



CITY COUNCIL WORK SESSION

Monday, August 01, 2022 at 6:00 PM
Council Chambers and YouTube Livestream

MISSION STATEMENT

It is the mission of the City of Forest Park to enhance, strengthen, and grow our city by collaborating with our community to provide the highest level of service. Striving to be recognized as a diverse community that values and respects all members. We will strive to provide fair, professional, and courteous service through transparency and open communication. As we work to achieve this mission, we will have integrity beyond reproach while employing fiscal discipline and innovation. In this work there are no praises and raises for mediocrity.

Website: www.forestparkga.gov
YouTube: <https://bit.ly/3c28p0A>
Phone Number: (404) 366.1555

FOREST PARK CITY HALL
745 Forest Parkway
Forest Park, GA 30297

The Honorable Mayor Angelyne Butler, MPA

The Honorable Kimberly James

The Honorable Dabouze Antoine

The Honorable Hector Gutierrez

The Honorable Latresa Akins-Wells

The Honorable Allan Mears

Dr. Marc-Antonie Cooper, City Manager

S. Diane White, City Clerk

Mike Williams, City Attorney

AGENDA

VIRTUAL NOTICE

DISCLAIMER: For in-person attendance, all CDC requirements of Masks and Social Distancing is recommended.

To watch the meeting via YouTube - <https://bit.ly/3c28p0A>

The Council Meetings will be livestream and available on the City's

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

CALL TO ORDER/WELCOME:

ROLL CALL - CITY CLERK:

CITY MANAGER'S REPORT: Dr. Marc-Antonie Cooper, City Manager

COVID-19 / MONKEYPOX UPDATE: EMS Coordinator, Andrew Gelmini

NEW BUSINESS:

- 1. Discussion around E-911 Fund – Legislative**
- 2. Council Discussion Georgia Municipal Association Conference – Legislative**

Background/History:

Discuss the take aways from the Georgia Municipal Association Conference members of City Council and Staff attended.

3. Discussion and appointment of a Land Bank Authority Board Representative – Chief Executive Offices

Background/History:

The City of Forest Park's Planning and Community Development Director Mr. James Shelby has submitted his resignation from the Land Bank Authority Board. Mr. Shelby was appointed to serve as the city's representative for a second term by City Council on April 21, 2022. Now with his resignation the City Manager is seeking the direction of Mayor and Council on a replacement.

The City of Forest Park has appointment power over one (1) seat on the Clayton County Land Bank Board. The Board Members' terms are staggered, such that some terms expire every April. Mr. Shelby's current term would have ended 4/21/23.

4. Council Discussion on Budget Amendment (Increase Requested) – City's Right of Way and Parks Lawn Maintenance – Chief Executive Offices

Background/History:

The City of Forest Park is not immune to the issues of labor shortages that have plagued our nation. While the Mayor and City Council has taken steps to address this matter, we still struggle to find qualified workers. More specifically within the Public Works Division we have several open positions that we hold as continuously recruiting.

Due to these shortages, we have struggled to maintain city right of way(s) maintenance and some parks. The City Manager is requesting additional funds in the amount of \$50,000 to apply toward contracted lawn service providers through the Public Works Division to assist with this maintenance for the season.

The funds requested would be taken from the City's current fund balance, and if approved, this request would increase the city's 2022-2023 budget for the Public Works Division by the requested amount to be applied for the specified purpose.

5. Council Discussion on Adopt a Road – Beautification Initiative – Legislative

Background/History:

Litter prevention efforts such as Adopt-a-Road programs can have an impact and benefit to the community at large, by helping to improve property values, foster pride in clean neighborhoods, and encourage civic involvement.

It is requested that the City Council considers amending the current 2022-2023 approved budget to include in the legislative department's expenses, a line item in the amount of \$6,000 to purchase signs, trash bags, vests, and trash pickers for each ward. Funding for this initiative would come from the City's current fund balance and allocated to increase the legislative department's budget by the same amount to be distributed evenly within each ward for this specific purpose.

6. Council Discussion on the Transfer of City Property to the Downtown Development Authority – Economic Development

Background/History:

The Economic Development Department is requesting that five lots owned by the City of Forest Park be transferred to the Forest Park Downtown Development Authority for the purposes of economic development/revitalization of Main Street. Lots are contiguous and surrounded by Hill Street, Parker Street, Summit Street and College Street. They are a total of 1.93 acres. A buffer area owned by the city next to the old water tank lot is to be included in transfer. Please refer to Exhibit A.

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

ADJOURNMENT:

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 404-366-1555.

File Attachments for Item:

1. Discussion around E-911 Fund – Legislative



CITY OF
FORESTPARK

City Council Agenda Item

Subject: Discussion around E-911 Fund – Legislative

Submitted By: Dr. Marc-Antonie Cooper

Date Submitted: July 25, 2022

Work Session Date: August 01, 2022

Council Meeting Date: August 01, 2022

Background/History:

The E-911 Communications call center is responsible for providing 24/7 emergency communications operations with the public for all police, fire, and emergency services matters. Emergency communications operators in the E-911 call center provide support to the public and to field operations police patrol and fire staff. The E-911 call center receives and records communications and requests for assistance, dispatches police and fire service personnel, and records the response times for services provided.

E-911 Funds received by the City of Forest Park is accounted for separately in its own fund (#215) for the purposes of operating all city E-911 operations.

Cost: \$ 0

Budgeted for: _____ Yes _____ No

Financial Impact:

N/A

Action Requested from Council:

N/A

File Attachments for Item:

2. Council Discussion Georgia Municipal Association Conference – Legislative

Background/History:

Discuss the take aways from the Georgia Municipal Association Conference members of City Council and Staff attended.

CITY OF
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City Council Agenda Item

Subject: Discussion Georgia Municipal Association Conference – Legislative

Submitted By: Dr. Marc-Antonie Cooper

Date Submitted: July 28, 2022

Work Session Date: August 01, 2022

Council Meeting Date: August 01, 2022

Background/History:

Discuss take aways from the Georgia Municipal Association Conference members of City Council and Staff attended.

Cost: \$ 0

Budgeted for: _____ **Yes** X **No**

Financial Impact:

N/A

Action Requested from Council:

N/A

File Attachments for Item:**3. Discussion and appointment of a Land Bank Authority Board Representative – Chief Executive Offices****Background/History:**

The City of Forest Park's Planning and Community Development Director Mr. James Shelby has submitted his resignation from the Land Bank Authority Board. Mr. Shelby was appointed to serve as the city's representative for a second term by City Council on April 21, 2022. Now with his resignation the City Manager is seeking the direction of Mayor and Council on a replacement.

The City of Forest Park has appointment power over one (1) seat on the Clayton County Land Bank Board. The Board Members' terms are staggered, such that some terms expire every April. Mr. Shelby's current term would have ended 4/21/23.

CITY OF
FORESTPARK

City Council Agenda Item

Subject: Discussion and appointment of a Land Bank Authority Board Representative – Chief Executive Offices

Submitted By: Dr. Marc-Antonie Cooper

Date Submitted: July 25, 2022

Work Session Date: August 01, 2022

Council Meeting Date: August 01, 2022

Background/History:

The City of Forest Park's Planning and Community Development Director Mr. James Shelby has submitted his resignation from the Land Bank Authority Board. Mr. Shelby was appointed to serve as the city's representative for a second term by City Council on April 21, 2022. Now with his resignation the City Manager is seeking the direction of Mayor and Council on a replacement.

The City of Forest Park has appointment power over one (1) seat on the Clayton County Land Bank Board. The Board Members' terms are staggered, such that some terms expire every April. Mr. Shelby's current term would have ended 4/21/23.

Cost: \$ 0

Budgeted for: _____ **Yes** _____ **No**

Financial Impact:

N/A

Action Requested from Council:

Discussion and appointment of a representative to the Land Bank Authority Board.

LAND BANK AUTHORITY BOARD REQUIREMENTS

- Meetings are typically at 5:30pm on the third Thursday of the month via zoom. Our meetings usually last anywhere from 60-90 minutes.
- Board members must be residents of their appointing jurisdictions.
- Board members may be employees of the appointing jurisdiction but are not required to be.
- Board members shall serve at the pleasure of the appointing party and shall serve without compensation. Terms are for four years and there are no term limits. James' was just re-upped for another 4-year term this past April.
- Board members must have at least 5 years of experience or education in urban planning, community development, real estate, law, finance, or related areas. That 5-year requirement can be satisfied by a combination of experience and education.

File Attachments for Item:**4. Council Discussion on Budget Amendment (Increase Requested) – City's Right of Way and Parks Lawn Maintenance – Chief Executive Offices****Background/History:**

The City of Forest Park is not immune to the issues of labor shortages that have plagued our nation. While the Mayor and City Council has taken steps to address this matter, we still struggle to find qualified workers. More specifically within the Public Works Division we have several open positions that we hold as continuously recruiting.

Due to these shortages, we have struggled to maintain city right of way(s) maintenance and some parks. The City Manager is requesting additional funds in the amount of \$50,000 to apply toward contracted lawn service providers through the Public Works Division to assist with this maintenance for the season.

The funds requested would be taken from the City's current fund balance, and if approved, this request would increase the city's 2022-2023 budget for the Public Works Division by the requested amount to be applied for the specified purpose.

CITY OF
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City Council Agenda Item

Subject: **Budget Amendment (Increase Requested) – Right Of Way and Parks Lawn Maintenance – Chief Executive Offices**

Submitted By: Dr. Marc-Antonie Cooper

Date Submitted: July 26, 2022

Work Session Date: August 01, 2022

Council Meeting Date: August 01, 2022

Background/History:

The City of Forest Park is not immune to the issues of labor shortages that have plagued our nation. While the Mayor and City Council has taken steps to address this matter, we still struggle to find qualified workers. More specifically within the Public Works Division we have several open positions that we hold as continuously recruiting.

Due to these shortages, we have struggled to maintain city right of way(s) maintenance and some parks. The City Manager is requesting additional funds in the amount of \$50,000 to apply toward contracted lawn service providers through the Public Works Division to assist with this maintenance for the season.

The funds requested would be taken from the City's current fund balance, and if approved, this request would increase the city's 2022-2023 budget for the Public Works Division by the requested amount to be applied for the specified purpose.

Cost: \$ 50,000

Budgeted for: _____ **Yes** X **No**

Financial Impact:

This request would not cause any short-fall or budget overruns

Action Requested from Council:

City Council Approve the budget amendment for \$50,000 for the specified purpose.

File Attachments for Item:**5. Council Discussion on Adopt a Road – Beautification Initiative – Legislative****Background/History:**

Litter prevention efforts such as Adopt-a-Road programs can have an impact and benefit to the community at large, by helping to improve property values, foster pride in clean neighborhoods, and encourage civic involvement.

It is requested that the City Council considers amending the current 2022-2023 approved budget to include in the legislative department's expenses, a line item in the amount of \$6,000 to purchase signs, trash bags, vests, and trash pickers for each ward. Funding for this initiative would come from the City's current fund balance and allocated to increase the legislative department's budget by the same amount to be distributed evenly within each ward for this specific purpose.

CITY OF
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City Council Agenda Item

Subject: Adopt a Road – Beautification Initiative – Legislative

Submitted By: Dr. Marc-Antonie Cooper

Date Submitted: July 27, 2022

Work Session Date: July 27, 2022

Council Meeting Date: July 27, 2022

Background/History:

Litter prevention efforts such as Adopt-a-Road programs can have an impact and benefit to the community at large, by helping to improve property values, foster pride in clean neighborhoods, and encourage civic involvement.

It is requested that the City Council considers amending the current 2022-2023 approved budget to include in the legislative department's expenses, a line item in the amount of \$6,000 to purchase signs, trash bags, vests, and trash pickers for each ward. Funding for this initiative would come from the City's current fund balance and allocated to increase the legislative department's budget by the same amount to be distributed evenly within each ward for this specific purpose.

Cost: \$ 6,000

Budgeted for: _____ **Yes** X **No**

Financial Impact:

Will reduced the city's fund balance by \$6,000 and increase the legislative departments budget by the same.

Action Requested from Council:

For council review and prerogative

File Attachments for Item:**6. Council Discussion on the Transfer of City Property to the Downtown Development Authority – Economic Development****Background/History:**

The Economic Development Department is requesting that five lots owned by the City of Forest Park be transferred to the Forest Park Downtown Development Authority for the purposes of economic development/revitalization of Main Street. Lots are contiguous and surrounded by Hill Street, Parker Street, Summit Street and College Street. They are a total of 1.93 acres. A buffer area owned by the city next to the old water tank lot is to be included in transfer. Please refer to Exhibit A.

CITY OF
FORESTPARK

City Council Agenda Item

Subject: Transfer of City Property to the Downtown Development Authority – Economic Development

Submitted By: Danita Hamid

Date Submitted: July 25, 2022

Work Session Date: August 1, 2022

Council Meeting Date: August 1, 2022

Background/History:

The Economic Development Department is requesting that five lots owned by the City of Forest Park be transferred to the Forest Park Downtown Development Authority for the purposes of economic development/revitalization of Main Street. Lots are contiguous and surrounded by Hill Street, Parker Street, Summit Street and College Street. They are a total of 1.93 acres. A buffer area owned by the city next to the old water tank lot is to be included in transfer. Please refer to Exhibit A.

Cost: \$ 0

Budgeted for: _____ Yes _____ No

Financial Impact:

None

Action Requested from Council:

Approval of the transfer of properties included in Exhibit A to the Downtown Development Authority.

EXHIBIT A

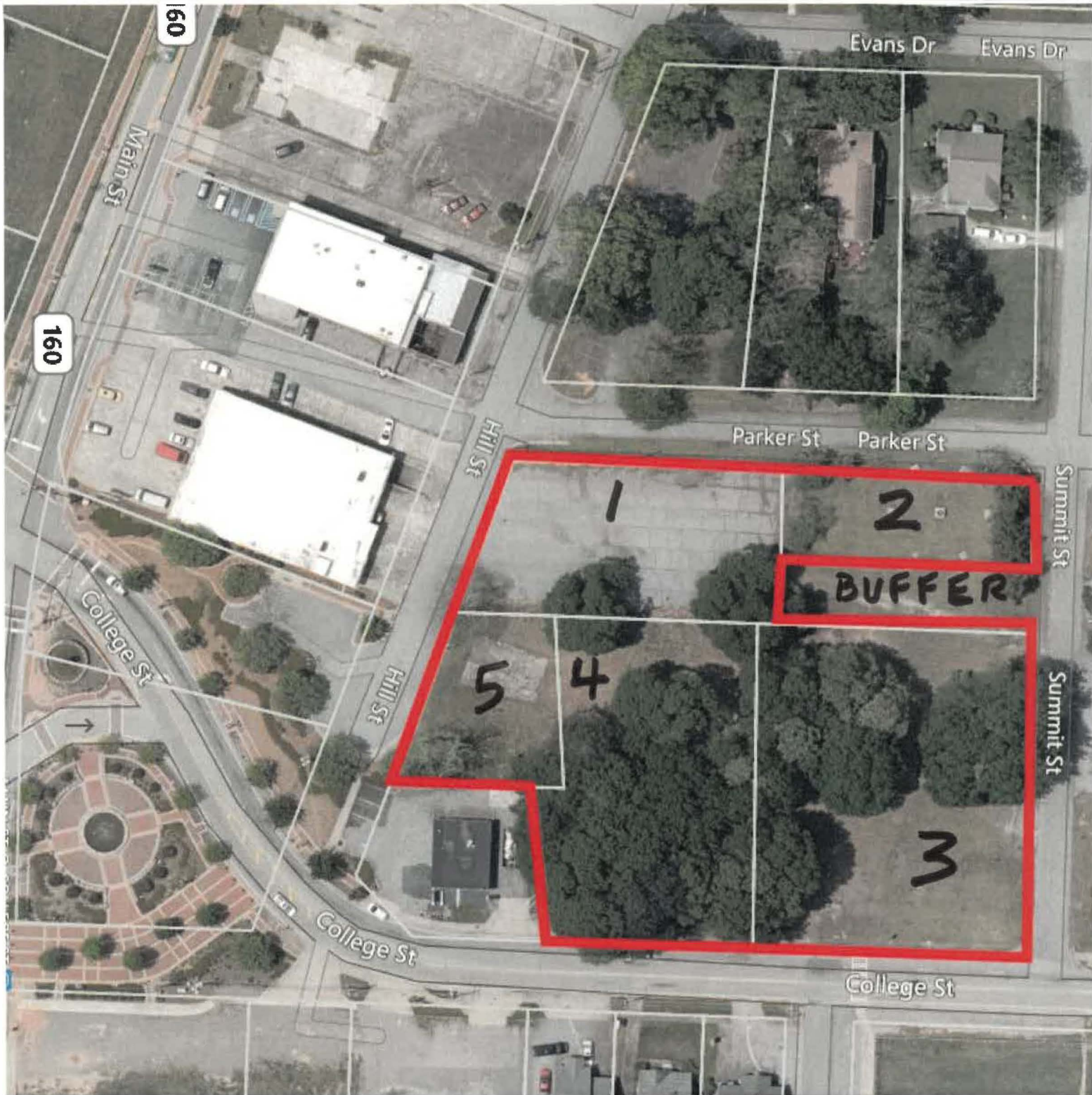
CITY OF FOREST PARK PROPERTY TO TRANSFER TO FOREST PARK DOWNTOWN DEVELOPMENT AUTHORITY

Summary: Five lots owned by the City of Forest Park to be transferred to the Forest Park Downtown Development Authority for the purposes of economic development/revitalization of Main Street. Lots are contiguous and surrounded by Hill Street, Parker Street, Summit Street and College Street. They are a total of 1.93 acres. A buffer area owned by the city next to the old water tank lot is to be included in transfer.

Refer to five lots as shown on aerial. Some lots do not have street numbers, explained below:

1. Hill Street (no number address, corner of Parker and Hill Streets)
.36 acres. Parcel #13050B G002
2. Ash Street (wrong street, corner of Parker and Summit Street)
.17 acres. Parcel #13050B G001
3. 4871 College Street
.7 acres. Parcel #13050B F001
4. 4899 College Street
.51 acres. Parcel #13050B F002
5. 888 Hill Street
.19 acres. Parcel #13050B F004

Water tank buffer, frontage on Summit Street. No parcel number. Was established for access to water tower lot on corner of Parker and Summit Streets which was demolished.



LOTS TO TRANSFER FROM CITY TO DDA

