE DIRECTOR OF PLANNING, BUILDING & ZONING FOR THE CITY OF FOREST PARK, GEORGIA, CERTIFIES THAT THIS PLAT COMPLIES WITH THE CITY OF FOREST PARK ZONING ORDINANCE AND THE CITY OF FOREST PARK SUBDIVISION REGULATIONS AS AMENDED.

FOR THE DIRECTOR OF PLANNING, BUILDING & ZONING DATE

DRAINAGE

THE OWNER OF RECORD, ON BEHALF OF ITSELF AND ALL SUCCESSORS IN INTEREST, SPECIFICALLY RELEASES THE CITY OF FOREST PARK FROM ALL LIABILITY AND RESPONSIBILITY FOR FLOODING OR EROSION FROM STORM DRAINAGE OR FROM FLOODING FROM HIGH WATER OF NATURAL CREEKS, RIVERS, OR DRAINAGE FEATURES. A DRAINAGE EASEMENT IS HEREBY ESTABLISHED FOR THE SOLE PURPOSE OF PROVIDING FOR THE EMERGENCY PROTECTION OF THE FREE FLOW OF SURFACE WATERS ALONG ALL WATERCOURSES AS ESTABLISHED BY THESE REGULATIONS. THE CITY OF FOREST PARK MAY CONDUCT EMERGENCY MAINTENANCE OPERATIONS WITHIN THIS EASEMENT WHERE EMERGENCY CONDITIONS EXIST. EMERGENCY MAINTENANCE SHALL BE THE REMOVAL OF TREES AND OTHER DEBRIS, EXCAVATION FILLING, AND THE LIKE, NECESSARY TO REMEDY A CONDITION, WHICH IN THE JUDGMENT OF STAFF AND DIRECTOR, IS POTENTIALLY INJURIOUS TO LIFE, PROPERTY OR THE PUBLIC ROAD OR UTILITY SYSTEM.

SUCH EMERGENCY MAINTENANCE, CONDUCTED FOR A COMMON GOOD, SHALL NOT BE CONSTRUED AS CONSTITUTING MAINTENANCE OBLIGATION ON THE PART OF THE CITY OF FOREST PARK, NOR AN ABROGATION OF THE CITY OF FOREST PARK'S RIGHT TO SEEK REIMBURSEMENT FOR EXPENSES FROM THE OWNER/S OF THE PROPERTY OF THE LANDS THAT GENERATED THE CONDITIONS.

SURVEYOR'S CERTIFICATE

IT IS HEREBY CERTIFIED THAT THIS MINOR SUBDIVISION PLAT IS TRUE AND CORRECT AND WAS PREPARED FROM AN ACTUAL SURVEY OF THE PROPERTY, MADE BY ME OR UNDER MY SUPERVISION, THAT ALL MONUMENTS SHOWN HEREON ACTUALLY EXIST, OR ARE MARKED AS "FUTURE", AND THEIR LOCATION, SIZE, TYPE AND MATERIAL IS CORRECTLY SHOWN.

SURVEYOR'S CERTIFICATE

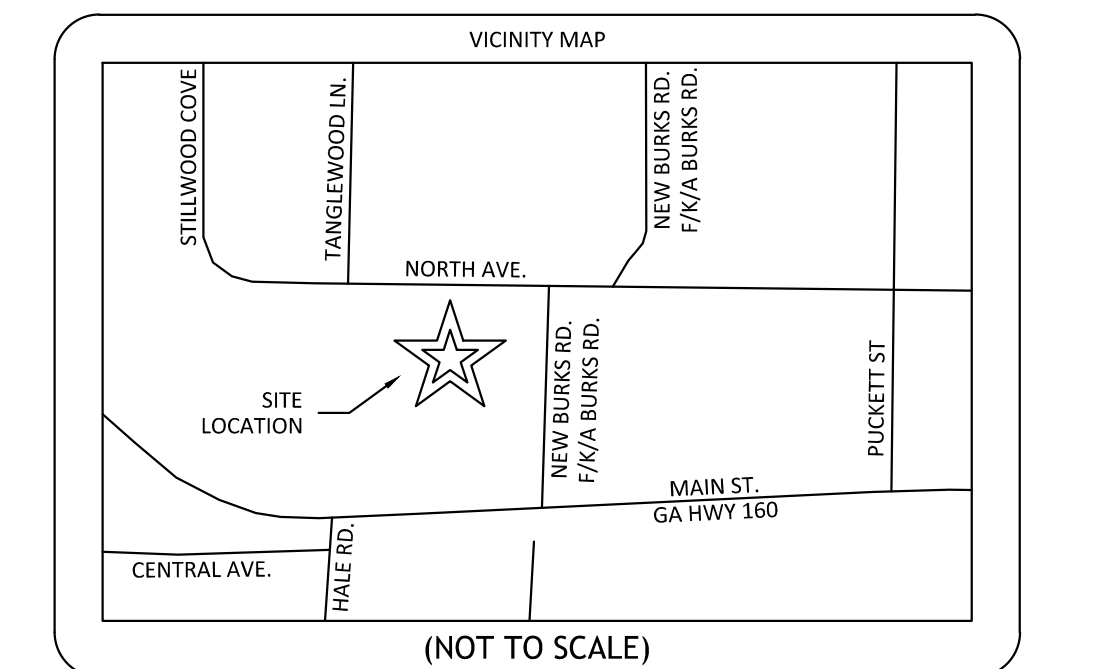
(i) As required by subsection (d) of O.C.G.A. Section 15-6-67, this plat has been prepared by a land surveyor and approved by all applicable local jurisdictions for recording as evidenced by approval certificates, signatures, stamps, or statements hereon. Such approvals of affirmations should be confirmed with the appropriate governmental bodies by any purchaser or user of this plat as to intended use of any parcel. Furthermore, the undersigned land surveyor certifies that this plat complies with the minimum technical standards for property surveys in Georgia as set forth in the rules and regulations of the Georgia Board of Registration for Professional Engineers and Land Surveyors and as set forth in O.C.G.A. Sections 15-6-67

JACOB M. KALOKI
GEORGIA RLS. NO. 3422
CERTIFICATE OF AUTHORIZATION NO. LSF000878



STATEMENT OF SLOPE EASEMENT

I, THIS PLAT IS APPROVED WITH THE UNDERSTANDING THAT THE EASEMENT IS GRANTED THE CITY OF FOREST PARK ALONG ALL ROAD FRONTAGE FOR THE PURPOSE OF SLOPING CUTS AND FILLS AS FOLLOWS:
i. 0' TO 5' - NOT LESS THAN 3 TO 1 SLOPE
ii. 5' TO 10' - NOT LESS THAN 2 TO 1 SLOPE



OWNER'S ACKNOWLEDGEMENT

(CITY OF FOREST PARK, CLAYTON COUNTY, STATE OF GEORGIA)
THE OWNER OF RECORD OF THE LAND SHOWN ON THIS PLAT AND WHOSE NAME IS SUBSCRIBED THERETO, IN PERSON OR THROUGH A DULY AUTHORIZED AGENT, HEREBY ACKNOWLEDGES THAT THIS PLAT WAS MADE FROM AN ACTUAL SURVEY, DEDICATES TO THE PUBLIC FOR USE FOREVER THOSE WATER AND SEWER IMPROVEMENTS CONSTRUCTED IN ACCORDANCE WITH THIS PLAT THAT ARE SPECIFICALLY LABELED AS DEDICATED TO THE PUBLIC, AND DEDICATES TO THE CITY OF FOREST PARK, THE COMPLETE OWNERSHIP AND USE OF ALL PUBLIC STREETS AND DEDICATED RIGHT-OF-WAY SPECIFICALLY LABELED AS PUBLIC STREETS AND DEDICATED RIGHT-OF-WAY, AND DEDICATES TO THE USE OF THE PUBLIC FOREVER THE FOLLOWING:

PUBLIC STREETS 0 ACRES
PUBLIC SEWER EASEMENTS 0 ACRES
PUBLIC DRAINAGE EASEMENTS 0 ACRES
PUBLIC PARKS/OPEN SPACE 0 ACRES
Darion Dunn
TYPED NAME OF SUBDIVIDER
Signature of Darion Dunn
1-9-2024
DATE
Forest Park Townhomes, LLC
TYPED NAME OF OWNER OF RECORD
Signature of Forest Park Townhomes, LLC
1-9-2024
DATE

Vertical sidebar containing sheet information (Sheet No. 1 of 1), revision table, project details (Project No. 2393.002, Date 01/09/2024), and Croy logo with contact information for Forest Park Townhomes.

**File Attachments for Item:**

**10. Council Approval of the Text Amendment-Termination of Conditional Use Permits – Planning and Community Development Department (Public Hearing Relative to Text Amendment)**



CITY OF  
**FORESTPARK**

# City Council Agenda Item

**Subject:** Text Amendment-Termination of Conditional Use Permits – Planning & Comm. Dev. Dept.

**Submitted By:** LaShawn Gardiner

**Date Submitted:** February 19, 2024

**Work Session Date:** March 4, 2024

**Council Meeting Date:** March 4, 2024

**Background/History:**

Article G. Section 8-8-190 as currently written in the code does not provide clear and formal processes of the termination or continuance of a conditional use permit. The requested text amendment provides more clarity when a conditional use permit shall no longer be authorized if construction or occupancy has not occurred within six months of the date a conditional use permit was granted. The amendment further clarifies the continuance of a conditional use permit, if the use of which the permit was granted is occurring on the property and states the discontinuance of a conditional use permit will occur if it is found that no activity has taken place for a period of 60 days.

**Cost: \$ N/A**

**Budgeted for:** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No**

**Financial Impact:**

N/A

**Action Requested from Council:**

City Council Approval

**STAFF REPORT – Text Amendments**  
**Public Hearing Date: February 15, 2024**  
**City Council Meeting: March 4, 2024**

**Case:** TA-2024-01

**Proposed Request:** Text Amendments to The City of Forest Park Zoning Code of Ordinance

**Staff Report Compiled By:** SaVaughn Irons, Principal Planner

**Staff Recommendation:** Approval to amend Zoning Ordinance

**PROPOSED TEXT AMENDMENTS**

1. The Planning & Community Development Department is proposing a text amendment to the Code of Ordinances. Case # TA-2024-01 includes an amendment to Article G. – Zoning Amendments, Section 8-8-190. Termination of conditional use permit.

**BACKGROUND**

The Planning & Community Development Department has discovered some areas of the Code of Ordinances that need to be amended for clarity and formal processes. The requested text amendments will not be injurious to the public health, safety, morals, and general welfare of the community, and the use will not be affected in a substantially adverse manner.

Current Article G. Section 8-8-190:

Sec. 8-8-190. Termination of conditional use permit.

A conditional use permit may cease to be authorized and terminated with proper public notification, public hearing, and approval by the mayor and city council if construction has not been completed and approved within six (6) months of the date the conditional use permit is granted. (Ord. No. [21-11](#), § 1(Exh. A), 9-7-2021)

The following text amendments have been proposed:

2. An amendment to Article G. – Zoning Amendments, Section 8-8-190. Termination of conditional use permit, to amend such section and replace it with a new section 8-8-190. – Termination of Conditional use permit, adding new descriptions in subsection (a) and subsection (b).

This update provides clarity for when to terminate conditional use permit and when a conditional use permit may continue pertaining to the uses requested for properties per length of time.

**ARTICLE G. ZONING AMENDMENTS**

**Section. 8-8-190. Termination of conditional use permit.**

*(a) A conditional use permit shall cease to be authorized and expire without any further action of the Mayor and Council if construction has not been approved and completed and/or occupancy granted within six (6) months of the date the conditional use permit is granted.*

*(b) A conditional use permit may continue so long as the use thereby allowed is actually being conducted on the property to which it applies or as subsequently modified by the Mayor and Council pursuant to the provisions of this chapter, once activity authorized by a conditional use permit has been discontinued for a period of sixty (60) Days, the conditional use permit shall expire without further action by the Mayor and Council and such use may not thereafter be made on premises without reapplication therefore and approval thereof by the Mayor and Council. In making the decision regarding whether or not conditional use has been discontinued, the zoning administrator shall base his judgement upon objective criteria gained from observation of the premises. The subjective intent of the owner or lessee of the property shall not be considered.*

**STATE OF GEORGIA  
CITY OF FOREST PARK  
COUNTY OF CLAYTON**

**ORDINANCE 2024-\_\_\_\_**

1 AN ORDINANCE TO AMEND THE ZONING REGULATIONS OF THE CITY OF  
2 FOREST PARK, GEORGIA BY AMENDING TITLE 8 (PLANNING AND DEVELOPMENT),  
3 CHAPTER 8 (ZONING), ARTICLE G (ZONING AMENDMENTS), SECTION 8-8-190  
4 (TERMINATION OF CONDITIONAL USE PERMIT); TO PROVIDE FOR SEVERABILITY;  
5 TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN EFFECTIVE DATE; AND  
6 FOR ALL OTHER LAWFUL PURPOSES

**WITNESSETH:**

7 **WHEREAS**, the duly elected governing authority of the City of Forest Park, Georgia  
8 (hereinafter the “City”) is the Mayor and Council thereof; and

9 **WHEREAS**, this Ordinance is in accordance with Section 36-35-3(b) of the Official Code  
10 of Georgia; and

11 **WHEREAS**, the City desires to amend the zoning regulations for the expiration of  
12 conditional use permits in the City; and

13 **WHEREAS**, pursuant to O.C.G.A. § 36-66-4(a), a local government action resulting in a  
14 zoning decision shall provide for a hearing on the proposed action; and

15 **WHEREAS**, pursuant to O.C.G.A. § 36-66-4(a), the City shall provide notice of the time,  
16 place, and purpose of the hearing by publishing the notice within a local government newspaper  
17 at least fifteen (15) days but not more than forty-five (45) days prior to the date of the hearing;

18 **WHEREAS**, the Planning Commission and the City have complied with the provisions of  
19 O.C.G.A. § 36-66-1 *et seq.*;



20           **WHEREAS**, the amendments contained herein will benefit the health, safety, morals, and  
21 welfare of the citizens of the City.

22           **BE IT AND IT IS HEREBY ORDAINED BY THE MAYOR AND COUNCIL OF**  
23 **THE CITY OF FOREST PARK, GEORGIA THAT**, and by the authority thereof:

24           **Section 1.** Title 8 (“Planning and development”), Chapter 8 (“Zoning”), Article G  
25 (“Zoning amendments”), Section 8-8-190 (“Termination of conditional use permit”) of the Code  
26 of Ordinances, City of Forest Park is hereby amended by deleting such section and replacing it  
27 with a new Section 8-8-190 as set forth below.

28           “Sec. 8-8-190. - Termination of conditional use permit.

29  
30           (a) A conditional use permit shall cease to be authorized and expire without any  
31 further action of the Mayor and Council if construction has not been approved  
32 and completed and/or occupancy granted within six (6) months of the date the  
33 conditional use permit is granted.

34  
35           (b) A conditional use permit may continue so long as the use thereby allowed is  
36 actually being conducted on the property to which it applies or as subsequently  
37 modified by the Mayor and Council pursuant to the provisions of this chapter,  
38 once activity authorized by a conditional use permit has been discontinued for  
39 a period of sixty (60) days, the conditional use permit shall expire without  
40 further action by the Mayor and Council and such use may not thereafter be  
41 made on premises without reapplication therefore and approval thereof by the  
42 Mayor and Council. In making the decision regarding whether or not a  
43 conditional use has been discontinued, the zoning administrator shall base his  
44 judgment upon objective criteria gained from observation of the premises. The  
45 subjective intent of the owner or lessee of the property shall not be considered.”

46           **Section 2.** It is the intention of the governing body, and it is hereby ordained that the  
47 provisions of this ordinance shall become and be made a part of the Code of Ordinances, City of  
48 Forest Park, and the sections of the ordinance may be renumbered to accomplish such intention.

49           **Section 3.** The City Clerk is authorized to execute, attest to, and seal any documents which  
50 may be necessary to effectuate this ordinance, subject to approval as to form by the City Attorney.

51           **Section 4.** (a) It is hereby declared to be the intention of the City Council that all sections,  
52 paragraphs, sentences, clauses, and phrases of this Ordinance are and were upon their enactment  
53 believed by the City Council to be fully valid, enforceable, and constitutional.

54           (b) It is hereby declared to be the intention of the City Council that to the greatest extent  
55 allowed by law each and every section, paragraph, sentence, clause, or phrase of this ordinance is  
56 severable from every other section, paragraph, sentence, clause or phrase of this ordinance. It is  
57 hereby further declared to be the intention of the City Council that to the greatest extent allowed  
58 by law no section, paragraph, sentence, clause, or phrase of this ordinance is mutually dependent  
59 upon any other section, paragraph, sentence, clause, or phrase of this ordinance.

60           (c) In the event that any section, paragraph, sentence, clause or phrase of this ordinance  
61 shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable  
62 by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of  
63 the City Council that such invalidity, unconstitutionality or unenforceability shall, to the greatest  
64 extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the  
65 remaining sections, paragraphs, sentences, clauses, or phrases of the ordinance and that to the  
66 greatest extent allowed by law all remaining Sections, paragraphs, sentences, clauses, or phrases  
67 of the ordinance shall remain valid, constitutional, enforceable, and of full force and effect.

68           **Section 5.** All ordinances or parts of ordinances in conflict with this ordinance are hereby  
69 repealed.

70           **Section 6.** The preamble of this Ordinance shall be codified in a manner consistent with  
71 the laws of the State of Georgia and the City.

72            **Section 7.** Penalties in effect for violations of the Zoning Ordinance of the City of Forest  
73 Park, Georgia at the time of the effective date of this Ordinance shall be and are hereby made  
74 applicable to this Ordinance and shall remain in full force and effect.

75            **Section 8.** This ordinance shall become effective immediately upon its adoption by the  
76 Mayor and City Council of the City of Forest Park as provided in the City Charter.

77            **Section 9.** The City Clerk, with the concurrence of the City Attorney, authorized to correct  
78 any scrivener’s errors found in this Ordinance, including any exhibits, as enacted.

79            **ORDAINED** this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

**CITY OF FOREST PARK, GEORGIA**

\_\_\_\_\_  
**Angelyne Butler, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Randi Rainey, City Clerk** (SEAL)

**APPROVED AS TO FORM:**

\_\_\_\_\_  
City Attorney