



# Mayor & City Council

## Workshop Session

~ Agenda ~

City of College Park  
3667 Main Street  
College Park, GA 30337

<http://www.collegeparkga.com>  
404-669-3756 (Main)

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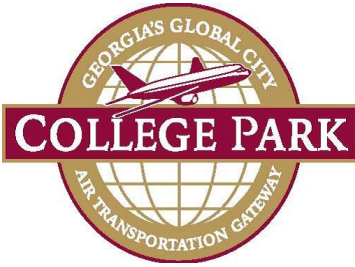
**Monday, April 20, 2020**

**6:00 PM**

**Council Chambers**

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1. Consideration of Employee Healthcare Costs Increase Distribution for Program Year 2020-2021. See memorandum dated April 13, 2020 from City Manager Terrence R. Moore. Also, see attached supporting documentation.
2. Options and Abilities to Legally Serve Apartment Complexes. See memorandum dated April 13, 2020 from City Manager Terrence R. Moore. Also, see attached supporting documentation.
3. Policy Considerations to Support Recreation Facility Rentals. See memorandum dated April 13, 2020 from Interim Director of Recreation & Cultural Arts Michelle Johnson. Also, see attached supporting documentation.



# CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

## WORKSHOP AGENDA ITEM

DOC ID: 8075

**DATE:** April 13, 2020

**TO:** The Honorable Mayor and Members of City Council

**FROM:** Terrence Moore, City Manager

**RE:** Employee Healthcare Costs Program Year 2020-2021

In response to direction offered during the April 6, 2020 Workshop Meeting, attached please find comparison charts on employee healthcare costs for program year 2020-2021 prepared by Employee Benefit Broker RLP. The first column of the comparison charts reflect the current contribution strategy with the city sharing the 20/21 increase with employees. The third column shows the city funding the increase in its entirety.

As previously directed, the City of College Park will to continue its healthcare provider relationship with Kaiser Permanente. This evening's dialogue provides an opportunity for Mayor and City Council to consider respective payment structures.

### ATTACHMENTS:

- CP 20-21 Contributions-2020 Medical Contributions (XLSX)
- CP 20-21 Contributions-Rate Summary (XLSX)
- CP 20-21 Contributions-Medical Rate Summary (XLSX)

### Review:

- Terrence R. Moore Completed 04/12/2020 4:09 PM
- Rosyline Robinson Completed 04/12/2020 4:14 PM
- Charles Christopher Cook Completed 04/13/2020 8:31 AM
- Terrence R. Moore Completed 04/15/2020 2:48 PM
- Mayor & City Council Pending 04/20/2020 6:00 PM

City of College Park

| Medical Plan                         | EEs | June 1, 2019                        |             |             | June 1, 2020                        |             |             | June 1, 2020                     |             |             |
|--------------------------------------|-----|-------------------------------------|-------------|-------------|-------------------------------------|-------------|-------------|----------------------------------|-------------|-------------|
|                                      |     | Bi-weekly Rates (Current Structure) |             |             | Bi-weekly Rates (Current Structure) |             |             | Bi-weekly Rates (EE 0% increase) |             |             |
|                                      |     | Employee                            | Employer    | Total Rate  | Employee                            | Employer    | Total Rate  | Employee                         | Employer    | Total Rate  |
| <b>Kaiser HMO</b>                    |     |                                     |             |             |                                     |             |             |                                  |             |             |
| Employee                             | 205 | \$28.83                             | \$271.48    | \$300.31    | \$32.13                             | \$302.56    | \$334.69    | \$28.83                          | \$305.86    | \$334.69    |
| EE + 1                               | 55  | \$178.26                            | \$404.30    | \$582.56    | \$198.68                            | \$450.59    | \$649.27    | \$178.26                         | \$471.01    | \$649.27    |
| Family                               | 72  | \$222.80                            | \$505.29    | \$728.09    | \$248.31                            | \$563.15    | \$811.46    | \$222.80                         | \$588.66    | \$811.46    |
| Est. Bi-weekly Premium               |     | \$31,756                            | \$114,271   | \$146,027   | \$35,392                            | \$127,354   | \$162,746   | \$31,756                         | \$130,990   | \$162,746   |
| <b>Kaiser POS</b>                    |     |                                     |             |             |                                     |             |             |                                  |             |             |
| Employee                             | 34  | \$31.46                             | \$303.20    | \$334.66    | \$35.86                             | \$345.64    | \$381.50    | \$31.46                          | \$350.04    | \$381.50    |
| EE + 1                               | 9   | \$194.11                            | \$455.10    | \$649.21    | \$221.28                            | \$518.79    | \$740.07    | \$194.11                         | \$545.96    | \$740.07    |
| Family                               | 17  | \$242.61                            | \$568.78    | \$811.39    | \$276.56                            | \$648.39    | \$924.95    | \$242.61                         | \$682.34    | \$924.95    |
| Est. Bi-weekly Premium               |     | \$6,941                             | \$24,074    | \$31,015    | \$7,912                             | \$27,443    | \$35,356    | \$6,941                          | \$28,415    | \$35,356    |
| <b>Kaiser PPO/ Out-of-Area</b>       |     | (25%)*                              | (75%)       |             | (25%)*                              | (75%)       |             |                                  |             |             |
| Employee                             | 0   | \$56.23                             | \$442.93    | \$499.16    | \$80.31                             | \$515.15    | \$595.46    | \$56.23                          | \$539.23    | \$595.46    |
| EE + 1                               | 2   | \$224.88                            | \$743.49    | \$968.37    | \$271.58                            | \$883.60    | \$1,155.18  | \$224.88                         | \$930.30    | \$1,155.18  |
| Family                               | 0   | \$280.43                            | \$929.72    | \$1,210.15  | \$338.80                            | \$1,104.81  | \$1,443.61  | \$280.43                         | \$1,163.18  | \$1,443.61  |
| Est. Bi-weekly Premium               |     | \$450                               | \$1,487     | \$1,937     | \$543                               | \$1,767     | \$2,310     | \$450                            | \$1,861     | \$2,310     |
| <b>Total Bi-weekly Premium</b>       |     | \$39,147                            | \$139,832   | \$178,979   | \$43,847                            | \$156,565   | \$200,413   | \$39,147                         | \$161,266   | \$200,413   |
| <b>Total Monthly Premium</b>         |     | \$84,817                            | \$302,969   | \$387,787   | \$95,003                            | \$339,224   | \$434,227   | \$84,818                         | \$349,409   | \$434,227   |
| <b>Total Annual Premium</b>          |     | \$1,017,809                         | \$3,635,632 | \$4,653,442 | \$1,140,035                         | \$4,070,692 | \$5,210,727 | \$1,017,817                      | \$4,192,910 | \$5,210,727 |
| <b>Est. Annual Employer Increase</b> |     |                                     |             |             |                                     | \$435,060   |             |                                  | \$557,277   |             |

\*Employee contribution increased by 25% of 2020 increase.

## Rate Summary

| Benefit                          | June 1, 2019  | June 1, 2020  |
|----------------------------------|---------------|---------------|
|                                  | Monthly Rates | Monthly Rates |
| <b>Kaiser - HMO</b>              |               |               |
| Employee                         | \$650.66      | \$725.17      |
| EE + 1                           | \$1,262.22    | \$1,406.76    |
| Family                           | \$1,577.53    | \$1,758.17    |
| <b>Kaiser - POS</b>              |               |               |
| Employee                         | \$725.10      | \$826.58      |
| EE + 1                           | \$1,406.63    | \$1,603.49    |
| Family                           | \$1,758.02    | \$2,004.05    |
| <b>Kaiser - PPO/ Out-of-Area</b> |               |               |
| Employee                         | \$1,081.52    | \$1,290.16    |
| EE + 1                           | \$2,098.14    | \$2,502.90    |
| Family                           | \$2,622.00    | \$3,127.82    |
| <b>Cigna - Dental HMO</b>        |               |               |
| Employee                         | \$10.77       | \$10.77       |
| EE + 1                           | \$19.42       | \$19.42       |
| Family                           | \$26.81       | \$26.81       |
| <b>Cigna - Dental PPO</b>        |               |               |
| Employee                         | \$26.80       | \$26.80       |
| EE + 1                           | \$50.76       | \$50.76       |
| Family                           | \$87.53       | \$87.53       |
| <b>Cigna - Vision</b>            |               |               |
| Employee                         | \$4.54        | \$4.54        |
| EE + 1                           | \$9.57        | \$9.57        |
| Family                           | \$16.19       | \$16.19       |

## Rate Summary

| Medical Plans                    |            | June 1, 2019        | June 1, 2020        |
|----------------------------------|------------|---------------------|---------------------|
|                                  | Subs       | Monthly Rates       | Monthly Rates       |
| <b>Kaiser - HMO</b>              |            | <b>Current Plan</b> | <b>Current Plan</b> |
| Employee                         | 205        | \$650.66            | \$725.17            |
| EE + 1                           | 55         | \$1,262.22          | \$1,406.76          |
| Family                           | 72         | \$1,577.53          | \$1,758.17          |
| <b>Kaiser - POS</b>              |            | <b>Current Plan</b> | <b>Current Plan</b> |
| Employee                         | 34         | \$725.10            | \$826.58            |
| EE + 1                           | 9          | \$1,406.63          | \$1,603.49          |
| Family                           | 17         | \$1,758.02          | \$2,004.05          |
| <b>Kaiser - PPO/ Out-of-Area</b> |            | <b>Current Plan</b> | <b>Current Plan</b> |
| Employee                         | 0          | \$1,081.52          | \$1,290.16          |
| EE + 1                           | 2          | \$2,098.14          | \$2,502.90          |
| Family                           | 0          | \$2,622.00          | \$3,127.82          |
| <b>Monthly Premium</b>           |            | <b>\$387,785</b>    | <b>\$434,230</b>    |
| <b>Annual Premium</b>            | <b>394</b> | <b>\$4,567,000</b>  | <b>\$5,210,756</b>  |



# CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

## WORKSHOP AGENDA ITEM

DOC ID: 8077

**DATE:** April 13, 2020

**TO:** The Honorable Mayor and Members of City Council

**FROM:** Terrence Moore, City Manager

**RE:** Options & Abilities to Legally Serve Apartment Complexes

In response to observations offered during the February 3, 2020 Regular Meeting relative to adequate service of code enforcement citations to representatives of apartment complexes, please be advised that both Chief of Police Ferman Williford and I hosted a dialogue with College Park City Solicitor Al Dixon to discuss practical strategies to help alleviate concerns respectively. As referenced in the attached electronic mail message from Solicitor Dixon, this issue is also prevalent with businesses in general that are cited for violations; given challenges associated with honoring the requirement to serve an actual person representing the premises and/or establishment. Direction is therefore being offered to consider recommendations to offer code amendments to have apartment complexes (for example) to have a required designated agent that possesses authority to accept service as noted, as well as to act on behalf the entity being cited.

Thank you.

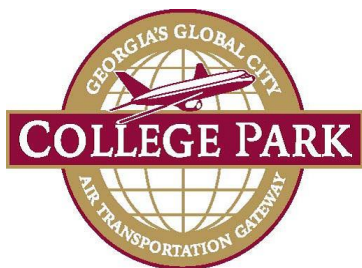
### ATTACHMENTS:

- E-Mail Dated February 26, 2020 (PDF)

### Review:

- Terrence R. Moore    Completed    04/13/2020 11:22 AM
- Rosylene Robinson    Completed    04/13/2020 11:23 AM
- Ferman Williford    Completed    04/15/2020 11:08 AM
- Terrence R. Moore    Completed    04/15/2020 2:48 PM
- Mayor & City Council    Pending    04/20/2020 6:00 PM





# CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

## WORKSHOP AGENDA ITEM

DOC ID: 8078

**DATE:** April 13, 2020

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Terrence R. Moore, City Manager

**FROM:** Michelle Johnson, Interim Director of Recreation & Cultural Arts

**RE:** Policy Consideration to Support Recreation Facility Rentals

**REASON:** To update rental fees and contracts to provide consistency for the Recreation facilities.

**RECOMMENDATION:** Approval by Mayor and Council per recommendation in memorandum dated March 16, 2020 to City Manager, Terrence Moore.

**BACKGROUND:** The Department of Recreation and Cultural Arts Department rents out the facilities and parks throughout the year. Facilities to include the Historic City of College Park Auditorium, meeting rooms at Brady, Conley and Wyatt Recreation Centers, along with the pools at Conley and Wyatt. Reservations are made, dates are reserved once payment and rental agreements are signed, and dates are locked in for the facility.

Upon review of all recreation rental contracts there are a few recommendations request in order to maintain consistency. One recommendation is to have a consistent staff fee of \$ 25 per hour across the facility rentals. The only inconsistency regarding this is the pool rental. Pool rentals breakdown is currently a \$25 per hour city rental, along with a pool manager at \$ 25 and two additional lifeguards needed at \$ 15 per hour. The total hourly rate for the pool is currently at \$ 80 and the request it to increase to \$ 100 in which the two additional life guard hourly rate would increase from \$ 20 per hours to \$ 25 per hours to align with the other rentals. This request is needed for so there is only one staff fee rate for rentals.

Another recommendation consideration is to either waive the park \$20 rental or charge \$ 20 for the park pavilion rental. Currently for parks rentals for the park pavilion is a \$ 20 refundable deposit returned to citizen contingent only if the park area of the pavilion is cleaned and left in same condition prior to rental. With accepting rental payments by credit cards and to prevent the city from losing money due to the credit card fees or when rental is paid in cash the refund request can take time to issue along with administrative staff of accounting and wait to the citizen it is recommended to either waive the fee or charge.



Once agreed upon recommendation is approved new updated contracts will be implemented with the support of legal to implement for the recreation department.

**YEARS OF SERVICE:** N/A

**COST TO CITY:** N/A

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:**

**CITY COUNCIL HEARING:** April 20, 2020

**CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES:** N/A

**AFFECTED AGENCIES:** N/A

**ATTACHMENTS:**

- Policy Consideration to Support Recreation Facility Rentals (DOCX)

**Review:**

- Michelle Johnson Completed 04/13/2020 4:26 PM
- Rosyline Robinson Completed 04/13/2020 4:27 PM
- Terrence R. Moore Completed 04/15/2020 2:48 PM
- Mayor & City Council Pending 04/20/2020 6:00 PM



# CITY OF COLLEGE PARK

P.O. BOX 87137 • COLLEGE PARK, GA. 30337 • 404/767-1537

March 16, 2020

To: Terrence Moore, City Manager

From: Michelle Johnson, Interim Director of Recreation & Cultural Arts

RE: Policy Consideration to Support Recreation Facility Rentals

The Department of Recreation & Cultural Arts Department rents out the facilities and parks throughout the year. Properties include, the Historic City of College Park Auditorium, meeting rooms at Brady, Conley and Wyatt Recreation Centers, along with the pools at Conley and Wyatt. Reservations are made, dates are reserved once payment and contracts are signed, and the dates are locked in for the facility. Rates for these rentals are as follows:

**City of College Park Auditorium:**

\$300 facility rental fee

\$25 per hour staff fee

**Wyatt & Conley Pool Rentals:**

\$25 per hour facility rental fee

\$20 per hour manager

2 lifeguards at \$15 per hour

\$40 per hour police office

**Recommendation:** Increase rental for pools from \$25 per hour to \$100 (same as gymnasium fee rental) and staff fee to be consistent with other staff fees for rentals at \$25 per person. If the staffing fee is not changed to be consistent with other staff fee rentals, it will be an issue with HR due to not having three second rates of pay in the system.

**Conley/Wyatt/Brady Room Rentals:**

\$25 per hour facility rental fee

\$25 per hour staff fee for after hours

If the facility is rented during operational hours there is no staff fee. If rental is for anyone 16-21 years of age, a police officer rate of \$40 per hour will be charged.

**Wyatt Gymnasium Rental for Programs Only**

\$100 per hour per gymnasium floor

\$25 per hour per staff

\$40 per hour if police is required to staff event. Center Supervisors will decide based on event if police is required.

**Parks and Pavilion Rentals:**

\$20 refundable reservation

Only residents of the City of College Park can reserve parks. Residents must provide utility bill, showing College Park address, to reserve park or pavilion.

**Recommendation:** To waive the refundable fee of \$20 fee for next season or a charge \$20.

We will update all rental agreement contracts on the facilities with legal once rental prices and staff fees are approved. We will also ask for recommendations for when limited liability is required.