



Mayor & City Council

Regular Session Meeting

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

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

Experience College Park
Georgia's Global City

~ Agenda ~

Monday, June 1, 2020

7:30 PM

Council Chambers

1. Opening Ceremonies

A. Pledge Of Allegiance

B. Invocation

2. Additions, Deletions, Amendments, or Changes to the Agenda

3. Presentation of Minutes of City Council

A. Approval of Regular Session Minutes dated May 18, 2020

ACTION:

B. Approval of Workshop Session Minutes dated May 18, 2020.

ACTION:

C. Approval of Budget Session Minutes dated April 22, 2020.

ACTION:

D. Approval of Budget Session Minutes dated April 29, 2020.

ACTION:

E. Approval of Budget Session Minutes dated May 6, 2020.

ACTION:

- 4. Proclamations, Resolutions, Plaques, and Announcements
- 5. Remarks of Citizens
- 6. Other Business
 - A. Update on the Advanced Metering Infrastructure (AMI), billing interface, and other related software. See memorandum dated May 27, 2020 from Director of Power Hugh Richardson. Also, see attached PowerPoint presentation.
 - B. Discussion and update on recently adopted ordinances and resolutions. See memorandum dated May 27, 2020 from City Clerk Shavala Moore. Also, see attached supporting documentation.
- 7. Public Hearings
 - A. Public Hearing to receive comments on the proposed Fiscal Year 2020-2021 budget. This is the first of two public hearings scheduled to receive public comments. The second will be held on June 15, 2020. See memorandum dated May 22, 2020 from Director of Finance & Accounting Althea Philord-Bradley. Also, see attached supporting documentation.

ACTION:

- 8. Bids, Change Order Requests and Contracts
 - A. Consideration of and action on a request for approval of the 2020 Special Purpose Local Option Sales Tax (SPLOST) Intergovernmental Agreement (IGA) between the City of College Park, Clayton County, and all municipalities located in Clayton County. See memorandum dated May 27, 2020 from City Attorney Danielle Matricardi. Also, see attached final IGA and supporting exhibits.

ACTION:

- B. Consideration of and action on a request for approval to renew coverage of all Cisco Smartnet network and voice equipment/software with Encore Technology Group. See memorandum dated May 21, 2020 Chief Information Officer Michael Hicks recommending approved in the annual amount of \$13,498.15. Also, see attached supporting documentation. This is a budgeted item.

ACTION:

- C. Consideration of and action on a request for approval to purchase replacement Mobile Video Camera Systems for seven (7) patrol cars. See memorandum dated May 21, 2020 from Chief of Police Ferman Williford recommending Safe Fleet (formerly L3 Mobile Vision) as the sole provider for the patrol units as their system is proprietary. The units are

priced at \$5,346.00 per unit plus shipping for a total of \$37,877.50. Also, see attached supporting documentation. This is a budgeted item.

ACTION:

9. Unfinished (Old) Business

- A. Mayor and Councils discussion and consideration in appointing an At-Large College Park Business and Industrial Development Authority Board Member. See memorandum dated May 28, 2020 from Clearly College Park Executive Director Artie Jones, III and supporting documentation. This item was deferred from the May 18, 2020 city council meeting.

ACTION:

10. New Business

- A. Consideration of and action on a request for approval of the Utility Credit Resolution for Fiscal Year 2020-2021. See memorandum dated May 27, 2020 from City Manager Terrence R. Moore. Also, see attached proposed Utility Credit Resolution 2020-11 and Utility Credit Resolution 2019-17 approved during the June 17, 2019 Regular Session Meeting.

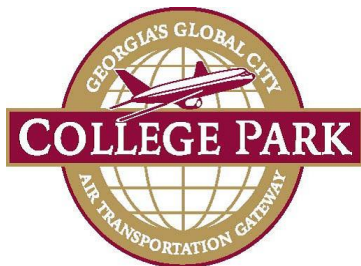
ACTION:

- B. Consideration of and action on an amendment to the Fire Inspection Ordinance streamlining the procedure for submitting records of all life safety system inspections, tests and maintenance performed on buildings inside the City. See memorandum dated May 27, 2020 from Fire Chief Wade Elmore. Also, see attached proposed amendment.

ACTION:

- C. Consideration of adopting a logo for the Six West development. See memorandum dated May 26, 2020 from Economic Development Director Artie Jones, III recommending formal adoption of a logo. Also, see attached supporting documentation.

11. City Attorney's Report
12. City Manager's Report
 - A. Discussion and update on top ten delinquent property tax payers. See memorandum dated May 28, 2020 from Director of Finance & Accounting Althea Philord-Bradley. Also, see attached background information. **NO ACTION REQUIRED.**
 - B. Discussion and update on top ten delinquent utility customer accounts. See memorandum dated May 28, 2020 from the Director of Finance & Accounting, Althea Philord-Bradley. Also, see attached background information. **NO ACTION REQUIRED.**
13. Report of Mayor and Council
14. Executive Session
15. Approval of Executive Session Minutes
16. Adjournment



CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 8152

DATE: May 22, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Shavala Moore, City Clerk

RE: Regular Session Minutes dated May 18, 2020

Regular Session Minutes dated May 18, 2020

Thank you.

ATTACHMENTS:

- RS051820 (DOC)

Review:

- Shavala Moore Completed 05/27/2020 1:31 PM
- Rosylne Robinson Completed 05/27/2020 5:57 PM
- Terrence R. Moore Completed 05/27/2020 6:39 PM
- Mayor & City Council Pending 06/01/2020 7:30 PM

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CITY OF COLLEGE PARK
MAYOR AND CITY COUNCIL
REGULAR SESSION
MAY 18, 2020

MINUTES

Present: Mayor Bianca Motley Broom; Councilmen Ambrose Clay, Derrick Taylor, Ken Allen, and Roderick Gay; City Manager Terrence Moore; City Clerk Shavala Moore; City Attorney Winston Denmark.

Absent: None.

1. Opening Ceremonies.

A. Pledge of allegiance to the flag.

B. Invocation by Chaplain Sparks.

2. Additions, Deletions, Amendments, Or Changes To The Agenda.

Mayor Motley Broom said I would like to move Item 9b to the next Regular Session Meeting on June 1, 2020.

ACTION: Councilman Clay moved to defer Item 9b, BIDA Appointment to the next Regular Session of Mayor & Council to be held on June 1, 2020, seconded by Councilman Allen and motion carried. (All Voted Yes).

3. Presentation Of Minutes Of City Council.

A. Regular Session held May 4, 2020.

ACTION: Councilman Clay moved to approve Regular Session Minutes dated May 4, 2020, as presented, seconded by Councilman Allen and motion carried. (All Voted Yes).

B. Workshop Session held May 4, 2020.

ACTION: Councilman Clay moved to approve Workshop Session Minutes dated May 4, 2020, as presented, seconded by Councilman Allen and motion carried. (All Voted Yes).

C. Budget Session held April 15, 2020.

ACTION: Councilman Clay moved to approve Budget Session dated April 15, 2020, as presented, seconded by Councilman Allen and motion carried. (All Voted Yes).

47 D. Budget Session held April 21, 2020.

48
49 **ACTION:** Councilman Clay moved to approve Budget Session dated April 21, 2020, as
50 presented, seconded by Councilman Allen and motion carried. (All Voted Yes).

51
52 4. Proclamations, Resolutions, Plaques, And Announcements.

53
54 A. Presentation of a Proclamation designating May 17-23, 2020 as “National Public Works
55 Week” in the City of College Park.

56
57 Mayor Motley Broom asked City Manager, in light of the fact there is a proclamation, what
58 is your proposal, in terms of dealing with it?

59
60 City Manager Terrence Moore said this is simply a recognition thereof.

61
62 Mayor Motley Broom said I am pleased to acknowledge that “The Rhythm” of Public
63 Works is the theme for National Public Works Week. So, I would urge all of our citizens to
64 recognize May as Clean Up Month to make sure that we are so appreciative of all the things
65 that our Public Works Department is doing. And, if anyone has anything to add to that, feel
66 free. But I know that they go above and beyond the call of duty every single day, and we
67 are a better city for it.

68
69 Councilman Allen said everybody go out and thank them as they go by.

70
71 Director of Public Works Mike Mason said thank you Mayor & Council and the community
72 that we serve. We are very appreciative of that.

73
74 Mayor Motley Broom said thank you Mr. Mason.

75
76 5. Remarks Of Citizens.

77
78 a. City Clerk Shavala Moore read the comments of the Main Street Association (CPMSA)
79 into the record, to include the 2019 MARTA Accessibility Study. “The 2019 MARTA
80 accessibility study identified congestion and redesign of the parking from Princeton to
81 John Wesley as an important step to improving Main Street’s accessibility and safety to
82 all citizens, businesses, and stakeholders. In alignment with the CPMSA strategic plan
83 for 2020 which has two focus points – first a unified Main Street design and second
84 retail development we present the following project and request your support for us to
85 move forward to present a firm plan to council.

86
87 “Re-Imagine/Re-Open College Park Main Street” will create a larger outdoor dining
88 atmosphere helping to ensure maximum patronage and safety for Main Street
89 Businesses. The proposed pilot area is downtown CP from Princeton to Yale in
90 collaboration with committed business owners to include a Thursday-Sunday
91 launch.

92 A signature piece of this plan will introduce the creation of CollegeParkLets on the
 93 Main Street to improve the congestion, allow for more outdoor living and expand
 94 the reach of businesses along Main Street.” CPMSA would request that you
 95 schedule us on your calendar in June for presentation of this exciting plan.
 96 (Excerpt letter from Julian Naba).

97
 98 b. City Clerk Shavala Moore read Ms. Lisa Jefferson’s comments into the record. The
 99 request is for a funding allocation for all necessary funds to build the splash pad at
 100 Charles Phillips Park.

101
 102 c. City Clerk Shavala Moore read Ms. Dunn’s comments into the record. Ms. Dunn is in
 103 opposition of funding for the Metro Atlanta Urban Farm. You have asked that our
 104 police forgo their take-home cars. Three cars were cut from the budget, along with
 105 many other things. Thank you.

106
 107 d. City Clerk Shavala Moore read Mrs. Marjorie Dent’s comments into the record. There
 108 are 3 BIDA Board Members on the Board now all from Ward 1? Is the 4th BIDA Board
 109 Member from Ward 1? Is that acceptable to the members of the citizens of College
 110 Park?

111
 112 6. Other Business.

113
 114 A. Discussion and update on recently adopted ordinances and resolutions. NO ACTION
 115 TAKEN.

116
 117 There was no discussion on this item.

118
 119 7. Public Hearings. None.

120
 121 8. Bids, Change Order Requests And Contracts.

122
 123 A. Consideration of and action on a request to adopt a Resolution authorizing the City of
 124 College Park to continue to participate in the Fulton County Community Development
 125 Block Grant (CDBG) Program for Program Year 2021 through 2023.

126
 127 Mayor Motley Broom asked, any questions?

128
 129 Councilman Gay asked, can they clarify a couple of things for me? I am not clear on what
 130 is in the 2021 CDBG allocation. What did we approve for 2021?

131
 132 Mayor Motley Broom said this item addresses authorization back into the program again.
 133 We can get you that information, in terms of projects that have been approved. But at this
 134 point, this is just authorization to continue in the program.

135
 136 Councilman Gay said I get that. I am asking from staff to clarify what the 2021 CDBG
 137 allocations were.

138 City Manager Terrence Moore said that is to be determined.

139

140 Councilman Gay said I need clarification because we just talked about this at the Council
141 Meeting, and I requested the minutes. I'm not clear what the 2021 CDBG allocations were.
142 I thought it was renovation of the Brady Center, the demolition of Kathleen Mitchell
143 Elementary School, and the splash pad at Phillips Park. Can someone clarify? Is that not
144 what we just did at the last Council Meeting?

145

146 City Manager Terrence Moore said those were allocations for year 2018. The year 2019
147 involved projects from the Charles Phillips facility. That is separate and apart from the time
148 frame, sir.

149

150 Councilman Gay said I want to distinguish these programs. Can you verify, for the record,
151 what will the 2019 allocations be that we just voted on?

152

153 Councilman Clay said you are asking what has been allocated under the current CDBG
154 Program, I believe. And what we are voting on is whether to participate in the next CDBG
155 Program. You are asking about the current program, right?

156

157 Councilman Gay said in order for me to understand the future, I have to understand what we
158 just did in the past.

159

160 Councilman Clay said there are 4 items. You nailed 3 of those items. And there was 1
161 more, the trails at Phillips Park, or some improvement on that.

162

163 Councilman Gay said all I am simply trying to achieve is what they were, so that when we
164 discuss 2021 through 2023, those initiatives don't get to be part of that conversation. For
165 the record, we are clarifying those 4 CDBG projects for 2019.

166

167 City Manager Terrence Moore said as we discussed in previous Council Meetings, yes,
168 which is separate and apart from this consideration.

169

170 Councilman Gay said then I make a motion to accept Community Development Block Grant
171 Funds for Program Year 2021-2023.

172

173 Mayor Motley Broom said wait a minute. It is just to participate in the program. There
174 aren't any funds that we are accepting at this time.

175

176 Councilman Clay said it's a no brainer.

177

178 **ACTION:** Councilman Gay moved to approve a request from Interim Director of Recreation
179 and Cultural Arts Michelle Johnson to adopt a Resolution authorizing the City of
180 College Park to continue to participate in the Fulton County Community
181 Development Block Grant (CDBG) Program for Program Year 2021 through 2023,
182 seconded by Councilman Clay and motion carried. (All Voted Yes).

183

184 B. Consideration of and action on a request for approval of an agreement between the City
 185 of College Park, the Municipal Electric Authority of Georgia (MEAG Power) and the
 186 City of Washington authorizing the sale of excess power to the City of Washington.
 187 NO ACTION TAKEN.
 188

189 Director of Power Hugh Richardson said I thought we would be through with the terms of
 190 this contract tonight, so there is no need to take any action on this. I may bring it back for
 191 the first meeting in June.
 192

193 Councilman Clay said previous contracts have been that we will sell off a certain amount of
 194 our reserve, our power consumption that we have contracted for. This is open-ended. It
 195 gives them the option to purchase, I believe, up to 6 megawatts. But there is no minimum
 196 purchase, and there is no fixed guarantee. So, the problem I have with it is, even if they
 197 come through, and we would bring this up, I'm not sure I would vote to approve it. And the
 198 reason is because we might be able to sell that to somebody else that would guarantee a
 199 purchase.
 200

201 Director of Power Hugh Richardson said that's right.
 202

203 Councilman Clay further said so, if we have given them that option, they could over 2 years
 204 buy no power from us, and they would still tie up the right to buy up to 6 megawatts of
 205 power, so we couldn't make a contract with somebody else that would guarantee to buy so
 206 much power, true?
 207

208 Director of Power Hugh Richardson said that's true. We have 30 megawatts that we can sell
 209 right now. I would rather get the guarantee of 6 megawatts, 24 X 7 X 365.
 210

211 Councilman Clay said or at least some minimum purchase amount. What are we getting for
 212 that option? Nothing.
 213

214 Director of Power Hugh Richardson agreed.
 215

216 Councilman Allen said and our hands are tied.
 217

218 Councilman Clay said you betcha.
 219

220 Mayor Motley Broom said I share your concerns about some of that as well. The
 221 consensus is to do nothing and to reconsider it if it comes down the line. We will move
 222 forward.
 223

224 C. Consideration of and action on a request for approval to purchase a replacement
 225 washer/extractor (protective gear cleaning machine) for Fire Station # 1.
 226

227 **ACTION:** Councilman Clay moved to approve a request from Fire Chief Wade Elmore to
 228 purchase a replacement washer/extractor (protective gear cleaning machine) for Fire
 229 Station # 1, seconded by Councilman Allen and motion carried. (All Voted Yes).

230 D. Consideration of and action on a request for approval of a one-year extension of the
 231 solid waste disposal services for residential and commercial solid waste with BFI
 232 Transfer System of Georgia, LLC/Republic Services of Georgia “East Point Transfer
 233 Station”.

234
 235 **ACTION:** Councilman Clay moved to approve a request from Public Works Director Mike
 236 Mason on a one-year extension of the solid waste disposal services for residential
 237 and commercial solid waste with BFI Transfer System of Georgia, LLC/Republic
 238 Services of Georgia “East Point Transfer Station”, seconded by Councilman Gay
 239 and motion carried. (All Voted Yes).

240
 241 E. Consideration of and action on a request for approval of pre-treatment of the City’s
 242 wastewater at the City of Atlanta Department of Aviation Lift Station #1 located on
 243 Riverdale Road.

244
 245 Councilman Allen asked, how did the tests go?
 246
 247 Director of Public Works Mike Mason said we did a 30-day trial, and everything went well.
 248

249 **ACTION:** Councilman Clay moved to approve a request from Public Works Director Mike
 250 Mason on the pre-treatment of the City’s wastewater at the City of Atlanta
 251 Department of Aviation Lift Station #1 located on Riverdale Road, seconded by
 252 Councilman Allen and motion carried. (All Voted Yes).

253
 254 9. Unfinished (Old) Business.

255
 256 A. Consideration of and action on an Ordinance requiring multi-family apartment complex
 257 owners to register for a “Rental Permit” and other relevant changes.

258
 259 Mayor Motley Broom asked, any comments or questions?

260
 261 Councilman Clay said yes. Mr. Denmark answered the question I had, but I have not had a
 262 chance to read the response to it. So, Winston, how do you want to handle it?
 263

264 City Attorney Winston Denmark said I think your questions deserve some close
 265 consideration. I would like to spend with you a little time going over those answers, and
 266 then we will be more comfortable moving forward.

267
 268 Councilman Clay asked, would you like me to walk through my questions, or defer to the
 269 next council meeting?

270
 271 City Attorney Winston Denmark said the latter.

272
 273 Councilman Clay moved to defer Item 9a to the next meeting.
 274

275 Councilman Gay said it was moved the last council meeting. We have had 2 weeks for
276 these questions. So, can they not just be discussed now?

277
278 Councilman Clay said I would be willing to go through them Councilman Gay.

279
280 Councilman Gay said I would love to hear them.

281
282 Councilman Clay said I withdraw my previous motion.

283
284 Councilman Clay said I have lost touch with exactly how this process works. But with
285 packet page 160, could someone, if Oscar is here, could someone walk through the process?
286 If not, I will just proceed to my next set of questions, which will be on packet page 161.

287
288 City Attorney Winston Denmark said by the process, you mean it was about the brand-new
289 complexes. That would not be subject to this ordinance, other than the registration
290 provision. Five years and older would be subject to everything in the ordinance, unless they
291 had their Gold Star Program, or they have had substantial renovations within the last 5 years.
292 Then those multifamily units can be exempted from the requirements of this ordinance.

293
294 Councilman Clay said right. But I just wondered if a developer or apartment owner that
295 wants to understand this, whether they would understand it.

296
297 Councilman Clay said jumping to page 17 of the fee schedule, Roman Numeral II (reading).

298
299 City Attorney Winston Denmark said that is what it says.

300
301 Councilman Clay said my first question is: Why 3 years, after this ordinance is officially
302 implemented? Why is it the key to the implementation of the ordinance, as opposed to the
303 initiation of the facility, and why 3 years? Are we going to be dropping the fees for
304 registration for everybody at the same time 3 years after the ordinance starts, or are we going
305 to drop the fees 3 years after the new one comes on-line, or they take new ownership? It
306 doesn't make sense to me why we are saying 3 years. What is magic about 3 years? And
307 why is it 3 years from the initiation of the ordinance?

308
309 City Attorney Winston Denmark said I couldn't get a good answer to that either. In the
310 revisions I sent you, we removed that 3-year requirement.

311
312 Councilman Clay asked, do you even know what it meant? Is it clear in your mind whether
313 it was 3 years after, truly 3 years after the initiation of the ordinance?

314
315 City Attorney Winston Denmark said that is what it was. It doesn't make any sense.

316
317 Councilman Clay said so we are going to keep the fees the same. We are not going to drop
318 them.

319

320 City Attorney Winston Denmark said we talked with Oscar Hudson, and the revised version
 321 had an updated fee schedule, based on my conversations with Oscar. We sent you that
 322 today.

323
 324 Councilman Clay reading, and any unit that has passed its inspection, it shall be eligible to
 325 renew their rental registration permit at half the normal rate. Is all of Roman Numeral II
 326 out?

327
 328 City Attorney Winston Denmark said right.

329
 330 Councilman Clay said that addresses the issues I didn't understand.

331
 332 Mayor Motley Broom said that portion has been stricken. Has anything else changed?

333
 334 City Attorney Winston Denmark said no, ma'am.

335
 336 Mayor Motley Broom asked, is there a motion to adopt the ordinance based upon the
 337 changes outlined?

338
 339 **ACTION:** Councilman Gay moved to approve a request on an Ordinance requiring multi-
 340 family apartment complex owners to register for a "Rental Permit" and other
 341 relevant changes, with corrections, seconded by Councilman Clay and motion
 342 carried. (All Voted Yes).

343
 344 B. Discussion and consideration in appointing an At-Large College Park Business and
 345 Industrial Development Authority (BIDA) Board Member.

346
 347 **ACTION:** Councilman Clay moved to defer Item 9b, Discussion and consideration in
 348 appointing an At-Large College Park Business and Industrial Development
 349 Authority (BIDA) Board Member to the next Regular Session of Mayor & Council
 350 to be held on June 1, 2020, seconded by Councilman Allen and motion carried.
 351 (All Voted Yes).

352
 353 10. New Business.

354
 355 A. Consideration of suggested regulatory guidelines for the permit process and oversight of
 356 building implosion demolitions within the City of College Park.

357
 358 City Attorney Danielle Matricardi explained the regulatory guidelines for the permit process
 359 of building implosion demolitions.

360
 361 City Attorney Danielle Matricardi said I have made some minor revisions to the guidelines.
 362 The first one was for virtual meetings; the second was changes to the insurance
 363 requirements; and third, to adjust the reception area to nearby city facilities as opposed to
 364 schools.

365

366 Mayor Motley Broom asked, what were the changes?
367

368 City Attorney Danielle Matricardi said to allow for virtual meetings. Second, was the
369 insurance policy. The third was the community evacuations. If people have to be evacuated
370 from a nearby building, then the police will coordinate with the contractor and applicant to
371 create a reception center at a nearby city facility where any displaced residents or
372 community members can wait.
373

374 Councilman Clay said since we don't control the schools, I didn't think it is appropriate to
375 have that in there, and this fixes that.
376

377 *Mayor Motley Broom said if the changes could be distributed to everyone, so we know*
378 *what those changes are, it would be helpful.*
379

380 Councilman Clay said it is partly my fault because I can only read so fast. It is over the
381 weekend. They didn't get my heads up until early this morning. They did their best to get
382 the response back, but it is always a rush right before council meetings, and I just didn't
383 have time to read the responses.
384

385 Mayor Motley Broom said it may be beneficial in any changes made to circulate those to the
386 entire Council.
387

388 Mayor Motley Broom said I had a random question about this. So, we just don't want to do
389 any demolitions during the holiday; is that the general thoughts?
390

391 City Attorney Danielle Matricardi said yes, but Oscar can waive that requirement.
392

393 Councilman Clay said there is a lot of CYA in this policy. It's not an ordinance. It's a
394 guideline, right? What is the difference between an ordinance and a guideline? Is it not
395 enforceable? If it's not, and it makes a number of statements that say, well, we're not liable
396 for anything in here, as I read it. These are guidelines, and we can't be held accountable and
397 what have you. Help me out Mayor.
398

399 Mayor Motley Broom said it gives us a little bit more flexibility. We are trying to come up
400 with something across the board. But certainly, demolition projects of that nature are kind
401 of unique in and of themselves, depending on the circumstances surrounding them. But I
402 would yield to the lawyers we pay.
403

404 City Attorney Danielle Matricardi said the guidelines are on a case by case basis. Some
405 implosions may require more and some less.
406

407 Councilman Clay said Danielle, there are things in here that talk about the fact that they
408 have to go door-to-door to alert all the people that are close to the blast area. And people
409 have to be notified to close down their ventilation system, so they don't draw in dust from
410 the implosion. Guidelines say that they have to remove all the asbestos, for example. So,
411 what happens if the person in charge of the blasting doesn't get that done? And somebody

412 else doesn't tell people to close their vents. So, people suck into their air-conditioning
 413 system asbestos particles. Does the City have to take any legal action on this, or is it not an
 414 enforceable ordinance?

415
 416 City Attorney Danielle Matricardi said I would hope that would never happen, but I
 417 understand your concern. The application in itself, they are required to indemnify the City
 418 if any claims are asserted against them. And the City could determine whether they want a
 419 separate agreement with the contractor. They are also required to reimburse the City in the
 420 event that the City has to provide any additional services. They would be required to
 421 reimburse the City for such.

422
 423 Councilman Clay said that almost sounds more like a contract than a guideline. A guideline
 424 is not enforceable.

425
 426 City Attorney Danielle Matricardi said as part of the application process, they agree to
 427 comply with the guidelines.

428
 429 Councilman Clay said okay.

430
 431 City Attorney Winston Denmark said and failure to notify the public. It is not to notify
 432 College Park. At that point, anybody that is affected by the asbestos could sue whoever is
 433 doing the demolition. It is a very, very high liability standard when they engage in that
 434 behavior. It is an issue that they have exposed themselves to liability to the general public,
 435 to all the people they have harmed or may have harmed.

436
 437 Councilman Clay said I will approve it, if the lawyers are comfortable with this.

438
 439 Councilman Allen asked, on packet page 264, will they coordinate with Atlanta and the
 440 FAA several weeks prior to the operation? I would encourage you to work with them as
 441 much as possible. A couple of weeks, it needs to be more. Just stay in touch with the FAA
 442 and the Atlanta Airport.

443
 444 Councilman Clay said that's a good point Ken, because the FAA puts out temporary flight
 445 restrictions in advance of certain athletic events, for example. They would put out some
 446 kind of restriction that says, that during this period of time, be aware and check with the
 447 control tower. I agree with you, the sooner the better. Good point.

448
 449 **ACTION:** Councilman Clay moved to approve a request on regulatory guidelines for the
 450 permit process and oversight of building implosion demolitions within the City of
 451 College Park, seconded by Councilman Allen and motion carried. (All Voted Yes).

452
 453 11. City Attorney's Report. None.

454
 455 12. City Manager's Report.

456

457 A. Discussion and update on top ten delinquent property taxpayers. NO ACTION
458 REQUIRED.

459
460 Councilman Clay said I have nothing on taxes or utilities.

461
462 B. Discussion and update on top ten delinquent utility customer accounts. NO ACTION
463 REQUIRED.

464
465 Councilman Clay asked, how much in arrears are we now on utility bills?

466
467 Director of Finance & Accounting Althea Philord-Bradley said it is over \$1,075,000.00.

468
469 Councilman Clay said thank you.

470
471 Director of Finance & Accounting Althea Philord-Bradley said you're welcome.

472
473 C. Follow-Up Direction Regarding Application of Performance Standards to the College
474 Park Strategic Plan.

475
476 City Manager Terrence Moore said this stems from the engagements with Adam Seslow.
477 The outcome of the meeting is to follow up with all department directors with myself on
478 June 17, 2020, so that we can prepare for what I would like to propose as the engagement or
479 follow-up engagement with Mayor & Council to talk on July 15, 2020. I am asking for a
480 consensus that we proceed with the date and time to take place at 6:00 p.m.

481
482 Councilman Clay said I blocked that out to attend a wedding before Covid-19. And I doubt
483 that I am going to do that with Covid-19, but I will be back by the 16th. I might not show
484 up, or I might have to do a virtual meeting from out of the county. I just throw that out.

485
486 City Manager Terrence Moore asked about Wednesday, July 29, 2020.

487
488 Councilman Clay said that is good for me.

489
490 City Manager Terrence Moore said off point, there is a committee to assist and review of
491 any opportunities to advance austerity measures, identify savings, and to identify any
492 abilities to achieve ancillary efficiencies and operations. This committee, with the
493 participation by work with City Manager to engage as outlined, includes every department
494 director who is involved with Enterprise Fund Operations specifically, as well as a couple of
495 residents from the community who will be able to offer some insight in that regard as well.
496 This is not a board committee of the Mayor & Council; it is that of the Office of the City
497 Manager as we continue to navigate pending challenges associated with financial affairs and
498 revenue forecasts.

499
500 Councilman Clay asked, can you give me an example of an austerity measure?
501

502 City Manager Terrence Moore said that is just the term I use to cut costs. There may be
503 some opportunities even to go further as we continue to navigate this environment. For
504 example, there may be a section in Public Works to streamline operations there.

505
506 Councilman Clay said a while back I made a recommendation that we also have a committee
507 to look at possible revenue opportunities primarily at the Arena. You may find some others.

508
509 City Manager Terrence Moore said that would be part of this exercise as well.

510
511 Councilman Allen said it's a great idea.

512
513 It was the consensus of Mayor and Council to consider follow-up direction regarding
514 application of performance standards to the College Park Strategic Plan on July 29, 2020 at
515 6:00 p.m.

516
517 13. Report of Mayor and Council.

518
519 Councilman Clay – said I want to support the letter that was read from the Main Street
520 Association and encourage us to put that on a workshop session agenda, perhaps for the next
521 Council Meeting, to talk about how we might expand on Main Street into the parking area
522 between Princeton and Harvard. We have had some discussion in the past about closing that
523 area down. The Department of Transportation has expressed an interest in helping with the
524 congestion that occurs as you come up Harvard Avenue from the north because the vehicles
525 are sticking out. You have a left-turn lane to go across the tracks to go over to the MARTA
526 Station. And there is some talk about eliminating parking in that area.

527
528 Councilman Clay said congestion is way down due to Covid-19, but our restaurants are just
529 trying to come back. And I'm strongly in favor of us maintaining good social distancing.
530 The Main Street Association thinks this might be an opportunity to publicize what we might
531 do to encourage people to even come from other areas to College Park, not in droves, but
532 rather be able to sit out on an extended patio in front of the restaurants. Route the sidewalk
533 around it, so that it would be along the street side of the build out, rather than coming in
534 between the tables and the restaurant. I would like to encourage that to be put on the agenda
535 for the next workshop session. I think the Main Street Association would love to give a
536 presentation at that time.

537
538 Mayor Motley Broom said okay.

539
540 City Manager Terrence Moore said I propose June 15, 2020, if I can.

541
542 Councilman Clay said the sooner we can help the restaurants bring in more revenue, the
543 better. I would hate to see them go out of business. The longer we wait, the more difficult
544 it becomes. If the restaurants make more money, the City does too.

545
546 City Manager Terrence Moore said June 1, 2020 it is. I will make the other adjustments for
547 other considerations.

548 Councilman Taylor – said I have nothing to report.

549

550 Councilman Allen – asked, has Public Works got their drivers?

551

552 Director of Public Works Mike Mason said yes, sir. They started last week. We are waiting
553 on one more to start in the next couple of weeks.

554

555 Councilman Allen said good.

556

557 Councilman Allen said don't forget the Census. Everybody needs to participate.

558

559 Councilman Allen said May is National Bike Month.

560

561 Councilman Allen said Six West is having a Town Hall Summit on June 11, 2020.

562

563 Councilman Allen said be safe and careful.

564

565 Councilman Gay – asked, how do you reach out to MEAG for Covid-19 relief on the federal
566 level? There is a trillion dollars available. Have there been any conversations about it?

567

568 Director of Power Hugh Richardson said they aren't getting anything in the first round yet.

569

570 Councilman Gay asked, do you know if MEAG Cities have asked for any relief?

571

572 Director of Power Hugh Richardson said I haven't heard about others.

573

574 Councilman Gay asked, why did we move Item 9b?

575

576 Mayor Motley Broom said we just got background checks this afternoon. I initiated that. I
577 haven't had the opportunity to review them. I got mine in hand about 4:50 p.m.

578

579 Councilman Gay said Gerald, I understand that you reached out to McClarin for the senior
580 pictures on the electronic board, but I didn't hear anything about Tri-Cities and Banneker.

581

582 Director of Communications Gerald Walker said I have been in touch with them, and I have
583 reached out to them again. I made a request to try to limit the number of photos that they
584 would send me. I received 25 photos from McClarin. I haven't heard from Banneker since
585 I asked for the photos, and the same thing for Tri-Cities.

586

587 Councilman Gay asked, what about a generic "Congratulations to the Class of 2020?"

588

589 Director of Communications Gerald Walker said certainly. I can do that on the LED out
590 front. I wanted it to be a little more personable. I think the ones from McClarin were well
591 done. They sent the crest and logo, and we incorporated it in our production. So, I will
592 follow up with them.

593

594 Councilman Gay said you may can just post the Valedictorian and Salutatorian.

595

596 Councilman Gay said everybody that I'm aware of has been actively supporting our
597 frontline workers, fire and police. There has been sandwiches from restaurants, and so
598 many other contributions. But I do have a concern that has happened in my ward. I have
599 been getting phone calls that these efforts are not being coordinated. People are asking me
600 why I didn't bring them a sandwich or Piccadilly. I am going to ask my constituents to
601 coordinate that so no one will feel left out.

602

603 Councilman Gay said I need clarification on the CDBG allocations that we agreed on at the
604 previous meeting. I mentioned 4, and Councilman Clay confirmed those 4. But I'm still not
605 clear, if you are talking about 2019 allocation, because there is no mention of 2020. Do you
606 mean they are for 2019 and 2020?

607

608 City Manager Terrence Moore said 3 of them were from the 2018 Program Year. One was
609 from 2019. It is just all wrapped up. So, 2018 was left over funding allocation that has been
610 made available. The pending opportunity for Phillips Park is from Program Year 2019.
611 That is all that has been done; that has been authorized for submission. So, we are awaiting
612 that above and beyond what has already been approved. As far as 2020 or 2021, that has not
613 yet begun. What you approved this evening was the commitment to continue with the
614 CDBG Block Grant Designation.

615

616 Councilman Gay said I am trying to look at ways to find the City's match. One of the things
617 I am doing for the city is to try and find other ways to do the 25 percent match. I have asked
618 the Mayor for a letter. I have asked for help from the Chairman of Fulton County and
619 Commissioner Joe Carn. There seems to be a misunderstanding. City Manager, when will
620 the 2019 CDBG allocation be before Fulton County, or have they already been before
621 Fulton County?

622

623 City Manager Terrence Moore said for 2019 that is to be determined. They have not yet
624 informed City Administration as to when they will be made available. However, generally
625 speaking, in the next 2 months it will be made available. The next 2 months may work
626 considering that will be the beginning of our fiscal year. So, again, those specific dates have
627 yet to be provided to the City Manager, or any other members of the City Administration.

628

629 Councilman Gay said someone sent me a Facebook Zoom Meeting of BIDA Sunday night.
630 There is a meeting this week with a representative from BIDA to discuss any concerns or
631 recommendations that they may have.

632

633 Councilman Gay said for the record, prior to this Mayor & Council, we agreed to put a dog
634 park in, and it was approved where we are talking about putting the splash pad. I don't
635 think there is any conflict about where we are proposing to put a splash pad.

636

637 Councilman Gay said Councilman Clay, the warehouse on 29, I received a phone call today.
638 It appears that they did not raise the apron up high enough to prevent the trucks from turning
639 left. That was a concern because when it is on the site, that is what it looked like to anyone.

640 I learned that the GDOT right-of-way is so far back into the complex, you can make a turn.
641 What you and I worked on together was to get a curb. The right-of-way is so far back, that
642 what you and I worked on may not even work. Once they get passed the right-of-way, there
643 is almost 100 feet before you get to the road where you turn left. So, City Manager, do you
644 think you can bring this to a workshop, or educate us on what our options are on trying to
645 keep the trucks from turning left?

646
647 Councilman Clay said we could get on a call with the City Engineer and talk it through
648 because you and I are on the same page. We need to do something about that. I thought we
649 had a solution with the higher curb.

650
651 City Manager Terrence Moore said my guidance to Ms. Washington and with Prime
652 Engineering is to accomplish that. We visited a few days ago to make sure that those
653 guidelines and requirements are reached. I would like to give that an opportunity, and thus,
654 Loretta to be available to join you for specifics. This is part of Ms. Washington's role as
655 City Engineer.

656
657 Councilman Gay said I just want to be involved. And what we thought would work is not
658 going to work.

659
660 Councilman Clay said maybe that goes back to putting the bar up.

661
662 Councilman Allen said keep me involved.

663
664 Councilman Clay said with 3 of us, we have a quorum.

665
666 Councilman Allen said okay. You two can share that with us later.

667
668 Councilman Gay said I want to thank Mercedes for reaching out and getting the Covid-19
669 testing at the GICC.

670
671 Executive Director of the GICC Mercedes Miller said the test day is tomorrow. It was put
672 together by the Mayor. I just executed it. It should be a great event. And we may have
673 another testing event in 3 weeks.

674
675 Councilman Clay asked, do you have to sign up for that?

676
677 Mayor Motley Broom said there is no registration.

678
679 Councilman Clay asked, do you park and wait for your results?

680
681 Executive Director of the GICC Mercedes Miller said I think they give you the results for
682 the nasal test, but the blood test they send it by email.

683
684 Councilman Clay said okay. Thank you.

685

686 Councilman Gay said Mr. Hicks, are we supposed to talk about See Something/Say
687 Something? There are a lot of people that are not here that are on the directory. So, we
688 need to make sure that there is a way that when you send out deficiencies, that it goes to the
689 right people. These threads are continually changing.

690 Chief Information Officer Michael Hicks said I have a plan.

691
692
693 Councilman Gay said the At-Large Member at BIDA, I'm getting a lot of concerns about
694 BIDA ethics. And I want everybody to be mindful that we are still taking a hard look at a
695 lot of these departments/boards. Covid-19 has muffled the conversation. I'm getting calls.
696 The public is still looking at us. They are still talking. That's all I have.

697
698 Mayor Motley Broom – said for the Covid-19 testing, you just drive up. There is no
699 appointment necessary. It will be a very good event.

700
701 Mayor Motley Broom said you might have seen that I have been changing my background.
702 That is one way I have been trying to salute our great graduating seniors. I know this is not
703 how you expected things to go your senior year. Just know that everybody in this city is
704 proud of your accomplishments, and we want to celebrate you any way we can.

705
706 Mayor Motley Broom said I understood this is Bike Month. It is also Mental Health
707 Awareness Month. I would urge anyone who needs help to seek out help, because certainly
708 these are challenging and uncertain times for all of us. We need the opportunities to
709 connect with other people. You can go to *mentalhealth.gov* to get more information. It is
710 just as important as your physical health, and we need to embrace it as such.

711
712 Mayor Motley Broom said the Census, I want to echo Councilman Allen's discussion earlier
713 because we are still last in Fulton County, in terms of response rates, and it matters so much
714 to all the things we want to do over the next decade as a city. So, if we want the community
715 we deserve, we have to step out and be counted. It matters for our schools, public safety
716 officers, and going forward with so many projects that we want to do. We know the people
717 are here. We know they exist, and they are spending money. We need them to be counted.
718 Even if you fill out your Census, ask your neighbors. Make sure they are doing it as well.
719 We need to boost our numbers. And if we are not counted, we will not be counted for the
720 next decade.

721
722 14. Executive Session.

723
724 15. Executive Session Minutes.

725
726 A. Approval of Executive Session Minutes dated May 4, 2020.

727
728 **ACTION:** Councilman Clay moved to approve Executive Session Minutes dated May 4, 2020,
729 as presented, seconded by Councilman Allen and motion carried. (All Voted Yes).

730
731 B. Approval of Executive Session Minutes dated May 18, 2020.

732 **ACTION:** Councilman Clay moved to approve Executive Session Minutes dated May 18,
733 2020, as presented, seconded by Councilman Allen and motion carried. (All Voted
734 Yes).

735
736 Mayor Motley Broom declared the Regular Session adjourned at 8:51 p.m.
737

738
739
740
741
742
743
744

CITY OF COLLEGE PARK

745
746
747
748
749

Bianca Motley Broom, Mayor

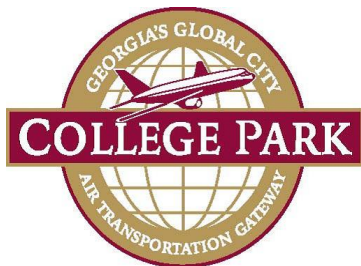
750
751
752

ATTEST:

753
754
755
756

Shavala Moore, City Clerk

757



CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 8151

DATE: May 22, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Shavala Moore, City Clerk

RE: Workshop Session Minutes dated May 18, 2020

See attached Workshop Session Minutes dated May 18, 2020.

Thank you.

ATTACHMENTS:

- WSS051820 (DOC)

Review:

- Shavala Moore Pending
- Rosylene Robinson Pending
- Terrence R. Moore Pending
- Mayor & City Council Pending 06/01/2020 7:30 PM

1 CITY OF COLLEGE PARK
2 MAYOR AND CITY COUNCIL
3 WORKSHOP SESSION
4 MAY 18, 2020
5

6 MINUTES
7

8 Present: Mayor Bianca Motley Broom; Councilmen Ambrose Clay, Derrick
9 Taylor, Ken Allen, and Roderick Gay; City Manager Terrence Moore;
10 City Clerk Shavala Moore; City Attorney Winston Denmark.
11

12 Absent: None.
13

14 **1. Follow-up presentation by Metro Atlanta Urban Farm (MAUF) CEO Mr.**
15 **Bobby L. Wilson on ongoing services and opportunities for the City to lend**
16 **support to MAUF.**
17

18 Mayor Motley Broom called the meeting to order at 6:04 p.m.
19

20 City Manager Terrence Moore said pursuant to direction offered during the May 4, 2020
21 Workshop Session, as Mr. Wilson was able to address the Mayor & Council, some of the
22 opportunities that have ensued with MAUF, direction was offered to revisit the respective
23 consideration. And as a result, we have included in this transmittal packet a line item
24 breakdown of expenditure activities associated with the original request.
25

26 City Manager Terrence Moore further said we have essentially offered recommendations
27 as to what our capabilities are and are not, with respect to that review and consideration.
28 And this is simply an opportunity, more so for Mayor & City Council, to offer any
29 direction that they may deem appropriate with respect to support.
30

31 City Manager Terrence Moore said we also included, for good measure, a summary as to
32 previous partnership and collaboration with the MAUF going back to 2014, in terms of
33 community development, Block Grant, financial assistance requests, and other
34 opportunities in which the City of College Park provided endorsement to assist their
35 efforts in that regard. The genesis of that was to ascertain any previous direct financial
36 allocations that had been made by the City of College Park, if that had not been the case.
37

38 City Manager Terrence Moore said with that, we do provide a brief summary with
39 respect to potential capabilities in this regard, ladies and gentlemen, the City's General
40 Fund Balance. And at this time, given what's outlined on packet page 4, a 7-summary
41 line item of expenditure activity to review and consider, and that should assist Council in
42 their efforts this evening.
43

44 City Manager Terrence Moore said I'm not sure if it is necessary for Mr. Wilson to
45 revisit the presentation, although that is at your behest. But again, an opportunity for the
46 Body to decide what level of support could be appropriate or not.

47 Mayor Motley Broom said I will give Mr. Wilson the opportunity, if he wants to add
48 anything, based upon this updated information to go ahead. And as you said City
49 Manager, we did discuss the broad brushes of this at the last meeting. Mr. Wilson, if you
50 have anything to add, feel free.

51

52 Mr. Wilson said I come before you again to say thanks. I also want to restate MAUF 's
53 desire to join forces with this great City of College Park. I have a vision that together we
54 can co-create life changing opportunities that will change the trajectory in the lives of
55 every citizen, especially our young people in College Park.

56

57 Mr. Wilson said I am asking you to take this journey with MAUF. I know this is a leap
58 of faith for you. This journey will be like no other journey that this country has ever
59 seen. It will be a great collaboration between MAUF and the City of College Park
60 government. This collaboration will surpass the black farmer's lawsuit against the
61 federal government. It will equal the Montgomery Boycott. It will surpass the
62 integration of public schools because it will create a new school system right here on this
63 campus that we plan to create at 3271 Main Street. This movement will impact the
64 country, as well as our city.

65

66 Mr. Wilson said just a few years ago when I started out on this journey, I was working
67 with a developer from downtown Atlanta. We visited several pieces of property. This
68 developer was a graduate of the University of Florida, and he developed several
69 properties. He told me that 3271 Main Street is a "B" property at its best, but he did not
70 know the vision, intent, and aspirations of what I had planned for this property.

71

72 Mr. Wilson said it has been because of the support that I have received from this city
73 government that we have been able to bring to fruition our vision. We continue to grow
74 into it. As you know, the U. S. Department of Agriculture featured MAUF as its poster
75 child in a grant that just went across the country.

76

77 Mr. Wilson said for those of you who visited our showcase, as it relates to Noise
78 Pollution through the National Science Foundation and Cornell University, it highlighted
79 MAUF and Tri-Cities High School, as well as the City of College Park. I received a call
80 last week from Fort Valley State University asking me to work with them to help
81 minority and disadvantaged farmers in Middle Georgia. MAUF has reached long, deep,
82 and wide. MAUF is also known as an informal educational learning center.

83

84 Mr. Wilson said to our Mayor, I am asking you to support this request. By doing so,
85 MAUF will create your signature program here in this city. And that is the same thing I
86 told Principal Love when she moved into her office last year; that if she supports the
87 Noise Project, I will help make this her signature program. And that has become one of
88 the best programs that the Beta Club is doing at Tri-Cities High School. It has gone viral.
89 The train has left the station, and I want College Park to be on this ride with MAUF. Our
90 educational stem research center will be the first of its kind on an urban farm anywhere in
91 the country.

92

93 Mr. Wilson said in the spirit of truth and transparency, over the next 3 or 4 months,
94 MAUF will have the capacity to feed every household in College Park for 1 week's
95 worth of food. I challenge you to challenge me to make this become a reality. I need the
96 City of College Park to be a part of conducting this train ride. MAUF needs your
97 support. Thank you.

98
99 Mayor Motley Broom asked, does anyone have any questions?

100
101 Councilman Allen said I don't know where we would take money from. Bobby is doing
102 some fabulous programs. I love the vision. I love his enthusiasm. We have cut money
103 from the budget. We probably will have to cut some more from the budget. That's my
104 personal comment.

105
106 Mayor Motley Broom asked, anyone else?

107
108 Councilman Clay said I had asked a question by the City Manager, and we got a number
109 of responses. If I understand the asking from the farm, they would like \$75,000.00 in
110 cash, effectively. And then they would like an additional amount if In-kind donations,
111 and they had a list of items here in the packet. It would be nice if we had for this
112 discussion what that additional cost was.

113
114 Councilman Clay said we are talking about reduction in utilities and property tax. I
115 received a couple of numbers by email. Is anybody capable of summarizing all of those
116 numbers for the Council of what the additional ask would be? I have some of the same
117 issues as Councilman Allen. I look at the number here, and I look at the number of police
118 cars we cut out the other night, and I have a lot of concern.

119
120 Councilman Clay said I have been working with the farm since its inception. I believe
121 that Bobby is on the right track. But I would like to know what the total ask is. Terrence,
122 do you have an idea of what that total would come to for those In-kind donations?

123
124 City Manager Terrence Moore said yes, sir. The average monthly utility bill is \$464.00.
125 So, you multiply that by 12, and it is a little over \$5,000.00, nearly \$6,000.00. Another
126 piece is having to do with the installation of cameras for security. That is about
127 \$2,400.00. But with respect to property tax, no, because, again, I'm not sure if that
128 would even be legal to waive property taxes for 1 individual. So, that is not even a
129 question at this point, ladies and gentlemen.

130
131 Councilman Clay asked City Attorney, as far as the donations to nonprofit organizations,
132 we went through a large discussion on this several months ago. And we decided that if
133 we had an organization, a nonprofit that was performing services that the City had
134 decided that they wanted to provide; that the City could give revenue to support that
135 nonprofit organization in the carrying out of their overall mission. So, where are we on
136 the ability to do that? Can we give anything legally?

137

138 City Attorney Winston Denmark said the issue was whether or not this was a service that
139 the City of College Park could provide itself. And if the City could provide this service
140 itself, then by logical extension the City could contract with a private entity to provide
141 those services. I'm not altogether certain because maybe I don't fully understand what
142 they are doing, even with the explanations given, but that would be the threshold
143 question. Is this a service that the City of College Park could provide itself? And, if so,
144 then we would have the ability to contract with someone to provide that service for us.
145

146 City Attorney Winston Denmark further said we have talked about doing some things as
147 a precursor to that, not on an ad hoc basis, but doing it as a structured way so that we
148 don't receive piecemeal requests throughout the course of the budget year for these
149 things, but to kind of anticipate them in the beginning and make provision for them
150 budgetarily. But that is a separate conversation and a separate question from the one you
151 asked me.
152

153 City Attorney Winston Denmark reiterated that it would depend on whether this is a
154 service that the City could provide itself. In the information we provided in our written
155 memo, we talked about what municipal corporations can and have traditionally done, and
156 the services that they provide, and we listed some of the classic examples by way of
157 demonstration, if we can include this particular service within that.
158

159 Mayor Motley Broom asked, any other questions?
160

161 Councilman Taylor asked, can we do it legally?
162

163 Mayor Motley Broom said I think both you and Councilman Clay bring up a very good
164 question. I don't know that we have the answer tonight. And I certainly would not want
165 to be in a situation of doing something that could not pass legal muster.
166

167 Councilman Clay said when we talked about this several months ago, Fulton County had
168 put together a community services program, and they had various functions that they put
169 under their umbrella that they said that they would do as a city or county, and therefore,
170 they could contract it out. I think we all seized on that. Are farming and education things
171 that we could realistically do under our City Umbrella, Winston?
172

173 City Attorney Winston Denmark said I am reluctant to say yes, because that is not a
174 traditional service that cities have provided.
175

176 Mayor Motley Broom said especially the education part.
177

178 City Attorney Winston Denmark said my gut is no. But if I understood the whole range
179 of services that they provide, maybe part of it would be compatible to what cities have
180 traditionally done, based on our Charter and what cities can do. There are a limited
181 number of things that cities can do. And there are certain things that can be an extension
182 of what we can hire out on our behalf.
183

184 Councilman Clay said my third question, City Manager, when we talked about this at the
185 last council meeting, you thought there were funds that might be available this year that
186 we could use to help the farm. And I didn't bring it up at the time, but you said this on a
187 couple of occasions. The problem I have is that what money we don't spend this year
188 flows over through budget carry forward to next year. So, we can't just say, if we spend
189 it this year, it's okay, because next year is a new budget. We have to ask the question:
190 Do we want to spend something that we can't carry forward then to next year's budget,
191 which means we have less money to spend next year?

192
193 Councilman Clay said I know I am bringing up negative points. I have seen the good
194 things the farm is going with people who have been on the ragged edge, and they have
195 benefitted from the farm. I have talked to some of the kids up there. I have seen urban
196 farmers come in from around the neighborhood and some of the good things that they
197 have done. The problem I have is we are in serious trouble with money as a city. And I
198 just don't know where we find the money. We killed 3 police cars at the last meeting
199 because of that, and they were take-home cars.

200
201 Councilman Allen said I noticed in the packet that in the past we have helped them with
202 writing letters on their behalf for grants. Are we able to assist in this manner at all again?

203
204 City Manager Terrence Moore said sure. The cities across the nation typically support
205 the endeavors of nonprofit organizations with respect to grant applications pursuant to
206 external resource opportunities, et cetera. I would like for you all to reference packet
207 page 2, in terms of the funding sources piece. There is some undesignated fund balance
208 to support the points that you all have made. So, that is where we would visit, in the
209 event that there was some direction or inclination to take a look at it in this regard.
210 Nevertheless, we are where we are.

211
212 Mayor Motley Broom said we first have to ask, is it legal? I don't think we have the
213 answer. Putting Mr. Denmark on the spot this evening is not really fair. I know we
214 should have discussed this aspect of it 2 weeks ago, but we need to figure out if it is legal.
215 The rest of the conversation does not get us very far if it is not.

216
217 City Attorney Winston Denmark said my initial impression is no, but it might merit a
218 closer look. This would be outside of the ability of the clause.

219
220 Mayor Motley Broom said I want to give you the time City Attorney to get that closer
221 look, if the rest of the Council is in agreement with that.

222
223 Councilman Clay said I don't see how we cannot do that, if there is a legal issue. And I
224 wish we had thought of that last week as well.

225
226 Councilman Allen agreed.

227
228 Councilman Taylor asked, if we can give him the money, can we go ahead and figure out
229 where we are going to get it from? And when Winston gets back with us, we are ahead

230 of the game. And how much money are we talking about? So, we need to figure out
231 today where the money is coming from and how much we are going to give him, if
232 Winston comes back and says it is okay to do it. We don't want to keep coming back
233 with the same thing.

234

235 Mayor Motley Broom said that is a good point. My concern would be: Because the
236 money is going to different things, I don't know what things we can do. There are things
237 we cannot do. I want to know if it is legal first.

238

239 Councilman Taylor agreed. If none of it is legal, we don't have anything to decide.

240

241 Mayor Motley Broom said I understand what you are saying.

242

243 City Attorney Winston Denmark said I can give the City Manager the results of my look
244 in the next couple of days. I am not going to be the holdup. I certainly appreciate
245 Councilman Taylor's concern. It is not going to take a lot of time to figure this out. I
246 will give City Manager my response no later than Wednesday, if that helps at all.

247

248 Councilman Taylor said it definitely does. We can do it through email. The sooner the
249 better, if it is legal.

250

251 Councilman Clay asked City Manager, aren't we looking into overall projected revenue?

252

253 City Manager Terrence Moore said absolutely, sir.

254

255 Councilman Clay said and from early looks that I made at it, we are going to have a very
256 difficult time. Our citizens are going to be faced with tough times. We are shooting at a
257 moving target. The bird seems to be flying lower.

258

259 City Manager Terrence Moore said Councilman Clay is speaking of the exercise of
260 projection of revenues for the next couple of years, 2021-2022. That is a continuous
261 exercise we will be engaged in in the coming months. That fills in the blanks to some of
262 the questions you were just raising Councilman Clay, yes?

263

264 Councilman Clay said yes, it does.

265

266 Mayor Motley Broom asked, does anyone else have anything to add?

267

268 Mayor Motley Broom said the consensus of Mayor & Council is to charge City Attorney
269 Winston Denmark with determining the legality of this help to MAUF, based upon the
270 Gratuities Clause and the Georgia Constitution, and he will circle back with us in 48
271 hours. Is that correct, sir?

272

273 City Attorney Winston Denmark nods head in the affirmative.

274

275 Councilman Clay said I hope we can get a sneak preview of where the revenue is going
276 in a few days.

277

278 Mayor Motley Broom said that is directed towards you, City Manager.

279

280 City Manager Terrence Moore said yes. I ask everybody to take a look at packet page 2.
281 That is the only consideration. If it is determined that it is legal, not every line item will
282 be appropriate for financing. Winston will fill in those blanks in that regard. The only
283 place, before the close of the current fiscal year, would be to tap in an allocation from the
284 General Fund Reserves. Because of the current state of affairs, it is a bit of a moving
285 target. And again, it goes back to any interest on City Council. The specific source will
286 be General Fund Reserve.

287

288 Mayor Motley Broom said I am sorry we are having to push this a little bit further out. It
289 should have been a discussion 2 weeks ago. We have to make sure that what we are
290 doing is legal before we act. I appreciate your patience.

291

292 Mr. Wilson said he would like to make some closing remarks based on the conversation.

293

294 Mayor Motley Broom asked, do you have anything new to add Mr. Wilson?

295

296 Mr. Wilson reiterated his above prior comments in the record and discussed the reduction
297 in crime since the MAUF.

298

299 Mayor Motley Broom said thank you.

300

301 Mayor Motley Broom declared the Workshop Session adjourned at 6:41 p.m.

302

303

304

305

306

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309

310

311

CITY OF COLLEGE PARK

312

313

314

315

Bianca Motley Broom, Mayor

316

317

318

319

320

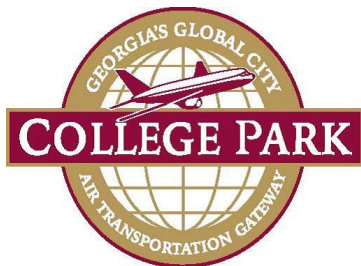
321 **ATTEST:**

322

323

324

325 _____
Shavala Moore, City Clerk



CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 8153

DATE: May 22, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Shavala Moore, City Clerk

RE: Budget Session Minutes dated April 22, 2020

See attached Budget Session Minutes dated April 22, 2020.

Thank you.

ATTACHMENTS:

- Budget042220 (DOC)

Review:

- Shavala Moore Completed 05/22/2020 12:15 PM
- Rosylne Robinson Completed 05/25/2020 1:21 PM
- Terrence R. Moore Completed 05/27/2020 6:36 PM
- Mayor & City Council Pending 06/01/2020 7:30 PM

CITY OF COLLEGE PARK
MAYOR AND CITY COUNCIL
BUDGET SESSION #4
APRIL 22, 2020

MINUTES

Present: Mayor Bianca Motley Broom; Councilmen Ambrose Clay, Derrick Taylor, Ken Allen, and Roderick Gay; City Manager Terrence Moore; Director of Finance & Accounting Althea Philord-Bradley; City Clerk Shavala Moore.

Staff: All Applicable Departments.

Absent: None.

Mayor Motley Broom called the meeting to order at 6:30 p.m.

City Manager Terrence Moore said at the conclusion of the scheduled presentations and reviews, there is an ancillary recommendation I would like to have Mayor & City Council to entertain based on some observations and discussions at last evening’s meeting. I did have a productive discussion with members of the executive team about the Enterprise Funds this morning and will be offering some updates in terms of revenue and expenditure forecast. There is another budget meeting consideration I would like to propose as we go along.

City Manager Terrence Moore said we have in position members of the College Park Police Department led by Police Chief Ferman Williford. With that, we can proceed with the Police Administration Section.

POLICE ADMINISTRATION:

City Manager Terrence Moore asked Chief Williford, did you make the correction that I mentioned?

Police Chief Ferman Williford said yes. That is in the Patrol Budget.

City Manager Terrence Moore said yes, sir, that’s correct. Any questions or concerns?

Councilman Clay said I have several. On page 1 of 3, page 5 in the document, line 525730, R&M of DP Equipment, you’re at \$12,000.00, almost \$13,000.00, and you’re going up to \$19,000.00. You are only at 60 percent utilization. So, I would have expected it not to go up that much. Chief, can you comment on that?

Police Chief Ferman Williford said most of that is shared cost with New World and other city-wide projects.

47 Councilman Clay said okay. I'm good.

48

49 Councilman Clay said I have questions on the training in connection with the next page at
50 the top, line 526200, I know it is something that we can cut. I know the Mayor talked
51 about it last night. The thing that concerns me about cutting back on training is that we
52 have a lot of new police officers. Is this training being applied to them, or - - I know the
53 Patrol Budget is coming up. But this is not their training, this is your training.

54

55 Police Chief Ferman Williford said yes, sir. This is the required training to get executive
56 hours needed to maintain executive certification.

57

58 Councilman Clay said you need to maintain your certification. If that is what it takes to
59 do it, then that makes sense.

60

61 Police Chief Ferman Williford said those are for mandated hours.

62

63 Councilman Clay said on page 3 of 3, Capital Outlay, Vehicle Replacement, it shows that
64 you are not replacing any vehicles.

65

66 Police Chief Ferman Williford said we originally put 1 in sir, but with the budget cuts, we
67 decided to take it out. We will make do what we have for now.

68

69 Councilman Clay asked, you have had a couple of vehicles totaled, haven't you?

70

71 Police Chief Ferman Williford said we have, and those are in other budgets.

72

73 Councilman Clay said I'm good. That's all I had there.

74

75 Councilman Allen said on line 526510, Claims Not Workmens' Comp, \$134,00.00. You
76 were expecting \$50,000.00, and now you are saying \$20,000.00. It just seems to be
77 going down an awful lot. It is on page 2 of 3 of the hard copy.

78

79 Police Chief Ferman Williford said we are getting a check back for \$124,000.00 very
80 soon, and that should go back to the General Fund.

81

82 Councilman Allen asked, will that make it on this current budget?

83

84 Police Chief Ferman Williford said it will come in on this budget. We filed a claim. Our
85 portion is \$10,000.00, so we are getting \$124,000.00 back, plus a \$10,000.00 (ph)
86 deductible.

87

88 Councilman Allen said okay.

89

90 Councilman Allen asked, on the HV/AC unit, \$100,000.00, the estimate earlier was a
91 little bit higher, why?

92

93 Police Chief Ferman Williford said we are hoping we can. We don't know for sure. I
94 have a couple of vendors that tell me they can provide what this unit did with a smaller
95 unit.

96
97 Councilman Clay said if you oversize it too much, it will make it ineffective.

98
99 Councilman Allen said that's all I had.

100
101 City Manager Terrence Moore asked, any other questions or observations?

102
103 Mayor Motley Broom said I have a question on the performance measures. I'm looking
104 at page 24 of 157 on the digital document. We are comparing ourselves to East Point in
105 there, and we are comparing whole numbers. Is there any reason we are doing that
106 instead of per capita?

107
108 Police Chief Ferman Williford said we are doing a straight numbers comparison. East
109 Point's population is much bigger than ours. Originally, it was done on the size of each
110 department versus the population.

111
112 Mayor Motley Broom said it would be a more accurate reflection, if that is our
113 benchmark.

114
115 Police Chief Ferman Williford said we will work to get that done.

116
117 Councilman Allen asked, how much trouble would it be to compare it also to the City of
118 Atlanta?

119
120 Police Chief Ferman Williford said that would be no meaningful comparison to us.

121
122 Councilman Clay said we have 38, 39 hotels. East Point doesn't have that. Atlanta has
123 other things. So, that is one thing that blows up our per capita statistics.

124
125 Police Chief Ferman Williford said exactly.

126
127 Councilman Clay asked, does anybody know how many hotels East Point has?

128
129 City Manager Terrence Moore said 18 hotels, and roughly half of that of College Park.

130
131 Mayor Motley Broom asked, that is in regard to part one crimes, right?

132
133 Police Chief Ferman Williford said that is correct. Under the new system, motor vehicle
134 break-ins are part one crimes.

135
136 **INVESTIGATIONS:**

137

138 Mayor Motley Broom said on the first line, how are we proposing a \$50,000.00 reduction
139 in salary, line 515010?

140
141 Councilman Clay said that's overtime.

142
143 Mayor Motley Broom asked, is that based on the actual amount?

144
145 Director of Finance & Accounting Althea Philord-Bradley said there are some positions
146 that are not budgeted for this time. There was a freeze on 1 position.

147
148 Mayor Motley Broom said okay.

149
150 City Manager Terrence Moore asked, are there any other questions or observations?

151
152 Councilman Clay said not on page 1. I have something on page 2. On line 537090,
153 Investigative Supplies, why would we want to cut that? I went through the backup
154 information on it. We are at 76 percent usage right now. That would project out to about
155 \$3,033.26, which was what was recommend, and we are cutting it to \$2,800.00. I
156 wouldn't want us to scrimp on investigative supplies.

157
158 Police Chief Ferman Williford said we duplicated \$500.00 in voice recorders. Everyone
159 had a new voice recorder, so we are not going to need that for next year. That is what
160 was cut out.

161
162 Mayor Motley Broom said on line 526200, training has been zeroed out.

163
164 Police Chief Ferman Williford said the Division Commander feels that we can
165 accomplish one of our needs this year, by sending people to the local academies versus
166 outside training. When we start getting some revenue back, we can look at going to
167 outside venues for more advanced training.

168
169 Mayor Motley Broom said okay.

170
171 Councilman Allen said back on Exhibit 1, Budget Performance, it talks about property
172 crimes and so forth with the national average. What about East Point and the City of
173 Atlanta, are we comparing that against the national average? Are we talking about the
174 same thing, basically?

175
176 Major Ward said East Point lumps all their crimes together where we separate them.

177
178 Police Chief Ferman Williford said and East Point does not publish their clearance rates,
179 where we have them in this document.

180
181 Councilman Clay said okay.

182
183 **PATROL:**

184 City Manager Terrence Moore said this is the largest division of the College Park Police
185 Department.

186

187 Mayor Motley Broom asked about line 515010, Salary, at the top.

188

189 Director of Finance & Accounting Althea Philord-Bradley said on the salaries portion,
190 there were a few positions that we had to freeze. And on the part-time salary, line
191 515030, all of that isn't part time. Something went wrong with the cell. We need to
192 move part of the part time over to salaries.

193

194 Councilman Allen asked, is that why the salary overtime is cut from \$155,000.00 down
195 to \$115,000.00.

196

197 Director of Finance & Accounting Althea Philord-Bradley said that was a discussion
198 between the Chief and the City Manager. That is totally different on the part-time piece.

199

200 Police Chief Ferman Williford said we are going to do everything we can to keep the
201 overtime down on the next budget cycle.

202

203 Councilman Clay said on line 525720, Communication Equipment, right now we are only
204 at 38 percent at \$4,575.20. And if you linearize that, it says we should come out at about
205 \$4,800.00, and yet we have jumped up to \$18,700.00. What is the reason for the
206 dramatic increase?

207

208 Police Chief Ferman Williford said we have some radios to replace next year.

209

210 Councilman Clay asked, is this part of the replacement that you have been doing to
211 switch to digital?

212

213 Police Chief Ferman Williford said no. We have to replace 3 or 4 radio units. We've
214 had some that were lost and stolen, and they are not covered under warranty.

215

216 Councilman Clay said okay. The same thing for Data Processing Equipment, the line
217 right below that. That would linearize to \$28,000.00, and we are jumping up to
218 \$45,335.00. The amended budget was \$21,743.00.

219

220 Police Chief Ferman Williford said most of that is shared cost, except we have some
221 mobile docking stations to upgrade for mobile computers for laptops in the cars.

222

223 Councilman Clay said back to the previous page, Personnel Account, I just want to point
224 out that what you guys are showing for 2017-2018 and 2018-2019 actual personnel as
225 being 95 and 96, was actually 88 and 89 by the count here. So, we made a big jump in
226 personnel. We increased staff positions by 8 people, between 2018-2019 and the 2019-
227 2020 year. That doesn't show up on here. So, I don't know what is right and what is
228 wrong, but the numbers aren't right.

229

230 Police Chief Ferman Williford said I will take a look at it.
231
232 Councilman Clay said on page 2 of 3, line 526200, Training, this speaks to the comment I
233 made earlier, that we have a lot of new officers on board. I can't believe we can zero the
234 training on them.
235
236 Mayor Motley Broom agreed.
237
238 Police Chief Ferman Williford said our effort in making the budget cuts was to eliminate
239 outside training.
240
241 Councilman Clay asked, where does the driver training cost come out of?
242
243 Police Chief Ferman Williford said we deal with that through drug funds.
244
245 Councilman Clay asked, so that's not in this line item?
246
247 Police Chief Ferman Williford said it is not, no, sir.
248
249 Councilman Clay said on line 526041, Special Ops, which would linearize out to
250 \$12,000.00, and the budget this year was \$38,425.00. The request went in for
251 \$43,125.00, and it came down to \$3,000.00. That is an area of concern for me.
252
253 Police Chief Ferman Williford said we had \$5,000.00 for ballistic shields, and we are
254 going to extend those out for another year. We can postpone updating our radar units for
255 another year. And the headsets we can purchase this year, so we have taken those out.
256
257 Councilman Clay said I can understand the last 2. The ballistic material gives me a little
258 bit of pause. I don't want anybody getting hurt out there because we've cut the budget
259 on them.
260
261 Police Chief Ferman Williford said we will be okay for another cycle.
262
263 Councilman Clay said the next line, 526600, Workers' Compensation, we had \$43,000.00
264 at this point, which would linearize out to \$57,000.00 by the end of this fiscal year, and
265 you have zero. How can we assume that there will not be any Workers' Comp Claims?
266
267 Police Chief Ferman Williford said that is handled through HR.
268
269 Councilman Clay asked City Manager, is everybody's line for Workers' Comp Claims
270 set to zero?
271
272 City Manager Terrence Moore said many of them are.
273
274 Mayor Motley Broom asked, have they been shifted over to HR?
275

276 City Manager Terrence Moore said that's the direction, ma'am.
277
278 Councilman Clay said so they are all in the HR line item?
279
280 City Manager Terrence Moore said yes. It varies from year to year.
281
282 Councilman Clay said I could understand it, if we have consistently moved everybody
283 and managing it as a pool. But if you are doing it for some departments and not for
284 others, that doesn't make any sense.
285
286 City Manager Terrence Moore said we addressed this while we were at the budget table
287 with everybody involved Althea, so if you could assist me with the analysis.
288
289 Director of Finance & Accounting Althea Philord-Bradley said I don't have any more to
290 add to that. We didn't budget for it. And I don't think it is budgeted under HR Terrence.
291 HR does not have a budget to cover Workers' Comp in Police.
292
293 Mayor Motley Broom said we are going to have to go back to the drawing board on that
294 one.
295
296 Councilman Clay said that's a problem. It may go up or down, but not zero.
297
298 City Manager Terrence Moore said we did the opposite. In previous years, there had
299 been a few dollars allocated in Human Resources & Risk Management to address any
300 outstanding issues. Typically, the larger departments, like police, fire, public works, to
301 Councilman Clay's point, we would actually make an adjustment here. I don't recall why
302 we made this zero. We probably shouldn't have done that. I think we will have to make
303 an adjustment in this regard Althea, as far as some level of allocation. It would be
304 prudent to not go as high as \$43,782.00, but maybe \$30,000.00.
305
306 Councilman Clay said that's what was in the amended budget to start with.
307
308 City Manager Terrence Moore said my recommendation is to stick with the amended
309 budget for the current fiscal year of \$30,000.00, given the significant reductions
310 experience between Fiscal Years 2018-2019 and 2019-2020.
311
312 Mayor Motley Broom said on line 537110, Safety Supplies, that is masks and gloves.
313 They should get every single dime they want in that line item.
314
315 Councilman Allen said yes.
316
317 Police Chief Ferman Williford said what we took out there was the SWAT Gas Masks.
318 We replaced those this year.
319
320 Mayor Motley Broom said okay.
321

322 Police Chief Ferman Williford said and flares. But with Covid-19, maybe we should
323 revisit that a little bit more.

324

325 Mayor Motley Broom said I don't want you without PPE, especially given how we know
326 the prices are fluctuating on the market. I don't feel comfortable with \$3,275.00 to outfit
327 the entire department for a year.

328

329 City Manager Terrence Moore said the actual amount for the current fiscal year is
330 \$579.02. The initial recommendation being \$3,275.00. So Chief, if you can calculate,
331 based on what the Mayor has already expressed. I don't know that we need to go all the
332 way to \$10,475.00. Give us a better number than \$3,275.00.

333

334 Mayor Motley Broom said this was also run on April 3, 2020.

335

336 Police Chief Ferman Williford said let's move up a line to -7050. Most of the masks and
337 gloves are coming from that line.

338

339 Councilman Clay said I was going to ask about that line item. It linearizes out to
340 \$17,000.00, and you only have \$4,800.00.

341

342 Police Chief Ferman Williford said most of that was initial hiring physicals and drug
343 screens, but HR is absorbing that cost instead of us. We took that out.

344

345 Councilman Clay asked about firearm supplies. I can't believe you put that in HR. It
346 linearizes out to \$28,000.00, and you have \$16,000.00 in.

347

348 Mayor Motley Broom said may I note that administration also took a reduction in firearm
349 supplies, but I didn't say anything about that because I figured it was absorbed elsewhere.

350

351 Councilman Clay said the guys have to be down at the gun range.

352

353 Police Chief Ferman Williford said they are. We are going to refurbish some weapons,
354 and we have replaced some.

355

356 Councilman Clay said we don't want surprises. So, we don't want something in this
357 budget that is unrealistic. We have beaten that to death.

358

359 Mayor Motley Broom said we should put it to music, and just hit play for every budget
360 hearing.

361

362 Councilman Clay said on the next page, 3 of 3, Computer Hardware/Computer Supplies,
363 they linearize out at \$13,000.00 and \$1,200.00, and you guys have \$40,500.00 and
364 \$6,500.00. So, why are we buying so much computer hardware and supplies next year
365 that we didn't buy this year?

366

367 Police Chief Ferman Williford said if you will recall, last year we did 25 laptops with the
368 intent of giving them to supervisors and testing them. We have been slow getting them
369 out to our people. So, we are still in a test mode to see how valuable it will be to us.

370

371 Councilman Clay said okay.

372

373 Police Chief Ferman Williford said we are going to add about 10 more, before this budget
374 is over.

375

376 Councilman Clay said I'm good.

377

378 Councilman Allen asked, on new vehicles and replacement vehicles, the price on the new
379 vehicles are \$56,500.00, and the replacement cost is \$51,500.00, how is that?

380

381 Police Chief Ferman Williford said the only thing that is not counted in replacement
382 vehicles is replacing the radio. We have to purchase more radios to put in new vehicles.
383 The cost of the radio is about \$5,000.00.

384

385 Councilman Clay said they are saying that a vehicle is like \$55,000.00. But yet, if you
386 look at the cost they have on the books of recently purchased vehicles, my recollection is
387 about \$36,000.00. So, why all of a sudden has the price of a vehicle jumped from
388 \$36,000.00 to \$55,000.00?

389

390 Police Chief Ferman Williford said the price of the vehicle has gone up. Ford has
391 jumped their prices up by \$3,000.00. General Motors has jumped their prices up by
392 \$6,000.00.

393

394 Councilman Clay said that doesn't get you to \$55,000.00.

395

396 Police Chief Ferman Williford said the other equipment is also included in the total
397 package.

398

399 Councilman Clay asked, why are you showing on the books the value of a car as being
400 \$36,000.00? Why don't you show it to include the cages, sirens, and all that stuff?
401 Maybe Althea can tell me. Is that an accounting issue?

402

403 Director of Finance & Accounting Althea Philord-Bradley said no, it is all showed as
404 capital.

405

406 Councilman Clay said something doesn't match up. They can't both be right.

407

408 Police Chief Ferman Williford asked, what are you looking at?

409

410 Councilman Clay said when I look at the detail in the back for the different cars in your
411 inventory, for example, you have a 2018 Dodge Charger, and it is showing as \$26,088.00.

412

413 Police Chief Ferman Williford said the Dodge Chargers are unmarked. They don't put
414 the computers, cages and window protection in the Chargers. They have a few blue
415 lights and a siren, no extras.

416
417 Councilman Clay said the Ford Expedition is a different animal. The price has shot up
418 incredibly, or we need to take a look at how we capitalize them on our books.

419
420 Police Chief Ferman Williford said our fleet person is not accounting for the extra
421 equipment. We will correct that.

422
423 Councilman Clay said we need to look at it.

424
425 City Manager Terrence Moore asked, are there any other questions or observations?

426
427 Councilman Allen asked, how close will this get you for everyone to take home cars?

428
429 Police Chief Ferman Williford said 2 will be a good start. I would like to expand the
430 program to let officers go outside the city.

431
432 Councilman Clay said we haven't approved that yet, Chief.

433
434 Police Chief Ferman Williford said part of the package is to ask for that.

435
436 City Manager Terrence Moore said that will be a consideration during the first quarter of
437 the fiscal year.

438
439 **CORRECTIONS:**

440
441 City Manager Terrence Moore said there is a request for 4 full-time jailers and 2 part-
442 time jailers, and we have made some reduction in that as well.

443
444 Councilman Clay said on page 1 of 2, which is page 88 in the package, Contractual
445 Services, I assume this is housing people at other jails; is that correct, Chief?

446
447 Police Chief Ferman Williford said it is.

448
449 Councilman Clay said it would linearize out to \$236,000.00 for the coming year. Why do
450 we think we can get by with \$201,000.00?

451
452 Police Chief Ferman Williford said because right now we are putting far fewer people in
453 custody than we were. We've been directed by both the Magistrate Court and by the
454 District Attorney's Office, as well as State Court, for non-violent crimes to not
455 incarcerate. We bring them in, book them, process them, and give them an OR Bond.
456 We are no longer sending a lot of people to East Point.

457
458 Councilman Clay said okay. I guess that is true across the Metro Area; isn't it?

459 Police Chief Ferman Williford said it is. We will make some adjustments, once this
460 Covid-19 crisis is weaned down.

461
462 Councilman Clay said right.

463
464 City Manager Terrence Moore asked, are there any other questions or observations?
465

466 There were no further comments made.
467

468 **COURT:**

469
470 Councilman Clay said I have nothing on Municipal Court.
471

472 Mayor Motley Broom said neither do I.
473

474 There were no comments made by the other Council Members.
475

476 **E911 COMMUNICATIONS:**

477
478 Councilman Clay said on page 127, 1 of 3, at the top, E911 Fees for Landlines. Right
479 now, our actual to date is \$73,300.00. If you linearize that, that will come out to an
480 anticipated \$98,000.00 for this year. You have \$180,000.00 in there as revenue. This is
481 not an expense item. I don't believe it. First off, people are getting rid of landlines, not
482 adding them. And it's just not going to go up. So, I think you guys are counting on
483 \$90,000.00 of revenue that you are not going to get.
484

485 Director of Finance & Accounting Althea Philord-Bradley said we actually are. There
486 has been a change in the way they are being collected and remitted to the State. There is
487 actually a 2-month delay on when we receive those funds. I can give you a more accurate
488 amount of what we have collected to date.
489

490 Councilman Clay said if you go back to the 2019 Fiscal Year, it was \$120,000.00. Now
491 that has to have already been accounted for.
492

493 Director of Finance & Accounting Althea Philord-Bradley said the year before that, it
494 was \$198,000.00 for the landlines and \$305,000.00 for the cell phones.
495

496 Councilman Clay said okay. So, back in 2019 we received \$120,000.00 off of the
497 landlines, and you are telling me that you are going to make \$60,000.00 more on
498 landlines than you made in 2019. People are getting rid of landlines. They are not
499 adding landlines. How can you possibly say that?
500

501 Director of Finance & Accounting Althea Philord-Bradley said that number is probably
502 through January. It is 2 months behind. I am standing by that number, \$180,000.00.
503 There are other factors that I can talk to you offline about.
504

505 Councilman Clay said all right. I'm good.

506

507 Councilman Clay said I can't say definitively on the next line, because people may be
508 adding cell phones that didn't have them. We are only getting \$115,000.00, and you are
509 forecasting \$300,000.00.

510

511 City Manager Terrence Moore said that number is actually based on January as well,
512 correct, Althea?

513

514 Director of Finance & Accounting Althea Philord-Bradley said yes.

515

516 Mayor Motley Broom said it doesn't equate to 50 percent of the projected.

517

518 **CONFISCATED DRUG FUNDS:**

519

520 Councilman Clay said I have nothing on this budget.

521

522 Police Chief Ferman Williford said Confiscated Drugs are drug funds seized by the
523 Federal Agents. We participate in the DEA Team, so we get a portion of awarded
524 seizures. We've had some difficulties getting reengaged over the past several months,
525 but I think we have that worked out.

526

527 City Manager Terrence Moore said we are budgeting a revenue forecast of \$10,000.00,
528 which is for the current fiscal year. And based on the activity that Chief Williford just
529 described, we are hoping to have a better experience than \$10,000.00.

530

531 **STATE DRUG FUNDS:**

532

533 Police Chief Ferman Williford said State Drug Funds are generated through this
534 department. Sometimes our traffic officers run into drug money, as well, or vehicles.
535 We have around \$30,000.00 in the bank now waiting to receive final judgment on. That
536 is an ongoing basis with our people. And with the drug tips we get and some of the
537 traffic stops, we get thousands of dollars.

538

539 Councilman Clay said my question is: Why do we have a negative number there? Do we
540 have to give it back?

541

542 Police Chief Ferman Williford said in some cases we do, but not very often. We recently
543 found that prior to Althea coming on board, some of the drug funds were being placed in
544 the wrong accounts, and we are cleaning that up. That is why that is largely a negative
545 number.

546

547 City Manager Terrence Moore excused the Police Department.

548

549 **GRANTS:**

550

551 There was no discussion on this budget.

552

553 **HOSPITALITY:**

554

555 City Manager Terrence Moore said we initially showcased a number of revenue
556 reductions. Based on last night's comments on the Enterprise Funds, I had a discussion
557 with Althea about ways in which we can perhaps tweak revenues and expenditures lower,
558 particularly in Enterprise Fund Operations. Those that are General Fund dependent are
559 pretty much squared away in that regard. There is not much more we can do.

560

561 City Manager Terrence Moore said but in terms of the Enterprise Fund Operations, the
562 direction offered to the various department directors that support Enterprise Fund
563 Operations is to further evaluate and offer additional decreases in revenue and
564 expenditures associated therein.

565

566 City Manager Terrence Moore said this exercise, ladies and gentlemen, to include the
567 Hospitality Fund, will take place over the next week or so, resulting in the
568 recommendation I wish to offer; that we have 1 additional budget session meeting so we
569 can specifically address that. I am recommending an additional budget session meeting
570 to take place Wednesday, May 6, 2020 at 6:30 p.m. for the purpose of addressing the
571 Enterprise Fund Operations, in which we will be recommending lower revenue forecasts
572 and reduced expenditures as a result.

573

574 Councilman Clay said I agree.

575

576 Mayor Motley Broom said let me see if I understand. We are stopping the conversation
577 here and going to revisit it on May 6, 2020.

578

579 City Manager Terrence Moore said yes, ma'am.

580

581 Mayor Motley Broom said okay.

582

583 Councilman Clay said on page 1, these are all the transfers out to the General Fund,
584 GICC, et cetera. So, that can cause a domino effect. And I would hope that when they
585 come back and talk to us, and they readjust the Hospitality Fund downward, which will
586 ultimately decrease the transfer out to other funds, they are going to have to come back to
587 us for those other funds for which funds are going to get cut and how they are going to
588 get cut.

589

590 City Manager Terrence Moore said that is the exercise over the next weeks, ladies and
591 gentlemen, so we can have clear definitive reductions as noted.

592

593 Mayor Motley Broom said in relation to the Car Rental Tax Fund, are we having that
594 discussion tonight?

595

596 City Manager Terrence Moore said yes.

597 Mayor Motley Broom said then I will hold on.

598

599 City Manager Terrence Moore said we will talk about the GICC Special District Tax on
600 the 29th. However, there may be some revisions to be made immediately thereafter to be
601 touched upon on May 6, 2020. So, as far as the GICC and the Arena, there will be an
602 initial discussion on April 29, 2020. followed by some other revisions on May 6, 2020.

603

604 City Manager Terrence Moore said so, before proceeding with the Car Rental Tax, ladies
605 and gentlemen, I would like to ask for everyone's full consensus to proceed with the
606 additional budget session on May 6, 2020 for the reasons I have outlined.

607

608 It was the consensus of Mayor & Council to have another budget session on May 6, 2020
609 at 6:30 p.m.

610

611 *Mayor Motley Broom said please make sure that we add it to calendar on the front*
612 *page of the website.*

613

614 City Manager Terrence Moore said of course.

615

616 **CAR RENTAL TAX FUND:**

617

618 Mayor Motley Broom said here is my concern: If our annual allocation is less than \$3.2
619 million, it has to be less than \$3.2 million for 2 consecutive years before we get a make
620 whole (ph) payment. Based upon reading the contract, I don't know what happens if we
621 receive less than \$3.2 million for 1 year. And I understand we are banking on \$3.6
622 million coming in. The extra \$400,00.00, I can't remember exactly where that is from.

623

624 Councilman Clay said that is from another agreement, Mayor.

625

626 Mayor Motley Broom said but the \$3.2 million, I'm concerned about counting on the full
627 amount.

628

629 Councilman Clay said first off, you have the potential of being delayed. Secondly, you
630 have the potential of it just not being paid, even if it is owed, and having to go to court to
631 get it. And the third thing is that it might have to be 2 years, and you could lose the first
632 year altogether.

633

634 Mayor Motley Broom reading the document. It doesn't say what happens if we are
635 deficient in 1 year. That is something we need to consider. In tracking the Car Rental
636 Tax in what is actually coming in, when would we figure out if we are short?

637

638 City Manager Terrence Moore said there is a Fund Balance in Car Rental. So, we will be
639 at \$7 million in car rental by the end of the current fiscal year, correct?

640

641 Director of Finance & Accounting Althea Philord-Bradley said no, by June 30, 2020. We
642 have received \$3.4 million thus far. And we received an additional \$1 million. I don't

643 know if we will receive that other \$200,000.00 because they pay it twice a year. But we
644 did receive \$3.4 million plus the additional \$1 million. We already had a Fund Balance
645 of \$5 million. It will be about \$7.4 million by the end of the fiscal year on the car rental
646 side.

647
648 Councilman Clay asked, so you are saying that could tied us over?

649
650 Director of Finance & Accounting Althea Philord-Bradley said yes.

651
652 Mayor Motley Broom asked, when do we figure out if we are going to be short?

653
654 Director of Finance & Accounting Althea Philord-Bradley said normally by the contract,
655 Atlanta pays us \$3.2 million by December 2. If that doesn't come in, I will know then
656 that something is going on. I will alert Terrence, and he will follow through with City
657 Council to let everyone know that we did not receive those funds.

658
659 Councilman Allen said and if we collect the funds, let us know that as well.

660
661 City Manager Terrence Moore said absolutely.

662
663 Councilman Clay said we know how much they are down. I can't believe that many
664 people are renting cars these days. But because we collect those funds, we should have
665 information before anybody else as to how much that revenue has gone down.

666
667 Director of Finance & Accounting Althea Philord-Bradley said exactly.

668
669 Councilman Clay said I would prefer an email that says, this is how we are doing.

670
671 Director of Finance & Accounting Althea Philord-Bradley said I can provide that to you.

672
673 City Clerk Shavala Moore said we haven't received payments in from some of the car
674 rental facilities.

675
676 Councilman Clay said they may be making the rental, but they might be stiffing us on
677 payments because they want to conserve money.

678
679 Mayor Motley Broom said I received a notification from one of the car rental facilities
680 that they are laying off about 70 people, and they anticipate that it is going to be
681 permanent. It is something we are going to have to keep our eyes on.

682
683 City Manager Terrence Moore said that concludes the discussions for this evening. The
684 next budget discussion will take place on May 29, 2020 at 6:30 p.m. However, I, along
685 with Mayor & Council, will have our follow-up discussion with Adam Seslow
686 concerning Phase 3 and Phase 4 to help us advance the Strategic Plan.

687

688 Councilman Clay asked, are we going to get any revisions from Adam? Are we going to
689 get corrected sheets well in advance before the meeting on April 28, 2020 at 6:00 p.m.
690 via Zoom, so we can take a look at them?

691
692 City Manager Terrence Moore said I will touch base with Adam tomorrow.

693
694 **DMO:**

695
696 There was no discussion on this budget.

697
698 Mayor Motley Broom declared the Budget Session adjourned at 8:02 p.m.

699
700
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707

CITY OF COLLEGE PARK

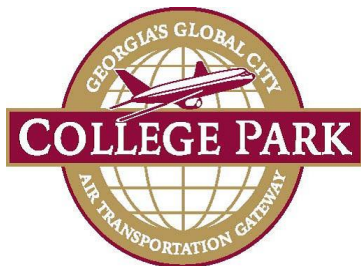
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Bianca Motley Broom, Mayor

717 **ATTEST:**

718
719
720

Shavala Moore, City Clerk



CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 8154

DATE: May 22, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Shavala Moore, City Clerk

RE: Budget Session Minutes dated April 29, 2020

See attached Budget Session Minutes dated April 29, 2020.

Thank you.

ATTACHMENTS:

- Budget042920 (DOC)

Review:

- Shavala Moore Completed 05/22/2020 12:14 PM
- Rosylina Robinson Completed 05/25/2020 1:22 PM
- Terrence R. Moore Completed 05/27/2020 6:36 PM
- Mayor & City Council Pending 06/01/2020 7:30 PM

**CITY OF COLLEGE PARK
MAYOR AND CITY COUNCIL
BUDGET SESSION #5
APRIL 29, 2020**

MINUTES

Present: Mayor Bianca Motley Broom; Councilmen Ambrose Clay, Derrick Taylor, Ken Allen, and Roderick Gay; City Manager Terrence Moore; Director of Finance & Accounting Althea Philord-Bradley; City Clerk Shavala Moore.

Staff: All Applicable Departments.

Absent: None.

Mayor Motley Broom called the meeting to order at 6:30 p.m.

City Manager Terrence Moore said in relationship to the GICC and the Arena, on April 22, 2020 direction was offered to arrange or revisit the various Enterprise Funds, and that does include the GICC and the Arena. So, not a great deal of information or discussion will likewise take place to that effect this evening, as we are preparing recommendations for your view and consideration to take place one week from today on May 6, 2020. However, I did ask Mercedes Miller to join us to address any thoughts or observations you all may have in preparation thereof. I will have a couple of other announcements at the conclusion of today’s program. Likewise, we are at liberty to proceed with the Department of Inspections.

INSPECTIONS:

Councilman Clay said on page 1 of 3, page 5 in the full document, last line, R&M Buildings, it was in there for \$10,000.00 and got cut to zero. But Oscar doesn’t really have a building to maintain, per se. So, I just wondered what that was that got cut.

City Manager Terrence Moore said there were a number of enhancements that were being contemplated for Inspections. We are making edifications right now in the current fiscal year to provide a more protective environment in this regard. So given the current austerity measures, direction was offered to not proceed with any additional enhancements to this environment.

Councilman Clay said okay, sounds reasonable.

Mayor Motley Broom said on line 525510, page 2 of 3, the Consulting Fees have also gone from \$25,000.00 to zero.

46 Director of Inspections Oscar Hudson said City Manager has moved that account over to
47 Code Enforcement for the Police Department.

48

49 Mayor Motley Broom said I see.

50

51 City Manager Terrence Moore said we did talk a little bit about that last week in the Code
52 Enforcement section. That had been a function of the Department of Inspections
53 previously.

54

55 Mayor Motley Broom said for Demolition, we have in the 2020 amended budget
56 \$400,000.00 for demolition. I am assuming it is in relation to the hotel. Wait a minute.
57 There is a request for it in the 2021 budget as well.

58

59 Councilman Clay said that's the house to tear down; isn't it, Oscar?

60

61 Director of Inspections Oscar Hudson said it was for the apartment complexes, the ones
62 that are in noncompliance or abandoned, blighted properties. And the ones that City
63 Manager feels is in economic depression, we are going to postpone it and knock the
64 number down to \$50,000.00.

65

66 Councilman Clay asked, how many houses did you tear down last year?

67

68 Director of Inspections Oscar Hudson said none. I do have some homes on the chopping
69 block, but I think \$50,000.00 can take care of at least 4 of them. There is nothing
70 commercial.

71

72 Mayor Motley Broom asked, what did you have on the horizon? Did you have any
73 particular projects on the horizon for that \$400,000.00?

74

75 Director of Inspections Oscar Hudson said yes. We were going to demo the old
76 veterinarian building and the drycleaners at Jamestown Plaza. And I was going to do
77 5271 West Fayetteville Road, but those apartments are being rehabbed. I would like to
78 have a cushion there, just in case there are emergencies that do come around that are
79 unforeseen.

80

81 Mayor Motley Broom said I would agree. We need something in there. Do you think
82 \$50,000.00 is an appropriate cushion for that?

83

84 Director of Inspections Oscar Hudson said that is only for the homes, no, ma'am. I feel
85 that is too low to try to take care of an emergency situation. I would say \$200,000.00, if
86 that is appropriate.

87

88 Councilman Clay said the couple of homes I had in my mind for tearing down, they have
89 come back several months ago and started rehabbing them. You probably know one of
90 them on Lyle. If they keep it up, then that's one we won't have to tear down.

91 Director of Inspections Oscar Hudson said that is true, but I am looking at a pandemic
92 recession and not an economic recession. But the lenders are now kind of holding back
93 on lending money out. So, this may turn out to be something else to where some homes
94 that I want to knock down will not get those repairs, or the buildings. We were going to
95 come back with a budget amendment, if you like. We can do that for those emergency
96 situations.

97

98 Councilman Clay said I think that is reasonable for now.

99

100 Mayor Motley Broom agreed. So, come back on an emergency basis. I am giving you
101 that latitude.

102

103 Director of Inspections Oscar Hudson said I will take it.

104

105 Mayor Motley Broom said I don't have any other questions.

106

107 Councilman Clay said nor do I.

108 Mayor Motley Broom asked about 526130, Miscellaneous Services, page 8 of 215.

109

110 Director of Inspections Oscar Hudson said I will ask for Sabrina to help me out with that
111 one.

112

113 Councilman Clay said it is for Christmas decorations.

114

115 Director of Inspections Oscar Hudson said it is for the Employee Holiday Luncheon and
116 the Godby Road Festival.

117

118 Mayor Motley Broom asked, what is your department doing for the \$600.00?

119

120 Director of Inspections Oscar Hudson said we contribute to those functions that are city-
121 wide. We have to pay for the Employee Holiday Luncheon, each department, and the
122 Christmas Parade. The Godby Festival, I don't know if the Councilman will do that
123 again.

124

125 Mayor Motley Broom asked, does it make sense to have monies for those events in your
126 budget? Is your department handing over \$600.00 for each of those events? Is there a
127 transfer that is happening?

128

129 Director of Inspections Oscar Hudson said yes. We buy stuff for the parade for the
130 Christmas decorations. We each pay for the Holiday Luncheon at the GICC.

131

132 City Manager Terrence Moore said each department works to make a contribution.

133

134 Director of Finance & Accounting Althea Philord-Bradley said it is just for the Holiday
135 Luncheon. The other events are separate.

136

137 Councilman Clay said it seems that it would be spread across all departments.
138
139 Director of Finance & Accounting Althea Philord-Bradley said I don't allocate it across
140 the board. The Holiday Luncheon is charged to one account. It is charged to a non-
141 department account for city events.
142
143 Councilman Clay asked, so then why does Oscar have anything for it at all?
144
145 Director of Finance & Accounting Althea Philord-Bradley said that is a good question.
146
147 Councilman Clay said yes, it is.
148
149 Director of Inspections Oscar Hudson said I thought each department had to pay for the
150 Holiday Luncheon.
151
152 City Manager Terrence Moore said in previous years going back, it was separately.
153 Oscar's department is still in that place, and it doesn't need to be.
154
155 Councilman Allen said then we need to take it out of there.
156
157 Councilman Clay said absolutely.
158
159 Mayor Motley Broom asked, does every department have earmarks for these festivals, as
160 well? How does that work?
161
162 Director of Finance & Accounting Althea Philord-Bradley said Finance & Accounting
163 does not, but there are some departments that do. Power may have it. I don't know if
164 Mercedes has it in her budget. No, she doesn't. Did they detail it? Some may have not.
165
166 Mayor Motley Broom said if the City is going to contribute, I am having trouble
167 understanding the purpose of parking money for these festivals in this department. I am
168 trying to understand. If the intent is to fund these festivals, I don't have an issue with it.
169 I just don't know why it is here in this budget.
170
171 City Manager Terrence Moore said it is based on a year ago practice when it was
172 distributed by individual departments. There is no need for it to be here any longer.
173
174 Councilman Gay said let's back up to the previous fiscal year's budget, like the events
175 out at the senior center. A lot of those events have been paid for and may continue to be
176 paid for, if we just go back through all those departments. The senior events that was so
177 successful, that was probably paid for by Recreation. So, we need to go back and look
178 carefully at what departments are contributing directly or indirectly.
179
180 Mayor Motley Broom said I think it will make more sense if we just have accounts for
181 each one of these events, if that is what the City chooses to do. It seems strange to have a
182 couple of hundred dollars for each account.

183 Councilman Gay said I see \$1,000.00 coming from the City Manager's account for the
184 Mayor's Ball. Are we going to pick and choose?

185

186 Mayor Motley Broom said I didn't see anything in regard to the Mayor's Ball in this
187 budget. I don't plan on having a Mayor's Ball with City money. I just want us to have a
188 uniform way in which we are looking at these events. I don't have a problem with the
189 events, but it just seems strange that we are packing money in each department.

190

191 Councilman Gay said we agreed to take the \$600.00 out.

192

193 Councilman Clay asked, why aren't we taking it all out?

194

195 Councilman Allen said we take it all out and put it in one bucket, one area.

196

197 Councilman Clay agreed.

198

199 Director of Inspections Oscar Hudson said the Christmas decorations are where we
200 decorate a float every year.

201

202 Mayor Motley Broom said if the department is doing something on its own, that makes
203 sense to me.

204

205 Councilman Allen asked, is the luncheon in your department?

206

207 Mayor Motley Broom said that is the one held at the GICC.

208

209 Director of Inspections Oscar Hudson said so we are down from \$3,000.00 to \$600.00.

210

211 Councilman Allen said yes.

212

213 City Manager Terrence Moore asked, are there any other questions or observations?

214

215 There were no further comments made.

216

217 **ECONOMIC DEVELOPMENT:**

218

219 City Manager Terrence Moore asked, any questions?

220

221 Councilman Allen said on line 526230, page 24 of 215, Conventions & Meetings, you
222 have \$9,000.00 so far, \$12,000.00 recommended, and you had planned for \$11,000.00,
223 and all of a sudden it is zero. I would think those are important things. I didn't know
224 why that was zeroed out.

225

226 Councilman Clay said I had the same thing Ken.

227

228 Director of Economic Development Artie Jones said we would have hit \$13,000.00 this
229 year. So, that is why we have not spent that money yet because of Covid-19. But in
230 addition to that, when I cut my budget 12, 13 percent, we had personnel with benefits,
231 and then we have some other items like phones. Travel went away, and we do need
232 travel. We are going to be very, very limited in the next fiscal year. I didn't want to cut
233 it. It is very important.

234

235 Councilman Clay said we should have something in Conventions & Meetings. The
236 whole area is an important resource going forward with the city. I don't see how we can
237 have it set to nothing.

238

239 Mayor Motley Broom said the auto allowance on line 526240, page 25 of 215, is a
240 change of 67 percent. Can we like perhaps keep it at where we are in 2020, \$4,000.00,
241 and give a little bit to travel, maybe \$2,000.00?

242

243 City Manager Terrence Moore said the \$6,000.00 City Manager recommendation is
244 based on an economic development compensation package, including \$500.00 a month
245 car allowance.

246

247 Mayor Motley Broom said I see.

248

249 Councilman Clay said he has already spent \$400.00 this year in mileage reimbursement,
250 and it has been set to zero. If you linearize what he has spent this year that would be
251 \$533.00 for next year, as opposed to \$500.00, which was in the proposed budget. So, I
252 don't see how it can be cut to zero. Maybe this other line item you are talking about is
253 the same thing, I don't know. I don't see how we cannot give him any reimbursement for
254 car mileage.

255

256 Director of Economic Development Artie Jones said the \$6,000.00 that City Manager is
257 talking about, that is my car allowance, \$500.00 per month. But the extra line item, that
258 is for Tasha and my new admin assistant. Tasha travels around town also, and she gets
259 mileage reimbursement. I have a car allowance.

260

261 Councilman Clay said the same thing holds true for Tasha, if she is going to be squiring
262 developers around, she is going to need reimbursement for mileage. It can't be set to
263 zero is what I am saying.

264

265 Mayor Motley Broom agreed.

266

267 Director of Economic Development Artie Jones said we would be interested in having
268 money there to reimburse her for expenses. Each year Tasha takes on more and more
269 responsibilities. And my Admin Assistant Sabrethia Beasley picks up food for various
270 meetings and functions. She is the admin assistant.

271

272 Councilman Clay said \$500.00 looks like the right amount. It may be less next year. But
273 maybe you cut it down to \$300.00, but we need something in there.

274 Director of Economic Development Artie Jones said \$300.00 would be sufficient.
275
276 Mayor Motley Broom said we have been talking about mid-year adjustments all the way
277 through here, so why don't we just do 50 percent and see how things are going mid year?
278
279 Councilman Clay said that's fine. I would suggest that we apply that to everything that
280 comes along.
281
282 Mayor Motley Broom said I wouldn't have a problem with that.
283
284 Councilman Allen said I wouldn't either. What are we going to do about Conventions &
285 Meetings? Are we going to change that at all?
286
287 Councilman Clay said we are going to go 50 percent on that too.
288
289 Mayor Motley Broom said given the state of travel right now, we can expect that this is
290 going to be reduced. How about 50 percent of the 2020 amended budget, just \$5,000.00?
291
292 Councilman Allen said that's fine.
293
294 Councilman Clay agreed.
295
296 Mayor Motley Broom asked, what are we getting from LinkedIn?
297
298 Director of Economic Development Artie Jones said when I go out with everybody, and I
299 want to track exactly who is looking me up, my LinkedIn account is a business account.
300 I might find that it is Wal-Mart, or an individual from LiDL, and then I will provide
301 information to them, and I direct market to those particular companies. It is a more razor-
302 sharp attempt. It is very valuable. It is a tool that I have been using for a number of
303 years.
304
305 Councilman Allen asked, do you feel good about bringing that to zero?
306
307 Director of Economic Development Artie Jones said when it comes down to marketing,
308 not as much money has to go into marketing. We have the City's website, social media,
309 and we have some marketing materials for Economic Development. Most of the dollars
310 are used in BIDA.
311
312 Councilman Allen asked, so you feel good with zero being in Marketing?
313
314 Director of Economic Development Artie Jones said yes.
315
316 Councilman Allen said I don't have anything else.
317
318 **MAIN STREET:**
319

320 Councilman Clay said we have Advertising in there on line 526000, and it looks
321 reasonable to me. We do need to do advertising in that area. It is not coming from
322 anywhere else.

323

324 Councilman Clay said in Contractual Services there is a big increase in there over what
325 would be linear on that. Do you want to speak to that?

326

327 Main Street Manager Renee Coakley said we initially sectioned off 2 trimmings along
328 Main Street because it is deemed to be a safety hazard. I had several business owners
329 approach me about that. So, we put in an additional \$17,000.00 this year. We just did an
330 overhaul of all the trees. So, that was initially added into the budget, along with an
331 additional fall-time cutting. But then when we were asked to go back and remove some
332 funding, the fall cutting was removed. But the landscaping contract, as well as the spring
333 trimming, is in that line item. That is why the increase.

334

335 Councilman Allen said city-wide events, is that the same thing with Oscar?

336

337 Main Street Manager Renee Coakley said no, that is something different. These are for
338 events that would benefit the Main Street area, like the wine stroll. All those things have
339 been removed from the budget. The outside art theme project is the only one that
340 couldn't be removed.

341

342 Councilman Allen said good.

343

344 Councilman Clay said getting back to Contractual Services, you mentioned that you were
345 doing it for safety reasons. Is what is in here for safety reasons or appearances?

346

347 Main Street Manager Renee Coakley said that was for appearances. It has always been in
348 the budget. The tree trimming was something that was additional that was not included
349 within that \$30,000.00. The trees were covering the light posts.

350

351 Councilman Clay said but we have fixed that now.

352

353 Main Street Manager Renee Coakley said yes.

354

355 Councilman Clay said if we have to make some hard choices, is there any way that we
356 can cut back on that, and maybe Main Street isn't going to look as good? And maybe we
357 don't make the decision today.

358

359 Mayor Motley Broom said we can look at it from a 50 percent perspective.

360

361 Project Manager Tasha Hall-Garrison said I just want to add in some additional
362 information. The \$30,000.00, part of that is under the Contractual Services, a contract
363 that is in agreement, not only with Main Street, but also with the GICC for the detention
364 ponds and for the maintenance of those properties, landscaping wise. So, we would need
365 to also verify that we do not hinder the other options.

366 Councilman Clay said I commented on that a couple of meetings ago. Would you rather
367 have longer grass or fewer people?

368
369 Executive Director of the GICC Mercedes Miller said I can have the landscaper cut less
370 often and get the price down to half.

371
372 Councilman Clay said I think it would be worth looking into.

373
374 Executive Director of the GICC Mercedes Miller said I will get it done.

375
376 Councilman Clay asked, what is the dropbox subscription, line 526220?

377
378 Director of Economic Development Artie Jones said that is included storage for
379 documentation and things of that nature.

380
381 Councilman Clay said I understand now.

382
383 **BIDA:**

384
385 Councilman Clay said I sent a heads-up to Artie, and I got answers to pretty much all my
386 questions. I don't need to go through them at this point.

387
388 Mayor Motley Broom said we have fallen pretty far from where we anticipated we would
389 be. Give me a little bit of context as to how we came up with the 2021 number.

390
391 Director of Economic Development Artie Jones said we had a couple of closings,
392 sizeable closings that were lined up to happen the middle of March. When the pandemic
393 hit, there was a little anxiousness with a couple of the developers. I went before BIDA
394 and had their contracts amended, so that once the pandemic had ended, that 15 days
395 afterwards, their due diligence period will expire. And 30 days after that, we would have
396 a closing on at least \$2.8 million. And shortly thereafter, during the August time frame,
397 late July, we will have an additional closing of \$3.6 million. There are a couple of
398 smaller closings in between now and July of about \$500,000.00. The damage is still
399 being felt with the economy. We are still in the midst of this issue. So, it is uncertain as
400 to how it will affect us in the future. But that is the reason for the shortfall.

401
402 Director of Economic Development Artie Jones said we have 10 actual properties that are
403 under contract right now. We have only lost 1 of those contracts since the pandemic.
404 This one end user is still interested in the Six West Development, but they have to get
405 through this storm first. We are still in good shape in being able to close soon. It is just a
406 matter of us getting through this shelter in place that we are currently in right now.

407
408 Mayor Motley Broom asked, where are we getting the 2021 number?

409
410 Director of Economic Development Artie Jones said as far as the BIDA Budget, this
411 budget has borrowed money from one of our funds. So, there was some closing money

412 that was going to come from some initial sales to pay back those funds. Taking that
413 aside, the amount that we have budgeted for next year was projects that we currently have
414 under contract taking away those funds that need to go back to pay that fund. So, that is
415 the difference. So, we are in a pretty good place in being able to hit the mark.

416

417 Councilman Allen asked about Miscellaneous Income, \$388,000.00.

418

419 Director of Economic Development Artie Jones said the Finance Department can chime
420 in a little bit. There are several items in the BIDA Budget that are numbers that they
421 keep up with because of various sources that are coming through BIDA that I have no
422 control over.

423

424 Director of Finance & Accounting Althea Philord-Bradley said Artie, that is the income
425 from the grant.

426

427 Director of Economic Development Artie Jones said when it comes down to various
428 miscellaneous services, it has increased dramatically, \$900,000.00 for the next fiscal
429 year. That includes the \$500,000.00 grant from the EPA for clean up, as well as a
430 \$300,000.00 grant coming from the EPA for assessment. We prorated those particular
431 grants with the amount that we felt would be expended over this next year, and that is
432 what the miscellaneous income is.

433

434 Councilman Allen said okay.

435

436 Councilman Clay said on the PILOT Income at the top, my question was, just for the
437 group, will the downturn reset any clocks on successful hotel revenue? Should we
438 anticipate PILOT revenue to go up? Can anybody help me on that?

439

440 Director of Economic Development Artie Jones said Ed Wall and Althea would be
441 involved in that. I believe it was 4 consecutive quarters that they had to have a certain
442 percent of increase, and at that time it would go to the next threshold.

443

444 Councilman Gay asked, under PILOT Income & Rental Income, can you tie that to any
445 one project?

446

447 Councilman Clay said not every project had that Councilman Gay.

448

449 Councilman Gay asked, under the PILOT Income, is that specific to 1 or 2 parcels that
450 we have sold?

451

452 Director of Economic Development Artie Jones said yes. One PILOT is the Gateway
453 Marriott Springhill Suites. And then we have the Office Building No. 1, and that is
454 another PILOT. We get PILOT payments, and we also receive lease payments for those
455 particular projects.

456

457 Councilman Gay asked, when developers come to us, this is one way that we have been
458 able to get projects done is through this PILOT Project, correct?

459
460 Director of Economic Development Artie Jones said yes. This is the way we used, just
461 prior to the recession, for developers to develop around the GICC. It is hard for
462 Mercedes to sell business with a convention center without hotels. Three months ago, we
463 didn't have to offer incentives like that because the Gateway Center had already proven
464 itself. That was a viable development area where hotels and office buildings would
465 thrive.

466
467 Director of Economic Development Artie Jones said as we move into the next fiscal year
468 with BIDA, there will be a number of property acquisitions that will be brought before
469 the BIDA Board. There have been several projects that have been talked about by the
470 City Council already.

471
472 Councilman Gay said on line 525510, Consulting Fees, digital page 56, you are
473 budgeting \$271,743.61 and the 2021 budget is \$994,000.00. Can you explain those 2
474 numbers?

475
476 Director of Economic Development Artie Jones said yes, I can. There is an area within
477 the budget that included the Brownfields Assessment Grant which is \$300,000.00. There
478 is also a Brownfields Clean Up Grant which is \$500,000.00. Those 2 line items itself, it
479 was \$500,000.00 that we budgeted in that line item for cleanup. There is a \$3,500.00
480 Brownfields Assessment Grant, The Airport City Website, the Airport City Remarketing,
481 and the Airport City District Plans. There were a couple of them that we are working on
482 right now that is going to be paid for on next year. That is what that huge increase is.
483 So, it's a wash.

484
485 Councilman Gay asked, on line 526040, does that include real estate agent fees?

486
487 Director of Economic Development Artie Jones said that is in that entire line item, land
488 sales.

489
490 Project Manager Tasha Hall-Garrison said that has been zeroed out for paying agency
491 fees.

492
493 Councilman Gay said we have an agreement with the agents on Six West that they get a
494 percentage for everything that we sell. Where is that number at? It should match the
495 land sale number.

496
497 Director of Economic Development Artie Jones said that is in the land sales line item. It
498 is built into it.

499
500 Councilman Gay said okay. What about the \$5 million number?

501

502 Director of Economic Development Artie Jones said the broker for Six West gets a 4
503 percent commission if the land sale is from \$1.00 to \$1 million. If the land sale is from
504 \$1 million up to \$5 million, he gets a 3 percent commission. If that sale is over \$5
505 million, he gets a 3 percent commission.

506
507 Councilman Gay said but all of that is explained in this line item.

508
509 Director of Economic Development Artie Jones said yes.

510
511 Councilman Gay asked, how are we putting these monies in these line items? Are the
512 festivals in there too?

513
514 Director of Economic Development Artie Jones said yes.

515
516 Councilman Gay asked, but they are not in paying agencies; is that correct?

517
518 Director of Economic Development Artie Jones said it is not.

519
520 Councilman Gay asked, on line 526130, \$206,000.00, is that the Brownfields Grant as
521 well?

522
523 Project Manager Tasha Hall-Garrison said that is the Façade Grant. That is \$50,000.00
524 towards the Main Street Downtown Façade Grant. We requested to cut the Home Buyers
525 Assistance Program to lower the budget.

526
527 Councilman Gay said on line 546031, land cost, Tasha, what did we have for this year?

528
529 Director of Economic Development Artie Jones said that is land purchase cost of
530 purchasing money within the City of College Park. We had it reduced down to
531 \$393,000.00.

532
533 Councilman Gay asked, when you talk about showing the total bond debt, is that in this
534 budget?

535
536 Director of Finance & Accounting Althea Philord-Bradley said no, it is not. I will
537 provide you with a report Friday which will show the total bond debt.

538
539 Councilman Gay asked, but in terms of the budget, is the total bond debt in here for any
540 municipal report?

541
542 Director of Finance & Accounting Althea Philord-Bradley said that is not in the budget,
543 no, sir.

544
545 City Manager Terrence Moore said, nor would it be there.

546

547 Councilman Clay asked, isn't it true that in various places in the budget, we list the
548 various bonds that are outstanding and the debt service on those?

549
550 City Manager Terrence Moore said yes.

551
552 Councilman Gay said you are saying that we don't see the total bond debt in these
553 balance sheets in here in these reports.

554
555 Director of Finance & Accounting Althea Philord-Bradley said correct.

556
557 Councilman Gay said that's it.

558
559 Mayor Motley Broom said on line 546031, I understand we have our eyes set on certain
560 land. I am concerned that we are already, based upon what we have anticipated, in terms
561 of land sales, and we are falling far short. We are continuing to acquire land, and in order
562 to do that, we need revenue. So, if that line item were to go to zero, does that completely
563 hamper our ability to get other things done? Can we still move forward on projects that
564 we have? I am concerned about a large number like that, in light of the fact that we have
565 a lot of things that are moving parts right now.

566
567 Councilman Gay said we can do an adjustment when we cross that bridge.

568
569 Mayor Motley Broom asked, if we did not pick up another parcel of land, does it mean
570 that we can't move forward?

571
572 Councilman Clay said some of those parcels are strategically important to us assembling
573 appropriate land, and the sooner the better.

574
575 **FIRE ADMINISTRATION:**

576
577 Councilman Clay said on page 1 of 3, we don't have frontline hazardous pay in the 2021
578 budget.

579
580 City Manager Terrence Moore said the reason is to continue until the end of the current
581 fiscal year. So, April, May and June of 2020. And we would likely have to consider
582 direction to that effect, after the beginning of the new fiscal year, or just prior to it
583 ending.

584
585 Councilman Clay said I think we are going to have to wrestle with that at some point.
586 We can discuss that, I guess, at a future time.

587
588 City Manager Terrence Moore said that will be a carry forward function.

589
590 Mayor Motley Broom said that is one area where we can get reimbursement. And
591 Terrence, you and I discussed that. That level of reimbursement will probably happen a

592 little bit sooner than some of the other things that we will be missing as a result of the
593 pandemic.

594
595 City Manager Terrence Moore said yes, ma'am.

596
597 Councilman Clay said I asked the Chief if there were any vacancies right now, and he
598 indicated that there were 5. Does the budget assume full staff, or is it taking account of
599 the current vacancies propagating into the next fiscal year?

600
601 City Manager Terrence Moore said the latter.

602
603 Councilman Clay asked, so you don't have a budget that covers full staff in the Fire
604 Department?

605
606 City Manager Terrence Moore said that is correct.

607
608 Councilman Clay said thank you. The 5 positions are all in Suppression; is that correct?

609
610 Fire Chief Wade Elmore said yes, that is correct.

611
612 Mayor Motley Broom asked, are we not going to need to repair or maintain
613 communications, line 525720?

614
615 Fire Chief Wade Elmore said that is for the repair and maintenance of our portable radios
616 that we just added about a year ago. Right now, we could bypass it this year, and we
617 could pick it up next year.

618
619 Councilman Allen said that answered my question.

620
621 Mayor Motley Broom said we are going to need citizens to bring food because we are
622 cutting down on food and dietary supplies. So, I am putting that call out to our citizens to
623 make sure that our firefighters are taken care of.

624
625 Fire Chief Wade Elmore said we normally use that when we have long fire scenes. We
626 always get something for the team to eat and drink.

627
628 Mayor Motley Broom said I am going to propose that we put more money in that for that,
629 if we are feeding firefighters on the scene. You have already spent \$2,200.00. We have
630 to make sure that the people who are fighting fires for us are having good nutrition in the
631 midst of their work.

632
633 Councilman Clay said if you linearize it, it would be about \$3,000.00.

634
635 Councilman Allen said that is what I was thinking too. A thousand dollars is not near
636 enough.

637

638 Councilman Clay said I see you had recommended \$900.00 to the training line. We do
639 have a new Fire Marshall. Chief, \$900.00 will not cut it.

640

641 Fire Chief Wade Elmore said \$900.00 will suffice for him. I was willing to get my
642 recertification also for fire training.

643

644 Councilman Clay said and you obviously need that.

645

646 Fire Chief Wade Elmore said yes.

647

648 **SUPPRESSION:**

649

650 City Manager Terrence Moore said we are in position to address any questions or
651 concerns you may have.

652

653 Councilman Allen asked, on line 537110, Safety Supplies, is that going to be enough?
654 We have spent almost \$5,000.00 through March. The safety supplies should be going out
655 the roof right now.

656

657 Councilman Clay said on page 2 of 3, there are medical services & supplies, and we have
658 already spent \$7,300.00. It will go to \$10,000.00 if you linearize it, and we have cut it to
659 \$2,000.00.

660

661 Mayor Motley Broom said that is pretty high for drug screens and flu shots.

662

663 Councilman Clay asked, but aren't we going to still be doing those things?

664

665 Mayor Motley Broom said some of this is pre-hire stuff.

666

667 Fire Chief Wade Elmore said for the flu shots and the drug screens, we need something
668 for that line item.

669

670 Councilman Clay asked, what about if they come out with a Covid-19 vaccine soon, are
671 you going to need those shots?

672

673 Fire Chief Wade Elmore said that's correct.

674

675 Mayor Motley Broom asked, is there an opportunity to find some synergy with our health
676 provider on some of this, or no?

677

678 Executive Director of the GICC Mercedes Miller said they should give the flu shots for
679 free.

680

681 City Manager Terrence Moore said that is something we can investigate.

682

683 Fire Chief Wade Elmore said I would ask that we have a discussion with Chris to make
684 arrangements with Kaiser Permanente to see what can be achieved.

685
686 Mayor Motley Broom said there is foam included, like putting out fires with foam?
687

688 Fire Chief Wade Elmore said yes.

689
690 Mayor Motley Broom said we need foam.

691
692 Fire Chief Wade Elmore said yes.

693
694 Councilman Clay asked, isn't it true that there is a new type of foam required?
695

696 Fire Chief Wade Elmore said we used to use the AFFF Fire Foam, but we found out that
697 it causes cancer. So, we have reached out to a new foam, F-500.

698
699 Councilman Clay said it is more expensive.

700
701 Fire Chief Wade Elmore said yes, it is.

702
703 Councilman Clay said we should be doing more than what we are doing there for this line
704 item.

705
706 Mayor Motley Broom agreed.

707
708 City Manager Terrence Moore said we can contemplate about \$8,000.00.

709
710 Councilman Clay said that's right.

711
712 It was the consensus of Mayor & Council to add an additional \$6,000.00 to line 537110.

713
714 Councilman Clay said on page 3, line 537161, Protective Clothing, I know Chief
715 commented on that. Does it just mean that the gear that they have is going to look a little
716 shabbier, or are we putting people at risk?

717
718 Fire Chief Wade Elmore said we have been trying to fit all the firefighters with a second
719 set of gear because they have to clean their gear after a fire, and they need a second set to
720 change into. They are exposed to a lot. I would rather add that back into the budget.
721 That is an important piece.

722
723 Councilman Clay asked, do you have any room for slop in there? Did you take into
724 account that you had 5 fewer positions, for example?

725
726 Fire Chief Wade Elmore said the gear costs \$3,400.00 to \$3,600.00 a piece.

727
728 Councilman Clay said I don't think this is a place we can afford to scrimp on guys.

729 Councilman Allen agreed.

730

731 Mayor Motley Broom said there was \$50,000.00 set aside.

732

733 Fire Chief Wade Elmore said that was for the replacements. Every 8 to 10 years we have
734 to replace all the gear. So, that is what we have been doing. Every year we put
735 \$50,000.00 in there to get 12 to 14 sets of gear.

736

737 Administrative Assistant Theresia Huggins said we recently received approval for the
738 purchase order, so these items are on order.

739

740 Mayor Motley Broom said good. We either reset to \$50,000.00, or we earmark that as
741 something we are coming to in the mid-year adjustments.

742

743 City Manager Terrence Moore said I recommend the mid-year budget adjustment of
744 \$50,000.00.

745

746 Fire Chief Wade Elmore said I have 1 more. Line 515080, Salary Pay Compression,
747 page 1 of 3, you all did approve the pay compression last year, and the total was
748 \$294,000.00. And last year we gave them half. This is personnel that are in Suppression.
749 This year we had to cut it, in order to make the reduction that was requested of us. But I
750 would like to ask you all if we could add that back, so they could get the second half of
751 their pay compression.

752

753 City Manager Terrence Moore said the recommendation is still questionable because
754 there aren't any other opportunities being made for anyone else in this regard. It was
755 divided into 2 fiscal years, 2019-2020, which was taken care of. And a number of
756 adjustments were moved in a positive direction to benefit a number of Fire Suppression
757 Personnel. The initial thinking was to circle back and make yet another adjustment. We
758 offered a similar program in the Police Department. But given where we are with respect
759 to the current state of affairs, I'm not sure what message that will send, in terms of all the
760 other employees.

761

762 Mayor Motley Broom asked, what was the direction of the Body?

763

764 City Manager Terrence Moore said the direction of the Body was \$147,000.00 a year.

765

766 Councilman Clay said we have to be consistent across all the departments.

767

768 Mayor Motley Broom said I would push back on that a little bit. I understand what we
769 can and can't do. I regretfully agree with both Councilmen Clay and Allen. But if we
770 can, let's talk about it mid year.

771

772 City Manager Terrence Moore said yes, ma'am, absolutely.

773

774 Councilman Allen said it is important that we look at that.

775 Fire Chief Wade Elmore said I have in my budget an extractor to clean the gear. Now,
776 with the cancer policy that we have in place, we can clean our gear. And in Station 1, we
777 have in the budget \$8,000.00 to purchase a washing machine that will clean the turnout
778 gear that we have. I am asking if you will consider and put that in again, line 547640.
779

780 City Manager Terrence Moore said I would like to work with you in that regard. So, as
781 we close out the current fiscal year, within the last quarter we will make an
782 intragovernmental budget adjustment to take care of that expense. We will work together
783 to make that happen. I can approve it administratively, thereby, we could start to
784 compromise in the recommendation for 2021.
785

786 **EMS:**

787

788 City Manager Terrence Moore said this budget is pretty straightforward.

789

790 Councilman Allen asked about line 547630, page 2 of 2.

791

792 Fire Chief Wade Elmore said that was for a defibrillator. Over the last 3 years, we have
793 replaced all of them. They have upgraded to Lifepak 15. This is the last one that we had
794 to order, along with a training manikin.

795

796 Councilman Allen asked, can you do without those?

797

798 Councilman Clay said you still have the 12 version.

799

800 Fire Chief Wade Elmore said we still have 1 that we are going to replace.

801

802 Councilman Clay asked, is it functional?

803

804 Fire Chief Wade Elmore said yes, it is.

805

806 Mayor Motley Broom asked, what is the difference between the 2, Chief?

807

808 Fire Chief Wade Elmore said the Lifepak 15 will easily transmit the strip to the doctors in
809 the emergency room.

810

811 Councilman Clay asked, is there a panel difference between the two brands?

812

813 Fire Chief Wade Elmore said the controls are slightly different.

814

815 Councilman Clay said I would think you would want to be consistent.

816

817 Fire Chief Wade Elmore said that would help.

818

819 Mayor Motley Broom asked, do you all have 5 vehicles out at once? The 12 can be like
820 the backup. Are you using the 12 now? Is it in circulation? How is that?

821 Fire Chief Wade Elmore said we are using the Lifepak 12 on 1 of the vehicles. It is not
822 detrimental, but we can't communicate to the emergency room with it.

823

824 Councilman Clay said you need 1 more Lifepak 15.

825

826 Mayor Motley Broom asked, how much is the Lifepak 15?

827

828 Fire Chief Wade Elmore said it is partial of that.

829

830 Councilman Allen said \$28,000.00.

831

832 Mayor Motley Broom said we haven't spent anything on them this year; is that right?

833

834 Fire Chief Wade Elmore said we have purchased 1 this year.

835

836 Administrative Assistant Theresia Huggins said we are waiting to be invoiced on that.

837

838 Mayor Motley Broom asked, can we adjust this with the understanding that we are going
839 to come back and do this, or do you want to put it in right now?

840

841 City Manager Terrence Moore said that was my recommendation formally, Mayor.

842

843 Councilman Allen asked, if you say you have 1 on order, does that mean that you have 2
844 trucks with the Lifepak 12 on it right now, and you have Lifepak 15 on the way?

845

846 Administrative Assistant Theresia Huggins said that's correct.

847

848 Councilman Clay said some rescue vehicles we have are fire trucks. Do you typically use
849 a fire truck to transport someone to Grady, if we can't get Grady to transport?

850

851 Fire Chief Wade Elmore said they are not for transport. Fire will assess the situation and
852 wait until Grady arrives on the scene.

853

854 Councilman Clay said if you put the Lifepak 12's on the trucks, then you don't need the
855 Wi-Fi capability to transmit that data; is that correct?

856

857 Fire Chief Wade Elmore said no. If they are on the scene, and they are performing CPR,
858 they can send that information to the ER docs.

859

860 Councilman Clay said okay.

861

862 Councilman Allen said we should put it off until mid point.

863

864 Councilman Clay agreed. And if something happens to one of the other ones, you need
865 to bring it up and make sure that we have it.

866

867 City Manager Terrence Moore said that would be my recommendation, ladies and
868 gentlemen.

869
870 Fire Chief Wade Elmore asked, do you want to get rid of Pulse?
871

872 Councilman Clay said you eliminated that from your budget. We have saved lives with
873 that in the past.

874
875 Fire Chief Wade Elmore said yes. It has been helpful.
876

877 City Manager Terrence Moore said we can take care of the \$8,000.00 administratively.
878

879 **SPLOST:**

880
881 City Manager Terrence Moore said this is specifically Fulton County. It is pretty
882 straightforward. Two million dollars is allocated to the City of College Park. This is
883 revenue outcome thereof.

884
885 Councilman Clay asked, do you believe that the \$2 million is still likely to be
886 forthcoming?
887

888 City Manager Terrence Moore said I believe it is.
889

890 **GICC SPECIAL DISTRICT TAX:**

891
892 City Manager Terrence Moore said there is a \$121,650.00 revenue figure. We don't
893 anticipate any need to reduce it any further. The 2020 actual, \$146,226.45, if economic
894 conditions improve beginning the second quarter, there may be a slightly better outcome
895 than the \$121,650.00 forecast.
896

897 Councilman Clay said I had it highlighted Terrence. If you were able to linearize, you
898 are at \$146,226.45 now, and you can figure it up around \$200,000.00, so you lose the
899 fourth quarter, and it looks like you have already cut it back to \$121,000.00. So, it's
900 probably enough.

901
902 Director of Finance & Accounting Althea Philord-Bradley said that was a one-time
903 allocation.
904

905 Councilman Clay said so you can't linearize.
906

907 Director of Finance & Accounting Althea Philord-Bradley said no.
908

909 Councilman Clay said then it might not be enough. I don't know.
910

911 City Manager Terrence Moore said we think it is a safe number.
912

913 Director of Finance & Accounting Althea Philord-Bradley said it is only a handful of
914 properties.

915
916 Councilman Clay said I'm not going to protest.

917
918 Mayor Motley Broom asked, is this transferred out to the General Fund, or where?

919
920 Director of Finance & Accounting Althea Philord-Bradley said it is transferred out to the
921 GICC.

922
923 Mayor Motley Broom said thank you.

924
925 Councilman Gay said I had a question on the SPLOST. What are we doing with the
926 projects under expenses? The projects that we are considering in this fiscal year, are they
927 on here?

928
929 City Manager Terrence Moore said no. There is \$2 million in revenues and \$2 million in
930 expenses. Eligible projects will be presented to Mayor & Council for review and
931 consideration on a rolling basis.

932
933 Councilman Gay said the money that we spent last year, they are not part of the notes or
934 anything.

935
936 City Manager Terrence Moore said they will be reflected as you close out the current
937 fiscal year, as well as the account balance.

938
939 Councilman Gay asked, can you just tell what some of them were?

940
941 City Manager Terrence Moore said goodness gracious.

942
943 Councilman Gay asked, is that the money that we spent for street paving?

944
945 Director of Finance & Accounting Althea Philord-Bradley said some of it.

946
947 City Manager Terrence Moore said street resurfacing, activities associated with Six West,
948 and you made some authorizations along those lines. We can provide a brief summary in
949 writing to those that are interested.

950
951 Director of Finance & Accounting Althea Philord-Bradley said okay.

952
953 Councilman Gay asked, as far as elected officials buying in on a project, it is not on this
954 budget on what these projects are. So, what are you saying? Is this money put out there
955 at some point, or is this money already earmarked?

956
957 Director of Finance & Accounting Althea Philord-Bradley said it is already earmarked.

958

959 Councilman Gay asked, why isn't it on here?

960

961 Director of Finance & Accounting Althea Philord-Bradley said it is to outline which
962 projects they will be working on in that current year. As it presents itself, it comes before
963 Council.

964

965 Councilman Clay said this is an explanation of the revenue. And they are going to be
966 divvying it out during the year and approve it on an ongoing basis. But there is no fixed
967 accounting for it yet, because it has not been approved.

968

969 Councilman Gay said I get that. But what projects have been earmarked? And if they
970 have already been earmarked, why are they not on the report?

971

972 Mayor Motley Broom said we have a list of projects that we have laid out to the voters of
973 Fulton County. I have seen that list, and I think we can get that list for you.

974

975 Director of Finance & Accounting Althea Philord-Bradley said I just sent everyone the
976 list.

977

978 Councilman Gay asked, how do we prioritize the projects in terms of budgeting?

979

980 Director of Finance & Accounting Althea Philord-Bradley said that would have to come
981 from you all and from Terrence and Jackson.

982

983 **CONVENTION CENTER/GATEWAY ARENA:**

984

985 City Manager Terrence Moore said we are revisiting and making ancillary revisions to all
986 Enterprise Fund Operations on May 6, 2020 at 6:30 p.m. That does include the GICC
987 and the Arena. So, the information that is included in your packet as of today will be
988 updated to showcase reduced expenditures in both areas. So, I, along with Althea and
989 Mercedes, we will offer final recommendations this Friday, and that will be the basis for
990 your review on May 6, 2020.

991

992 City Manager Terrence Moore said so again, we are talking about the GICC Gateway
993 Center, the Arena, Power, and the various enterprise operations associated with the
994 Department of Public Works. However, I did ask Mercedes to be with us this evening to
995 address any specific thoughts or questions you may have to assist in the preparation of
996 next week's discussion.

997

998 Councilman Clay said the one request I would make is that for the GICC, we have just
999 received that material, and we have looked through it presumably. We put more effort
1000 into the other budgets than we have into the GICC and the Arena at this time. I would
1001 hope that for the other Enterprise Budgets, that you would specifically identify the areas
1002 that have changed. Color them red/green. Give us a list of the line items, so that we
1003 know where to look for the thing, rather than having to reread the whole area.

1004

1005 City Manager Terrence Moore said I appreciate that, sir. That is one of the reasons we
 1006 would like to have until Friday evening to finalize documentation to that effect, so we can
 1007 make copious notes so one can distinguish all adjustments made.

1008
 1009 Councilman Allen asked, on the Hawks contract and the WNBA, are those yearly
 1010 contracts, or multi-year contracts?

1011
 1012 Executive Director of the GICC Mercedes Miller said the Sky Hawks contract starts with
 1013 8 years. Unless one of the parties wants to change the terms, then it rolls over into an
 1014 additional 5 years. For The Dream, it is only a 5-year contract.

1015
 1016 Councilman Allen asked, is there anything in the contract that says that, if the season is
 1017 foregone, we still get paid, or is it based on the number of games, or how does that work?

1018
 1019 Executive Director of the GICC Mercedes Miller said we get paid per game.

1020
 1021 Councilman Allen asked, so the WNBA, if they don't play that year, we are not going to
 1022 get paid?

1023
 1024 Executive Director of the GICC Mercedes Miller said correct.

1025
 1026 Councilman Clay said not only do we have a variation in revenue, but we also have a
 1027 consequential variation in expenses. So, if we don't sell hot dogs, we don't have to buy
 1028 hot dogs. This is a little bit different than the other Enterprise Organizations. In a way,
 1029 Mercedes has a lot more room to maneuver financially. Not that she doesn't have fixed
 1030 costs, but at least she is not going to get killed by the variable costs.

1031
 1032 Executive Director of the GICC Mercedes Miller said correct. A lot of the staff that is in
 1033 the Arena is not permanent staff.

1034
 1035 Councilman Clay said it is going to be an interesting discussion.

1036
 1037 Councilman Allen said you have an 8 year and a 5-year contract with those 2 groups. I
 1038 like that.

1039
 1040 **OTHER CONSIDERATIONS:**

1041
 1042 City Manager Terrence Moore said in relation to Monday's regular Workshop Session
 1043 Meeting, you have 2 items on the Workshop Agenda. I do not have the authority as City
 1044 Manager to ask these groups to go away and tell them no, we cannot oblige them. There
 1045 will be a presentation by United Way of Greater Atlanta and Motel to Home Program.

1046
 1047 Back in 2018 and 2019, Mayor & City Council at the time authorized a \$20,000.00
 1048 allocation to assist with this program to provide opportunities for transient residents of
 1049 College Park to be able to secure a permanent home.

1050 The purpose of the presentation is to enable leadership from the United Way of Greater
1051 Atlanta, who works in close collaboration with Merri Sheffield, to be able to talk about
1052 the program and what was achieved as a result of our involvement and the performance
1053 outcomes. However, they are also seeking an additional financial commitment to engage
1054 that program for perhaps another year.

1055

1056 The second item on the agenda is the Metro Atlanta Urban Farm with Bobby Wilson
1057 presenting. He is in position to discuss a little bit relative to what opportunities can be
1058 made available in College Park, the community, et cetera. However, he is asking for a
1059 \$75,000.00 support contribution in this regard.

1060

1061 My recommendation publicly will be to have administration work with both groups as
1062 they make their presentations to identify any external opportunities and resources that
1063 might be available, and allow ourselves to be able to direct whatever we can in terms of
1064 support; i.e., congressional, federal, whatever the case may be. But the recommendation
1065 from City Manager will be to NOT allocate funding for that purpose. It's just not the
1066 time, obviously.

1067

1068 Councilman Clay said on the Motel to Home Program, one of my concerns with the
1069 program was that the nonprofit that was partnering with United Way to assist in that, I
1070 had issues with the financials; that they had not had a good record, as I recall, of the
1071 donations to their organization. And we had a lengthy discussion on that point. So, one
1072 of the things I would like to hear about is how have they done financially, if we are going
1073 to extend it. I know United Way was going to put in their equal share, and the nonprofit
1074 organization was supposed to put in an equal share, as I recall. I would like to know if
1075 they put in their equal share, and I would like to know what their financials have been for
1076 this past year, in the way of getting donations to raise their share.

1077

1078 City Manager Terrence Moore said that's fair. I do believe there was a contribution back
1079 in 2019. I think those are appropriate comments for Monday night's dialogue.

1080

1081 ***Councilman Clay directed staff to make sure that that material is in our packet.***

1082

1083 City Manager Terrence Moore said yes, sir.

1084

1085 Councilman Allen said I would like to see that as well.

1086

1087 Councilman Gay asked, is there any in-kind Support that we can give Bobby, other than
1088 external?

1089

1090 City Manager Terrence Moore said I don't think so. That is something to be evaluated.

1091

1092 Councilman Gay asked, are you preempting us for Monday Night's meeting?

1093

1094 City Manager Terrence Moore said it is 2 financial requests that will be coming down the
1095 pipe, and I do not recommend the financial for obvious reasons.

1096 Councilman Clay said that is going to be on the Workshop Session Agenda.

1097

1098 City Manager Terrence Moore said correct.

1099

1100 Mayor Motley Broom declared the Budget Session Meeting adjourned at 8:51 p.m.

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CITY OF COLLEGE PARK

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Bianca Motley Broom, Mayor

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1120

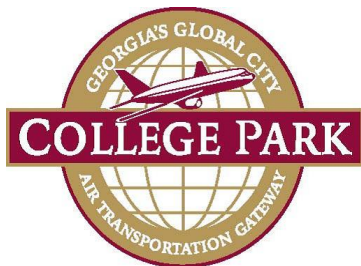
1121 **ATTEST:**

1122

1123

1124

Shavala Moore, City Clerk



CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 8161

DATE: May 27, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Shavala Moore, City Clerk

RE: Budget Session Minutes dated May 6, 2020

See attached Budget Session Minutes dated May 6, 2020.

Thank you.

ATTACHMENTS:

- Budget050620 (DOC)

Review:

- Shavala Moore Completed 05/28/2020 11:09 AM
- Rosylina Robinson Completed 05/28/2020 12:25 PM
- Terrence R. Moore Completed 05/28/2020 2:15 PM
- Mayor & City Council Pending 06/01/2020 7:30 PM

**CITY OF COLLEGE PARK
MAYOR AND CITY COUNCIL
BUDGET SESSION #6
MAY 6, 2020**

MINUTES

Present: Mayor Bianca Motley Broom; Councilmen Ambrose Clay, Derrick Taylor, Ken Allen, and Roderick Gay; City Manager Terrence Moore; Director of Finance & Accounting Althea Philord-Bradley; City Clerk Shavala Moore.

Staff: All Applicable Departments.

Absent: None.

City Manager Terrence Moore called the meeting to order at 6:30 p.m.

City Manager Terrence Moore said this is an ancillary budget workshop dialogue to address various matters related to several of the Enterprise Fund Operations. In light of the current state of affairs relative to economic impact, at the behest of both the Office of the City Manager and the Director of Finance & Accounting, it was offered that we proceed with a follow-up budget workshop meeting, so that we can revisit revenue and expenditure forecasts associated with the aforementioned Enterprise Fund Operations. More specifically, the Electric Line section of College Park Power; Water & Sewer, Sanitation, and Storm Water sections of the Department of Public Works; the GICC and the Gateway Center Arena at College Park.

City Manager Terrence Moore further said so with that documentation per the recommendation already suggested of Councilman Clay, it does include a breakdown to offline initial recommendations, before aforementioned economic impacts to reflect revised budget adjustments, in terms of revenue and expenditure forecasts. This evening’s dialogue is to simply give us an opportunity to review downward adjustments along those lines. And if we are productive this evening, this should conclude the various budget workshop meeting exercises.

ELECTRIC LINE:

City Manager Terrence Moore said first for this evening is the Electric Line section of College Park Power. Mr. Richardson is in position to address any questions or concerns that you may have.

Councilman Clay said on page 2 of the overall document, with regard to sales to commercial customers and the GICC, have we made an emphasis, and this is partly for Mercedes and Jason, have we made any attempt to conserve power when we are not using the building in zoning off parts of it that are not under use? Is there any way we

47 can do that? And, in general, with city buildings, have we been zoning them and
48 encouraging companies who are using less power to be conserving it?

49
50 Director of Power Hugh Richardson said as far as the city accounts, those are just an
51 energy rate only. If you conserve 10 percent of the kilowatt hours, your bill will go down
52 10 percent. So, there are no fixed charges in there. There was not a big reduction based
53 on energy, assuming we are going to pick back up. But commercial customers are a little
54 bit different. They have fixed charges and demand charges that will continue, even if
55 their usage goes down to zero, if they stay active.

56
57 Councilman Clay asked Mercedes, have you done anything to cut power?

58
59 Executive Director of the GICC Mercedes Miller said we cut all the lights off when a
60 room is not being used. But generally, when we have clients in, they pay for their own
61 power.

62
63 Councilman Clay asked, can you turn air-conditioning in the ballroom off, for example?

64
65 Executive Director of the GICC Mercedes Miller said we can turn it off, but the problem
66 we have is if we have an event, it takes too long to cool those rooms off. You are using
67 more power to try to get it cool again.

68
69 Councilman Clay said I understand.

70
71 Councilman Clay asked, what about you Jason? Is the building designed to be zoned at
72 all?

73
74 Convention Center Manager Jason Causey said we have the ability to adjust the zones
75 accordingly. But given the square footage of the building, it would take an enormous
76 amount of energy to cool and heat those areas at any given moment. To keep it at a
77 constant temperature is much easier.

78
79 Councilman Clay said I was hoping that since the design of that building is partly
80 underground, that it would help us with energy conservation. It will be interesting to see
81 what our energy bill is for that facility considering a good chunk of it is underground.

82
83 Convention Center Manager Jason Causey asked, you mean the Arena?

84
85 Councilman Clay said yes, sir.

86
87 Convention Center Manager Jason Causey said I believe they have the ability to do the
88 same.

89
90 Arena Manager Yanous Barner said we have zoned off all the lower levels. And on the
91 concourse, we have it set at a good temperature. At the present time, we have to keep
92 those AC's running because of that smoke evacuation everybody is waiting on.

93 Councilman Clay said it would be interesting to watch the building this summer to see
94 how well we do on conservation being it is largely underground.

95

96 Arena Manager Yanous Barner said yes. We don't get as much humidity there on the full
97 court, so it helps us out a lot.

98

99 Councilman Clay said if we save power Hugh, that means that we have more power
100 available to sell on the Spot Market.

101

102 Director of Power Hugh Richardson said that's correct.

103

104 Councilman Clay said it can be a real savings provided we can sell it.

105

106 Director of Power Hugh Richardson said that's right.

107

108 Councilman Clay said the other thing I would mention is that customers who are not
109 paying their power bill, even though we haven't cut them off, ultimately, we expect the
110 power bill to be paid. And I would suggest, to the extent that they can conserve power,
111 that is going to make their bill less when they have to pay it. And it will make our bill
112 less, because if that energy is freed up, we can sell it on the Spot Market. That's all I had.

113

114 Councilman Allen said I had a question for Althea. The revenue that we have on the
115 customers' bills, if they pay that say, like, in July or into August, does that revert back to
116 this current year's budget, or do we carry some over to the next year's budget? How does
117 that work?

118

119 Director of Finance & Accounting Althea Philord-Bradley said there is a tier I use, as far
120 as anything under zero to 30 days. I recognize all of that as revenue. Anything over 30
121 to 60 days, I recognize 25 percent of that as being uncollectible. And anything beyond 60
122 to 90 days, it is 100 percent uncollectible. But when we do get paid, it gets counted as
123 revenue in the year that it was collected.

124

125 Councilman Clay said it is important to note that we have been talking about next year's
126 budget. But if we look at the amount of carry forward across all accounts going into next
127 year's budget, we are using up \$1.7 million of our reserve, according to the numbers I
128 have seen. So, we are burning reserve right now this year in this budget that we are
129 currently in.

130

131 City Manager Terrence Moore said yes. Any other questions regarding the Electric Line?

132

133 Mayor Motley Broom asked, what is the current demand for energy on the market?

134

135 Director of Power Hugh Richardson said I don't know if I can answer that. It hasn't
136 changed that I'm aware of. Most sells are going to our other cities because they are short.
137 They need energy, until all those units start up in a couple of years.

138

139 City Manager Terrence Moore said based on the observations, there may be some
140 opportunities for the City of College Park Power, yes. Any other questions?

141
142 There were no further comments made.

143
144 City Manager excused the Power Department.

145
146 City Manager Terrence Moore said the next 3 departments are a part of Public Works.
147 They are all Enterprise Funds. Water & Sewer is first.

148
149 **WATER & SEWER:**

150
151 Councilman Clay said I asked Mike a question on this earlier today, and he responded to
152 it. Are we assuming lower revenue in these areas because of less usage, or is it due to
153 failure of your people to pay their utility bill, which is partly the water bill?

154
155 Director of Public Works Mike Mason said it is a combination of both.

156
157 Councilman Clay said at least with water, we know we don't have to sell excess water on
158 the Spot Market because we pay for it as we get it. So, unlike electric, if we can, if
159 people are using less water, we have less to pay for. So, I presume that not only have you
160 reduced the revenue, but you've also reduced water expenses similarly.

161
162 Director of Public Works Mike Mason said yes, sir, and on the sewer side as well.

163
164 Councilman Clay said that's all I had.

165
166 City Manager Terrence Moore asked, any other questions regarding Water & Sewer?

167
168 Councilman Allen said on commercial sewer, you all went up on that amount.

169
170 Director of Public Works Mike Mason said not on commercial sewer, no, sir.

171
172 Councilman Allen said it shows bill of commercial sewer, 2,100 gallons going to 2,200
173 gallons, revised budget.

174
175 City Manager Terrence Moore said the sales to commercial was initially \$3.7 million
176 down to \$3.13 million.

177
178 City Manager Terrence Moore said it is commercial sewer.

179
180 Director of Public Works Mike Mason said that may be a typo, to be honest with you.

181
182 City Manager Terrence Moore said the amended budget was \$3.1 million, and the actual
183 is \$1.9 million, so we will need your help Althea in that regard. Right now, it is looking
184 at a recommendation of \$2.2 million.

185 Councilman Clay said it's gone up 100,000.
186
187 Director of Public Works Mike Mason said that's a typo.
188
189 Director of Finance & Accounting Althea Philord-Bradley said no, it's not a typo. We
190 tried to look at the 2019 actuals and tried to base it on those numbers. We have it at
191 \$400,000.00 less.
192
193 City Manager Terrence Moore said our recommendation is \$2.2 million. That's correct.
194
195 Director of Finance & Accounting Althea Philord-Bradley said it was \$3.1 million, and
196 we took it down to \$2.2 million.
197
198 City Manager Terrence Moore said \$2.2 million is a very conservative forecast.
199
200 Director of Public Works Mike Mason said I wasn't aware of that.
201
202 Councilman Clay said good catch Ken.
203
204 **SANITATION:**
205
206 City Manager Terrence Moore asked if there were any questions or observations for
207 Sanitation?
208
209 Councilman Clay said I have 1. In what line item are sales to apartment complexes? We
210 have residential and commercial. Are they counted as commercial?
211
212 Director of Public Works Mike Mason said no, sir. They are counted in residential.
213
214 Councilman Clay asked, so, if we have apartment complexes that are not paying their
215 utility bills, then that would be reflected in that line item under residential?
216
217 Director of Public Works Mike Mason said yes, sir.
218
219 Councilman Clay said so my question is: If we were to cut them off, would that mean
220 that the cost associated with buying that water would go away as well?
221
222 Director of Public Works Mike Mason said yes, sir.
223
224 Councilman Clay said under the Operating Transfers, line 611000 and 526590, those
225 don't match the worksheets. That was a note that I put on here.
226
227 Director of Public Works Mike Mason said that is operating out to the General Fund.
228
229 Director of Finance & Accounting Althea Philord-Bradley said we reduced that number,
230 right? We took it all the way out, correct.

231 Director of Public Works Mike Mason said yes, we zeroed it out.
232
233 Director of Finance & Accounting Althea Philord-Bradley said we are anticipating a loss
234 for the next fiscal year, and they don't have the fund balance to cover that, so I had to
235 reduce that to zero.
236
237 Councilman Clay said the Enterprise Fund couldn't make ends meet, so it couldn't afford
238 any money to be transferred out to the General Fund.
239
240 Director of Finance & Accounting Althea Philord-Bradley said yes, sir.
241
242 Councilman Clay said that's all I had on that page.
243
244 Councilman Allen said under Operating Transfers, \$66,488.00, you had City Manager
245 recommended, and then on your summary page you are talking about \$65,971.00.
246
247 Councilman Clay said it sounds like they are both wrong.
248
249 Councilman Allen said I don't know. Is that \$66,488.00?
250
251 Councilman Clay said it should be zero she is saying.
252
253 Director of Finance & Accounting Althea Philord-Bradley said I will have to look at that.
254 It was zero, but when we brought it before you all, it was under Council as \$69,000.00.
255 So, as far as City Manager recommended, that wasn't the actual number. It was
256 \$69,571.00. If you look back at your previous report, it should have shown \$69,571.00.
257
258 Councilman Allen said okay. That takes care of that number.
259
260 Councilman Clay said in connection with the next page, line 344340, Other City Sales, I
261 asked the question, what is in that line item, and I assume it is the rest of the city
262 buildings. Why would it go down? Does that mean we are going to have less city
263 buildings operating and requiring less water? How are we conserving that water?
264
265 City Manager Terrence Moore said that is Sanitation, Councilman Clay.
266
267 Councilman Clay said I'm sorry.
268
269 Mayor Motley Broom asked, are we experiencing an increase in residential trash? I
270 understand we have a decrease in commercial. Are they balancing out, or has there been
271 an overall decrease, line item 526120?
272
273 Director of Public Works Mike Mason said there has been an increase in residential.
274 People are sheltering at home. There has been a decrease in commercial do to less people
275 staying in hotels during this time. That is something we tried to come up with to balance
276 that out on both sides of commercial and residential sales.

277 Councilman Gay asked, what are some examples of other city sales with sanitation? And
278 to Councilman Clay's point, how is that being reduced? And secondly, as a city, are we
279 looking at renewal energy, as opposed to paying landfill fees?

280
281 Director of Public Works Mike Mason said on the last question, at this present time, no.
282 We can look into and see if there is a way to do that. Right now, I don't believe there is.

283
284 Councilman Gay said the City of Stonecrest is looking at offsetting their fee by a
285 renewable energy program that is taking off. So, you can look more into it.

286
287 Director of Public Works Mike Mason said yes, sir. I will yield to Althea on the other
288 part.

289
290 Director of Finance & Accounting Althea Philord-Bradley said we didn't enter that
291 number.

292
293 City Manager Terrence Moore said that was a number that came from Public Works.

294
295 Director of Public Works Mike Mason said we can discuss that. We didn't enter it. We
296 don't have the ability to know what other city facilities are doing, or to know that
297 buildings are being built.

298
299 City Manager Terrence Moore said the Department of Public Works makes a calculation
300 based on previous expenses to that effect, in general.

301
302 Councilman Gay asked, is it a true number? What type? Be more specific.

303
304 Director of Finance & Accounting Althea Philord-Bradley said I will look up other city
305 sales. They picked up the actual numbers from 2019. It wasn't based on any particular
306 actual quantity.

307
308 City Manager Terrence Moore said that's correct.

309
310 Councilman Clay said that makes no sense.

311
312 City Manager Terrence Moore said the budget for the current fiscal year was a little bit
313 less than the \$50,000.00. The initial recommendation was to keep it flat based on 2019.
314 There may be merit to increase that Other City Sales outcome number a little bit higher
315 than \$38,185.00. It is extremely conservative based on previous trends.

316
317 Councilman Clay said on the other hand, that is selling things to ourselves, right?

318
319 City Manager Terrence Moore said correct.

320
321 Councilman Clay said so, if we say we've cut that revenue too much because we are still
322 going to be picking up the same amount of trash from the Fire Department, let's say, then

323 that means the Fire Department is going to have to pay for that. So, we are going to show
324 revenue here, but show more expense there. Assuming it was balanced out with what the
325 Fire Department pays is what the revenue shows in the \$38,185.00, then we are fine.
326 But, if the Fire Department is assuming they are paying less, we are just fooling
327 ourselves.

328
329 City Manager Terrence Moore said the thought is they will pay less in terms of the day-
330 to-day operations, Councilmen.

331
332 Councilman Allen said I think it will probably be a little bit higher, but I'm fine with it.

333
334 City Manager Terrence Moore agreed.

335
336 Councilman Clay asked, on page 32 in the document, Capital Lease Interest is shown as
337 zero. The Capital Lease Principal is showing as \$35,322.00. I guess I'm confused. If we
338 have a Capital Lease Principal and it doesn't go away, why would the Capital Lease
339 Interest go away?

340
341 Director of Public Works Mike Mason said that was made due to the purchase of our new
342 boom truck. The interest is probably included in the \$35,322.00 number.

343
344 Councilman Clay said I'm glad to hear you say that.

345
346 Councilman Allen said I'm glad to see the truck out there.

347
348 Councilman Clay said that's all I have.

349
350 **STORM WATER:**

351
352 Councilman Clay said we only have \$7,500.00 we are talking about. Why would Storm
353 Water cost to the GICC go up? I'll take the question back. It goes up about the same.
354 Never mind.

355
356 Councilman Allen asked, on line 54770, we took a couple out. That is not going to cause
357 a problem later on; is it Mr. Mason?

358
359 Director of Public Works Mike Mason said no. It was just a couple of projects that we
360 are just going to delay.

361
362 City Manager Terrence Moore asked, any other questions on Storm Water Utility?

363
364 There were no further comments made.

365
366 City Manager Terrence Moore said that concludes the 3 Enterprise Funds for the
367 Department of Public Works. I would like to excuse Mike Mason at this time.

368

369 **GICC:**

370

371 City Manager Terrence Moore said this is a moving target. The first quarter of the new
372 fiscal year involving the GICC is a downtime, so to speak, and we are likewise hopeful
373 that we will experience a more positive trend. This is a fund that we will have to
374 constantly monitor. It is probably the greatest moving target of them all. The
375 recommendation as outlined is where we are. It is a downward trajectory, in terms of
376 revenue and expenditure forecasts.

377

378 Councilman Gay asked, on salaries and part-time salaries, it's not decreasing in the same
379 way that the revenue is increasing. Are you sure that they are decreasing Terrence?

380

381 City Manager Terrence Moore said I would ask that you look on the expense side only,
382 salary part time is \$155,000.00. Initially it was \$250,000.00. The amended budget is
383 nearly \$100,000.00 more than what we recommended for 2020-2021. I think that is
384 pretty square.

385

386 Councilman Clay said I have reviewed the GICC and the Arena pretty thoroughly, and I
387 gave all my comments to Mercedes, prior to us deciding that we are going to push it off
388 to this meeting. Mercedes made changes that reflected most, if not all, of my comments.
389 So, in general, I'm a happy camper.

390

391 Councilman Clay said there are 1 or 2 things that I would like to mention, if it is
392 appropriate to go to page 2 of 5. Mercedes, at one time you had a new position in here,
393 and you cut back on that, and I believe it was an IT position, if I remember rightly. The
394 \$3,000.00 you have in there sounds like an intern.

395

396 Executive Director of the GICC Mercedes Miller said that is for the Arena. What you are
397 referring to is a re-classification. We hired a young man that came from the Operations
398 Department. We were going to reclassify him and add money to that for what he does.

399

400 Councilman Clay said on page 53 of the document, Security Services, you have an actual
401 amount for this year of \$294,000.00. And I presume that was through March 31, 2020,
402 and next year you have \$345,000.00. And that strikes me as being high considering the
403 situation that we are in. Maybe you need more security, even if the facility is empty, but
404 that just doesn't sound right.

405

406 Executive Director of the GICC Mercedes Miller said we had an all-in-one contract. So,
407 I was going to go back and renegotiate the contract. We generally have 2 and 2 on each
408 shift, and I think we can cut it to 1 person from each shift to get the balance down to that
409 amount.

410

411 Councilman Clay said that is bigger than your 2020 actual.

412

413 Executive Director of the GICC Mercedes Miller said that is because we have not added
414 the rest of the year in.

415 Councilman Clay said if you add the rest of the year in, you are almost at \$300,000.00.
416 And if you add in another quarter, that will bring you up to \$400,000.00. But we know
417 nothing is happening this quarter, and we know not much is going to happen in the next
418 quarter of the fiscal year. Are you comfortable with that number?

419
420 Executive Director of the GICC Mercedes Miller said our security is a contract for 24/7.
421 This is not the security that is based on events.

422
423 Councilman Clay asked, on line 526590, Contingencies, you are cutting them to zero.
424 And while I think it is a good idea to cut contingencies, that sounded almost like too big a
425 cut. Do you feel good about that number? We are trying to avoid surprises later.

426
427 Executive Director of the GICC Mercedes Miller said that number scares me, to be
428 honest. We were trying to get to the balanced budget with the amount of revenue that we
429 had coming in. I would feel more comfortable, even if we left \$100,000.00 in there for
430 contingency. It would give me a little bit of comfort level.

431
432 Councilman Clay said I would ask the Council what they would like to do.

433
434 Councilman Allen said I had questions about R&M/DP Equipment. I worry about the
435 prices of these items jumping up when things break. That's my only thought on that. I
436 want us to be ready to go when it does break loose.

437
438 Councilman Clay said I'd rather have it in one place, since we don't know what is going
439 to happen. I would want to have contingency in this one line item.

440
441 Mayor Motley Broom said on line 345100, Sales Food & Beverage, for events that were
442 scheduled for the end of the calendar year, what percentage of contracts have we lost so
443 far? And for line item 345150, Meeting Rooms, are we comfortable with less than a 10
444 percent decrease from fiscal year 2019?

445
446 Executive Director of the GICC Mercedes Miller said for the first question, so far we
447 have lost about 35 percent. Most of the groups that we lost, they did not cancel, they
448 have just postponed and moved out to a later date.

449
450 Councilman Allen asked, in this coming year?

451
452 Executive Director of the GICC Mercedes Miller said yes. The biggest thing that we
453 couldn't recoup was the graduations. But a lot of the breakfasts and catering functions
454 that we had, they just moved to another date.

455
456 Mayor Motley Broom asked, and the second question, Meeting Rooms, are we
457 comfortable with less than a 10 percent decrease from fiscal year 2019.

458

459 Executive Director of the GICC Mercedes Miller said am I comfortable, no. But if it's
460 something I have to do, it's something I have to do. We lost Chick-fil-A, and Delta went
461 into the next year for January. Am I correct, Jane?

462
463 Ms. Cox said yes, you're correct. Chick-fil-A is totally gone. Delta is moving, but we
464 still lost one of them.

465
466 Mayor Motley Broom asked, as far as the rescheduling, is that this coming fiscal year, or
467 calendar year?

468
469 Executive Director of the GICC Mercedes Miller said it is within the next fiscal year,
470 except for Chick-fil-A.

471
472 Councilman Allen asked, how much more revenue do you see coming in for this current
473 year?

474
475 Executive Director of the GICC Mercedes Miller said I think it is all going to depend on
476 when the groups meet again. People are calling in and holding spaces. We are just
477 waiting for when we can start holding large groups again.

478
479 Councilman Allen said I would like to see something in contingencies.

480
481 City Manager Terrence Moore asked, given where we are, what would be a reasonable
482 number?

483
484 Executive Director of the GICC Mercedes Miller said \$75,000.00.

485
486 City Manager Terrence Moore asked, how about \$50,000.00?

487
488 Executive Director of the GICC Mercedes Miller said \$50,000.00.

489
490 City Manager Terrence Moore said I think we can strike a balance in that regard. Fifty
491 thousand dollars is very, very reasonable.

492
493 Mayor Motley Broom asked, would that come from additional transfers in?

494
495 Director of Finance & Accounting Althea Philord-Bradley said once we increase it by
496 \$50,000.00, we are going to reduce it somewhere else. Mercedes will have to tell me
497 where she can pull \$50,000.00 from.

498
499 Executive Director of the GICC Mercedes Miller said in the line item for capital, we had
500 the Meeting Matrix diagram and carpet installation. We estimated the price at
501 \$98,000.00 for the Meeting Matrix diagram, but the price is \$30,000.00. So, Michael
502 Hicks is on the line to discuss the fiber installation. We were going to put that money
503 back in for the HV/AC System.

504

505 Councilman Clay asked, what does that have to do with fiber?
506

507 Executive Director of the GICC Mercedes Miller said nothing. Michael Hicks wants to
508 talk about fiber going into the Arena. There is a cost with that, and I told him he would
509 have to speak on behalf of the cost.
510

511 City Manager Terrence Moore asked, can we work with \$18,000.00 and work with that
512 \$50,000.00 for the contingency piece?
513

514 Chief Information Officer Michael Hicks said that fiber is already connected in the
515 Arena, so we have to pay for that. They originally charged us \$6,000.00 a month, and I
516 got it down to \$2,000.00 a month.
517

518 Councilman Clay said it's a usage charge, as opposed to an additional charge.
519

520 Chief Information Officer Michael Hicks said yes.
521

522 Councilman Clay said I was under the impression that fiber was to add something. You
523 are saying it is already there, and that is the cost of keeping it up. I don't see how we can
524 cut that.
525

526 City Manager Terrence Moore said it is a \$68,000.00 net outcome. That will leave
527 \$44,000.00 to go towards the contingency, and we will find \$6,000.00 elsewhere. Can
528 we proceed that way?
529

530 Executive Director of the GICC Mercedes Miller said yes.
531

532 City Manager Terrence Moore said that is another \$6,000.00 to come up with for the
533 contingency.
534

535 Councilman Allen said we need to put a note in there that we take another look at this.
536

537 City Manager Terrence Moore said of course.
538

539 **GATEWAY ARENA:**
540

541 City Manager Terrence Moore said the Gateway Center Arena is an esteemed Enterprise
542 Fund, but it is an extension of the fabulous GICC. For the purposes of financing, it was
543 determined to establish it as an Enterprise Fund.
544

545 Councilman Clay said I am happy that you took the personnel cuts that I pointed out
546 earlier.
547

548 City Manager Terrence Moore said yes, sir.
549

550 Councilman Gay said when we did the Arena study before we built it, do you recall what
551 the critical risk and assumption was to lower our revenue before Covid-19?

552

553 City Manager Terrence Moore said as I recall, it had nothing to do with the pandemic. A
554 number of forecasts were incorporated into the study, in terms of what net thresholds we
555 would have to meet in terms of activities and so forth.

556

557 Executive Director of the GICC Mercedes Miller said one of the biggest factors we had
558 was spending money in marketing and awareness. That is why in this budget we lent a
559 little more money towards awareness and getting in touch with the radio stations and
560 doing some things with them.

561

562 Councilman Gay said very well.

563

564 Councilman Allen said in R&M Equipment & Buildings, we need to be ready to respond.
565 If the WNBA comes, we don't need to be falling short.

566

567 Executive Director of the GICC Mercedes Miller said Yanous has been working with the
568 WNBA. And a lot of equipment that Sky Hawks use, he is going to be lending the
569 equipment or having them work together, since we are not able to purchase the
570 equipment right now.

571

572 Arena Manager Yanous Barner said I am working with Chris and Janice to see if we can
573 continue to use Sky Hawks equipment for the WNBA. The WNBA requires a little bit
574 more than the Sky Hawks, but we are relying on Janice and Steve Cooney (sp) to loan us
575 some of their equipment from their arena, in order for us to operate this year.

576

577 Councilman Gay asked, do we still have Fox as a customer?

578

579 Executive Director of the GICC Mercedes Miller said they are our booking agent for
580 concerts.

581

582 Councilman Gay said you said when concerts book at the Fox downtown; that Fox was
583 going to use us as a practice location. Do we still have that relationship?

584

585 Executive Director of the GICC Mercedes Miller said yes, but right now the Fox is
586 shutdown until the end of June.

587

588 Councilman Gay said one final observation. Have we been contacted for any Covid-19
589 use for the parking lot at the Arena?

590

591 Executive Director of the GICC Mercedes Miller said we used the parking lot to do the
592 sales for Cisco for a while. And we were contacted by FEMA or GEMA, and they are
593 using one of the buildings for free downtown. And we were also contacted by Amazon
594 to be a distribution place, but they found a place out in Clayton County that was a lot less
595 expensive.

596 Councilman Gay said got it.

597

598 Executive Director of the GICC Mercedes Miller said the Mayor also sent a letter on our
599 behalf to FEMA (Federal Emergency Management Agency).

600

601 Councilman Gay said I went to an event that was in a large parking lot, and they put up a
602 screen. It was a graduation. I was wondering if there was any source of revenue coming
603 out of the pandemic.

604

605 Executive Director of the GICC Mercedes Miller said thank you for that lead.

606

607 Councilman Clay asked, could we put in a drive-in theater?

608

609 Councilman Allen said the Dallas Cowboys turned their old stadium into a drive-in
610 theater, and you could get the sound through your radio.

611

612 Executive Director of the GICC Mercedes Miller said it's not a bad idea, especially the
613 graduations. We will look into it.

614

615 Mayor Motley Broom said on line 345140, Meeting Rooms, needing some context as to
616 why we think we will hit that number.

617

618 Executive Director of the GICC Mercedes Miller said this meeting room includes the
619 rental for the arena. That is why we put that revenue in there. Do I think we will make
620 it? I'm hopeful. Again, it all depends on how soon they let basketball play again and
621 large venues.

622

623 Councilman Clay asked, do you think the revenue projections will be going up or down?
624 Are we at the top end of the range, or the middle, or bottom? Do you think it is more
625 likely that revenue will get better than you have in here, or worse than you have in here?

626

627 Executive Director of the GICC Mercedes Miller said I think it will get worse before it
628 gets better.

629

630 Mayor Motley Broom said \$548,000.00 of that is room rental, not basketball.

631

632 Executive Director of the GICC Mercedes Miller said we get room rental for basketball.
633 We charge them per game. If you rent the Arena, you rent the Arena. And we put our
634 ticket fees in that line item as well.

635

636 Mayor Motley Broom said there are 3 line items under 345140; one is basketball facility,
637 concert facility, and room rental.

638

639 Arena Accountant LaKisha Overton said the basketball facility fees and the concert
640 facility fees are based on the number of ticket sales. The room rental is totally separate
641 from the facility fees.

642 Councilman Allen asked, if somebody rents the basketball, does that include the official's
643 room and the locker rooms? Where do these go?

644
645 Executive Director of the GICC Mercedes Miller said it includes all of that.

646
647 Mayor Motley Broom said I get it. Where do you think the room rental will be generated
648 from at this point?

649
650 Executive Director of the GICC Mercedes Miller said we are going to have to be creative.
651 Do I think we will reach that number? I don't know. I think we are going to have to do
652 concerts for travel and movie sets.

653
654 Mayor Motley Broom asked, what is the best way we can support that level of creativity?

655
656 Executive Director of the GICC Mercedes Miller said this goes back to advertising, like
657 the radio station I mentioned earlier. If they are going to sell hotdogs, people will show
658 up. That way we get our name out there, and they get the people there.

659
660 Mayor Motley Broom said sign me up.

661
662 Mayor Motley Broom asked, how close are we on the naming rights?

663
664 Executive Director of the GICC Mercedes Miller said before Covid-19 we were very
665 close. We were working with some people from the Hawks and some people from the
666 Dream. It is going to depend on how many people rent these rooms.

667
668 Councilman Clay asked, what about using the Arena as a movie theater?

669
670 Arena Manager Yanous Barner said yes, that's not a bad idea. I will check into it.

671
672 Councilman Gay asked City Manager, overall, what is the cost savings in the budget
673 now? Is there a number that you can say that you further reduced this by for the purposes
674 of this amended budget report?

675
676 City Manager Terrence Moore said we came up with a 10 percent aggregate, on top of
677 what we previously accomplished. This is the second round of adjustments downward.
678 We have done fairly well in that regard. It is a constant moving target. But, yes, those
679 are our savings.

680
681 Councilman Gay said very well.

682
683 Councilman Clay said help me understand one thing, Terrence. On the 24th, I was
684 looking at the overall amount of the budget, \$136,580,000.00. And the budget that we
685 are currently looking at is at \$126,162,183.00.

686
687 City Manager Terrence Moore said yes, sir.

688 Councilman Clay said that is looking at total budget numbers. And since we know that
689 money transferred between funds, the actual expense budget by my calculation went
690 down to \$110.2 million from \$119.5 million. So from an expense standpoint, that would
691 be my analysis of how much expenses came down. And I'll let Althea join in, if she
692 disagrees with that.

693

694 City Manager Terrence Moore said that's correct, based on the second and third round of
695 basic observations. We were fairly conservative. Althea, feel free to chime in, but I
696 think that summarizes it.

697

698 Director of Finance & Accounting Althea Philord-Bradley said I lost you on that one, as
699 far as what you were discussing previously.

700

701 Councilman Clay reiterated his previous comments.

702

703 Director of Finance & Accounting Althea Philord-Bradley said correct. The initial
704 budget was \$136 million and went down to \$126 million, and then we backed up the
705 transfers in and out, and it went down even further.

706

707 Councilman Clay said right.

708

709 City Manager Terrence Moore said we initially contemplated somewhere around \$144
710 million in total fund operating budget recommendations. So, the very first series of
711 recommendations entailed that dollar amount. So, if one were to take a look at it from
712 that standpoint, the reductions are even greater.

713

714 Mayor Motley Broom said my hats off to Finance & Accounting and the departments. I
715 want to thank Mayor & City Council for indulging this 6th budget workshop meeting to
716 give us an opportunity to fine-tune budget recommendations. The public hearings for
717 adoption are June 1, 2020 and June 15, 2020.

718

719 Councilman Allen asked, if we didn't give any raises this year, how much money would
720 we be saving?

721

722 City Manager Terrence Moore said we are not giving any raises this year. It is not even
723 factored. But to answer the question, before Covid-19 there was a consideration of
724 \$700,000.00 in 2 phases. But none of that has been budgeted for in an effort to achieve
725 austerity.

726

727 Councilman Allen said okay.

728

729 Executive Director of the GICC Mercedes Miller said I have everybody sending me texts,
730 and the one thing is graduation people are going to show up and church groups are going
731 to meet. So, everybody will be hitting the pavement, and we will bring it back. And I
732 have to thank my team because I couldn't do anything without them.

733

734 City Manager Terrence Moore said yes, ma'am, of course. My hats off to anyone
735 involved.

736
737 Councilman Clay said thank you everybody. It's been a tough job so far, and we are not
738 out of the woods. But it's been a good effort that these people have been buckling down
739 and digging into things, and we may have to do some more digging depending on how
740 things go. Pay your utility bills.

741
742 Councilman Allen said we need to get that utility money coming in.

743
744 Mayor Motley Broom said pay your bills.

745
746 Councilman Gay said I worked several years to do what is called "cost containment". I
747 worked to help municipalities and county governments to find and save money. It is not
748 just making cuts. It is not just looking for revenue. It is also about cost containment.
749 One of the things that we are not doing is we are not being wise, in my opinion, on
750 people who are getting large contracts. I know we do bidding, but there are things that
751 have prevented us from being competitively priced. Sole source is one, and the
752 emergency on-call. Staff is given no direction to even negotiate with these people. We
753 could save a tremendous amount of money in this city.

754
755 Councilman Gay further said I did a little research on the sewer study and found out that
756 there is actually \$2.5 million before this new Mayor & Council on the sewer study. We
757 were done with that study. Those were savings that were left over. We gave a vendor
758 more work. We have to charge our professionals to be as frugal with spending our tax
759 dollars as individual customers.

760
761 City Manager Terrence Moore said duly noted.

762
763 City Manager Terrence Moore adjourned the Budget Session at 8:00 p.m.

764
765
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778
779

CITY OF COLLEGE PARK

Bianca Motley Broom, Mayor

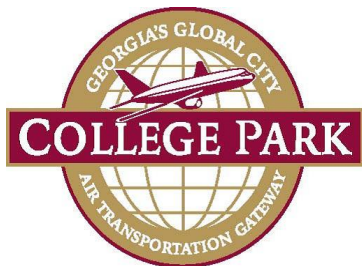
780 **ATTEST:**

781

782

783

784 _____
Shavala Moore, City Clerk



CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 8144

DATE: May 27, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Hugh Richardson, Power Director

RE: AMI Update

Access Point Performance - number of electric meters communicating:

	4/29	5/6	5/13	5/20
Charlestown	2323	2334	2371	2346
W. Fayette	2827	2827	2817	2839
Princeton	3100	3097	3076	3078
Total	8250	8258	8264	8263

Electric Meters::	8263
Water Meters:	3030
Total Meters & Endpoints:	11,293

Requiring manual reads/rereads = 158= 1.5% of total
 Electric = 4, Water = 154

System is remotely reading about 98.6%.
 Electric = 99.9%; Water = 94.9%

The electric meter remote reads are actually at 100%. The 4 remaining meters are 2 refusals that are paying for a manual read each month and 2 locations that need rewiring and relocating. (They are small commercial installations that are located inside a building and very old meter bases that still have the old-style mechanical meters.)

12 water meters were replaced and 10 more are scheduled to be replaced.
 Other than replacing meters, the meter technician is replacing the endpoint wiring and resetting the endpoints to re-activate.

ATTACHMENTS:

- AMI Project Update June 2020 (PPTX)

Review:

- Hugh Richardson Completed 05/21/2020 3:40 PM
- Rosylene Robinson Completed 05/25/2020 1:21 PM
- Terrence R. Moore Completed 05/27/2020 6:35 PM
- Mayor & City Council Pending 06/01/2020 7:30 PM



Access Point Recent Performance

Electric Meters Communicating 2.4 GHz Signal Frequency

Date	Charlestown (water tank)	W. Fayetteville (water tank)	Princeton (cell tower)	Total
April 29	2323	2827	3100	8250
May 6	2334	2827	3097	8258
May 13	2371	2817	3076	8264
May 20	2346	2839	3078	8263



Meter Performance

Electric Meters: 8263

Water Meters: 3030

Total electric meters and endpoints = 11,293

Electric manual reads/re-reads = 4

Electric Meters Reading 99.9%

Water meter manual reads/re-reads = 154

Water Meters Reading 94.9%

12 water meters were replaced and 10 more scheduled

Total system performance of 98.6%



CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 8155

DATE: May 27, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Shavala Moore, City Clerk

RE: Ordinances and Resolutions Update

PURPOSE: To provide Mayor and Council with updates on recently adopted ordinances and resolutions.

REASON: To provide Mayor and Council names of the adopted ordinances & resolutions on a monthly basis.

CITY COUNCIL HEARING DATE: June 1, 2020

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: None

AFFECTED AGENCIES: None

STAFF: Office of the City Clerk

ATTACHMENTS:

- 2020 ORDINANCES (DOC)
- 2020 Resolutions (DOCX)

Review:

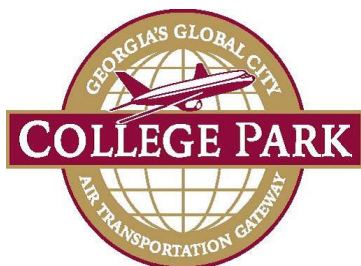
- Shavala Moore Completed 05/27/2020 1:27 PM
- Rosyline Robinson Completed 05/27/2020 5:43 PM
- Terrence R. Moore Completed 05/27/2020 6:38 PM
- Mayor & City Council Pending 06/01/2020 7:30 PM

2020 ORDINANCES

<u>Ord. No.</u>	<u>Ordinance</u>	<u>Adopted</u>
2020-01	120-Day Moratorium on Tire Shops	2-17-2020
2020-02	State of Emergency Ordinance	3-19-2020
2020-03	Emergency Coronavirus Ordinance – Shelter in Place	3-25-2020
2020-04	Modify State of Emerg. Ord. add Virtual Meetings	4-06-2020
2020-05	Ethics Ordinance	4-20-2020
2020-06	Annexation of 5391 W. Fayetteville Road	4-20-2020
2020-07	Rezoning of 53991 W. Fayetteville Road	4-20-2020
2020-08	Multi-Family Maintenance Ordinance	5-18-2020
2020-09	Fire Inspection Ordinance	PENDING

2020 Resolutions

<u>Number</u>	<u>Name</u>	<u>Adopted</u>
2020-01	Mayor Longino – Years of Service Resolution	1/6/2020
2020-02	NLC Service Line Warranty Agreement Resolution	1/6/2020
2020-03	Execution of the MEAG Power Municipal Competitive Trust Fund	2/3/2020
2020-04	MEAG Voting Delegate	2/3/2020
2020-05	HB 309 - GA Local Gov't Infrastructure Finance Authority Act	PENDING
2020-06	Roosevelt Hwy Renaming	2/17/2020
2020-07	City of Ethics Resolution	4/20/2020
2020-08	Aerotropolis CID REBC Resolution	4/20/2020
2020-09	Fulton County CDBG Cooperation Agreement	5/18/2020
2020-10	Budget Adoption Resolution	PENDING
2020-11	Utility Credit Resolution	PENDING



CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 8157

DATE: May 22, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Althea Philord-Bradley, Director of Finance & Accounting

RE: First Public Hearing Fiscal Year 2020-2021 Budget

PURPOSE: To receive public comments on the proposed fiscal year 2020-2021 budget.

REASON: Pursuant of Georgia Code, Section 36-815(e), the local government shall publish in a newspaper of general circulation in the local unit a statement advising the residents of the availability of the budget and also give notice of the time and place of the budget meeting (public hearing). The notice may be a displayed advertisement or news article, not displayed in the legal notices section of the paper, and shall be published at least one (1) week before the budget hearing. Said notice and statement appeared in the South Fulton Neighbor on May 20, 2020, May 27, 2020 and will run on June 3, 2020 and June 10, 2020 to properly advise the residents that the public hearings will be held on Monday, June 1, 2020 and Monday, June 15, 2020 at 7:30 p.m.

RECOMMENDATION: After hearing public comments the City Manager requests that the Mayor and Council consider taking action on the fiscal year 2020-2021 Council Approved Budget.

BACKGROUND: Budget workshop sessions were held on April 8, 2020; April 15, 2020; April 21, 2020; April 22, 2020; April 29 & May 6, 2020 to review each departmental budget. The Mayor and Council proposed for fiscal year 2020-2021 budget for the General Fund is \$30,281,400 and \$99,680,783 for all Enterprise and other funds respectively.

COST TO THE CITY: \$129,962,183

BUDGETED ITEM: Based on Mayor and Council action.

REVENUE TO CITY: \$129,962,183

CITY COUNCIL HEARING DATE: June 01, 2020

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: None.

AFFECTED AGENCIES: All City departments.

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: None.

REQUIRED CHANGES TO WORK PROGRAMS: None.

STAFF: Terrence Moore, City Manager
Althea Philord-Bradley, Department of Finance & Accounting

ATTACHMENTS:

- FY2020-2021 Proposed Budget (PDF)

Review:

- Althea Philord-Bradley Completed 05/27/2020 9:54 PM
- Rosylene Robinson Completed 05/28/2020 12:25 PM
- Terrence R. Moore Completed 05/28/2020 2:13 PM
- Mayor & City Council Pending 06/01/2020 7:30 PM

**City of College Park
Budget for Fiscal Year 2020-2021**

Revenue:	Proposed Budget
General Fund	\$ 30,281,400
Confiscated Drugs	10,000
State Drugs	14,000
E911	875,869
TSPLOST	2,000,000
GICC Special District	121,650
Hospitality	10,999,730
Car Rental	5,203,902
Water and Sewer	8,592,054
Electric	36,104,136
Golf Course	249,935
Sanitation	2,308,495
Convention Center	14,244,150
GICC Arena	6,064,627
FAA	3,300,600
BIDA	8,786,022
Storm Water	805,613
Total Revenues	\$ 129,962,183

Expenses:	Proposed Budget
General Fund	\$ 30,281,400
Confiscated Drugs	10,000
State Drugs	14,000
E911	875,869
TSPLOST	2,000,000
GICC Special District	121,650
Hospitality	10,999,730
Car Rental	5,203,902
Water and Sewer	8,592,054
Electric	36,104,136
Golf Course	249,935
Sanitation	2,308,495
Convention Center	14,244,150
GICC Arena	6,064,627
FAA	3,300,600

BIDA	8,786,022
Storm Water	805,613
Total Expenses	\$ 129,962,183

Net Gain (Loss) -



CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 8160

DATE: May 27, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Danielle Matricardi, City Attorney

RE: Clayton County 2020 SPLOST IGA

PURPOSE: Consideration of and action on a request for approval of the 2020 Special Purpose Local Option Sales Tax (SPLOST) Intergovernmental Agreement (IGA) between the City of College Park, Clayton County, and all municipalities located in Clayton County.

REASON: The law provides two methods for determining the distribution of SPLOST funds and the selection of SPLOST projects. One method of determining the project list and the distribution of revenue to finance the selected projects is through an intergovernmental agreement. The 2020 SPLOST IGA, includes the projects for Clayton County and the qualified municipalities. Additionally, it provides a distribution schedule for the SPLOST funds, which is based on population. Under the IGA, College Park will receive approximately 0.49% (\$1,372,181.00) of the projected SPLOST revenue. The SPLOST referendum will be held on June 9, 2020, and if approved, the SPLOST will become effective on the first day of January, 2021.

RECOMMENDATION: Approval.

COST TO CITY: \$0

BUDGETED ITEM: N/A

REVENUE TO CITY: Approximately \$1,372,181.00

CITY COUNCIL HEARING DATE: June 1, 2020

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: Clayton County, City of Forest Park, City of Riverdale, City of Morrow, City of Lovejoy, City of Lake City, and City of Jonesboro.

ATTACHMENTS:

- 2020 SPLOST Intergovernmental Agreement (w city-county edits) (Final2) (DOCX)
- Exhibit A- SPLOST 2020 County Project Cost Recommendations-Final (PDF)
- Exhibit A- SPLOST 2020 City Projects 2-6-20 (PDF)
- Exhibit A- riverdale projects (PDF)

Review:

- Danielle Matricardi Completed 05/27/2020 1:49 PM
- Rosyline Robinson Completed 05/27/2020 5:37 PM
- Althea Philord-Bradley Completed 05/28/2020 12:19 AM
- Terrence R. Moore Completed 05/28/2020 2:14 PM
- Mayor & City Council Pending 06/01/2020 7:30 PM

STATE OF GEORGIA

COUNTY OF CLAYTON

INTERGOVERNMENTAL AGREEMENT FOR THE USE AND DISTRIBUTION OF
PROCEEDS FROM THE 2021 SPECIAL PURPOSE LOCAL OPTION SALES TAX FOR
CAPITAL OUTLAY PROJECTS

THIS AGREEMENT is made and entered this the ___ day of _____ 2020 by and among Clayton County, Georgia, a political subdivision of the State of Georgia (the "County"), and the City of College Park, the City of Jonesboro, the City of Riverdale, the City of Lovejoy, the City of Forest Park, the City of Lake City, and the City of Morrow, municipal corporations of the State of Georgia (the "Municipalities", individually and collectively);

WHEREAS, O.C.G.A. §48-8-110 et seq. (the "Act"), authorizes the levy of a one percent County Special Purpose Local Option Sales Tax (the "SPLOST") for the purpose of financing capital outlay projects for the use and benefit of the County and qualified municipalities within the County; and

WHEREAS, the County and Municipalities met to discuss possible projects for inclusion in the SPLOST referendum on the 3rd day of January, 2020, in conformance with the requirements of O.C.G.A. § 48-8-111 (a), notice of which meeting was furnished by the County to the Mayor of each Municipality at least ten days prior to the date of the meeting; and

WHEREAS, the County and the Municipalities have negotiated a division of the SPLOST proceeds as authorized by the Act.

NOW, THEREFORE, in consideration of the mutual promises and understandings made in this Agreement, and for other good and valuable consideration, the County and the Municipalities consent and agree as follows:

Section 1. Representations and Mutual Covenants

- A. The County makes the following representations and warranties which may be specifically relied upon by all parties as a basis for entering into this Agreement:
- (i) The County is a political subdivision duly created and existing under the Constitution of the State of Georgia;
 - (ii) The governing authority of the County is duly authorized to execute, deliver and perform this Agreement; and
 - (iii) This Agreement is a valid, binding, and enforceable obligation of the County; and
 - (iv) The County will take all actions necessary to call an election to be held in all voting precincts in the County on the 9th day of June, 2020 for the purpose of submitting to the voters of the County for their approval, the question of whether or not a SPLOST shall be re-imposed on all sales and uses within the special district of Clayton County for a period of twenty four (24) quarters, commencing on the 1st day of January, 2021, to raise an estimated \$280,036,816.00 to be used for funding the projects specified in Exhibit "A" attached hereto.
- B. Each of the Municipalities makes the following representations and warranties which may be specifically relied upon by all parties as a basis for entering into this Agreement:
- (i) Each Municipality is a municipal corporation duly created and existing under the Laws of the State of Georgia;

- (ii) The governing authority of each Municipality is duly authorized to execute, deliver and perform this Agreement;
 - (iii) This Agreement is a valid, binding, and enforceable obligation of each Municipality;
 - (iv) Each Municipality is a qualified municipality as defined in O.C.G.A. §48-8-110 (4); and
 - (v) Each Municipality is located entirely or partially within the geographic boundaries of the special tax district created in the County.
- C. It is the intention of the County and Municipalities to comply in all respects with O.C.G.A §48-8-110 et seq. and all provisions of this Agreement shall be construed in light of O.C.G.A. §48-8-110 et seq.
- D. The County and Municipalities agree to promptly proceed with the acquisition, construction, equipping and installation of the projects specified in Exhibit "A" of this Agreement and in accordance with the priority order referenced in Section 8 of this Agreement.
- E. The County and Municipalities agree that each approved SPLOST project associated with this Agreement shall be maintained as a public facility and in public ownership. If ownership of a project financed pursuant to this Agreement is transferred to private ownership within 10 years of the SPLOST expiration, the proceeds of the sale shall, for the purposes of this Agreement, be deemed excess funds. Any excess funds of the County or municipalities shall be disposed of as provided under O.C.G.A §48-8-121 (g)(2).

- F. The Parties agree that the allocation of the SPLOST distribution shall be as shown on Exhibit “B” attached hereto.
- G. The County and Municipalities agree to maintain thorough and accurate records concerning receipt of SPLOST proceeds and expenditures for each project undertaken by the respective County or Municipality as required fulfilling the terms of this Agreement.

Section 2. Conditions Precedent

- A. The obligations of the County and Municipalities pursuant to this Agreement are conditioned upon the adoption of a resolution of the County calling for the reimposition of the SPLOST in accordance with the provisions of O.C.G.A. §48-8-111 (a).
- B. This Agreement is further conditioned upon the approval of the proposed reinposition of the SPLOST by the voters of the County in a referendum to be held in accordance with the provisions of O.C.G.A §48-8-111 (b) through (e).
- C. This Agreement is further conditioned upon the collection of the SPLOST revenues by the State Department of Revenue and the transferring of same to the County.

Section 3. Effective Date and Term of the Tax

The SPLOST, subject to approval in an election to be held on June 9, 2020, shall be reimposed for a period of six (6) years with collections beginning on the expiration of the SPLOST now in effect.

Section 4. Effective Date and Term of this Agreement

This Agreement shall commence upon the date of its execution and shall terminate upon the later of:

- A. The official declaration of the failure of the election described in this Agreement;
- B. The expenditure by the County and all of the Municipalities of the last dollar of money collected from the SPLOST after the expiration of the SPLOST; or
- C. The completion of all projects described in Exhibit "A".

Section 5. County SPLOST Fund; Separate Accounts; No Commingling

- A. A special fund or account shall be created by the County and designated as the 2021 Clayton County Special Purpose Local Option Sales Tax Fund ("SPLOST Fund"). The County shall select a local bank which shall act as a depository and custodian of the SPLOST Fund upon such terms and conditions as may be acceptable to the County.
- B. Each Municipality shall create a special fund to be designated as the 2021 City of Riverdale Special Purpose Local Option Sales Tax Fund, the 2021 City of Morrow Special Purpose Local Option Sales Tax Fund, the 2021 City of College Park Special Purpose Local Option Sales Tax Fund, the 2021 City of Jonesboro Special Purpose Local Option Sales Tax Fund, the 2021 City of Lake City Special Purpose Local Option Sales Tax Fund, the 2021 City of Lovejoy Special Purpose Local Option Sales Tax Fund, and the 2021 City of Forest Park Special Purpose Local Option Sales Tax Fund. Each Municipality shall select a local bank which shall act as a depository and custodian of the SPLOST proceeds received by each Municipality upon such terms and conditions as may be acceptable to the Municipality.
- C. All SPLOST proceeds shall be maintained by the County and each Municipality in the separate accounts or funds established pursuant to this Section. Except as provided in Section 6, SPLOST proceeds shall not be commingled with other funds of the County or

Municipalities and shall be used exclusively for the purposes detailed in this Agreement. No funds other than SPLOST proceeds shall be placed in such funds or accounts.

Section 6. Procedures for Disbursement of SPLOST Proceeds

A. Upon receipt by the County of SPLOST proceeds collected by the State Department of Revenue, the County shall immediately deposit said proceeds in the SPLOST Fund. The monies in the SPLOST Fund shall be held and applied to the cost of acquiring, constructing and installing the County capital outlay projects listed in Exhibit "A" and as provided in paragraph B of this Section.

B. The County, following deposit of the SPLOST proceeds in the SPLOST Fund, shall, after application of SPLOST proceeds in accordance with County Resolution 2020-13 paragraph B(5) (if bonds are issued), within 10 business days, disburse the SPLOST proceeds due to each Municipality according to the distribution in Exhibit "B". The proceeds shall be deposited in the separate funds established by each Municipality in accordance with Section 5 of this Agreement.

C. Should any Municipality cease to exist as a legal entity before all funds are distributed under this Agreement, that Municipality's share of the funds subsequent to dissolution shall be paid to the County as a part of the County's share unless an act of the Georgia General Assembly makes the defunct Municipality part of another successor Municipality. If such an act is passed, the defunct Municipality's share shall be paid to the successor Municipality in addition to all other funds to which the successor Municipality would otherwise be entitled.

Section 7. Projects

All capital outlay projects, to be funded in whole or in part from SPLOST proceeds, are listed in Exhibit "A" which is attached hereto and made part of this Agreement.

Section 8. Priority and Order of Project Funding

Projects shall be fully or partially funded and constructed in accordance with the schedule found in Exhibit "A" of this Agreement. Except as provided in Paragraph B and Paragraph C of Section 9 of this Agreement, any change to the priority or schedule must be agreed to in writing by all parties to this Agreement.

Section 9. Completion of Projects

A. The County and Municipalities acknowledge that the costs shown for each project described in Exhibit "A" are estimated amounts.

B. If a County project has been satisfactorily completed at a cost less than the estimated cost listed for that project in Exhibit "A", the County may apply the remaining unexpended funds to any other County project in Exhibit "A".

C. If a Municipal project has been satisfactorily completed at a cost less than the estimated cost listed for that project in Exhibit "A", the Municipality may apply the remaining unexpended funds to any other project included for that Municipality in Exhibit "A".

D. The County and Municipalities agree that each approved SPLOST project associated with this Agreement shall be completed or substantially completed within five years of the termination of the SPLOST. Any SPLOST proceeds held by a County or Municipality at the end of the five-year period shall, for the purposes of this Agreement, be deemed excess funds and disposed of as provided under O.C.G.A. §48-8-121 (g)(2).

Section 10. Certificate of Completion.

Within thirty (30) days after the acquisition, construction or installation of a municipal project listed in Exhibit "A" is completed, the Municipality owning the project shall file with the County a Certificate of Completion signed by the mayor or chief elected official of the respective Municipality, setting forth the date on which the project was completed, and the final cost of the project.

Section 11. Expenses.

The County shall administer the SPLOST Fund to effectuate the terms of this Agreement and shall be reimbursed for the actual costs of administration of the SPLOST Fund. Furthermore, the County and Municipalities shall be jointly responsible on a per capita basis for the cost of holding the SPLOST election. The County shall be reimbursed for the costs of the election including the Municipalities' share of such costs out of SPLOST proceeds deposited in the SPLOST Fund.

Section 12. Audits

A. During the term of this Agreement, the distribution and use of all SPLOST proceeds deposited in the SPLOST Fund and each Municipal Fund shall be subjected to agreed-upon procedures annually by an independent certified public accounting firm in accordance with O.C.G.A. §48-8-121(a)(2). The County and each Municipality receiving SPLOST proceeds shall be responsible for the cost of their respective audits. The County and the Municipalities agree to cooperate with the independent certified public accounting firm performing any agreed upon procedures by providing all necessary information.

B. Each Municipality shall provide the County with a copy of its audit, containing a schedule of the distribution and use of the SPLOST proceeds by the Municipality.

Section 13. Notices.

All notices, consents, waivers, directions, requests or other instructions or communications provided for under this Agreement shall be deemed properly given when delivered personally or sent by registered or certified United States mail, postage prepaid, as follows:

Clayton County Board of Commissioners
Chairman
112 Smith Street
Jonesboro, GA 30236

City of Jonesboro
Mayor
124 North Avenue
Jonesboro, GA 30236

City of Forest Park
Mayor
745 Forest Parkway
Forest Park, GA 30297

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

City of Lovejoy
Mayor
P.O Box 220
Lovejoy, GA 30250

City of Lake City
Mayor
5535 North Parkway
Lake City, GA 30260

City of Riverdale
Mayor
7200 Church Street
Riverdale, GA 30274

City of Morrow
Mayor
1500 Morrow Road
Morrow, GA 30260

Section 14. Entire Agreement

This Agreement, including any attachments or exhibits, constitutes all of the understandings and agreements existing among the County and the Municipalities with respect to distribution and use of the proceeds from the SPLOST. Furthermore, this Agreement supersedes all prior agreements, negotiations and communications of whatever type, whether written or oral, among the parties hereto with respect to distribution and use of said SPLOST.

Section 15. Amendments

This Agreement shall not be amended or modified except by agreement in writing executed by the governing authorities of the County and the Municipalities.

Section 16. Governing Law

This Agreement shall be deemed to have been made and shall be construed and enforced in accordance with the laws of the State of Georgia.

Section 17. Severability

Should any phrase, clause, sentence, or paragraph of this Agreement be held invalid or unconstitutional, the remainder of this Agreement shall remain in full force and effect as if such invalid or unconstitutional provision were not contained in this Agreement unless the elimination of such provision detrimentally reduces the consideration that any party is to receive under this Agreement or materially affects the operation this Agreement.

Section 18. Compliance with Law

The County and the Municipalities shall comply with all applicable local, State, and Federal statutes, ordinances, rules and regulations.

Section 19. No Consent to Breach

No consent or waiver, express or implied, by any party to this Agreement, to any breach of any covenant, condition or duty of another party shall be construed as a consent to or waiver of any future breach of the same.

Section 20. Counterparts

This Agreement may be executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

Section 21. Mediation

The County and Municipalities agree to submit any controversy arising under this Agreement to mediation for a resolution. The parties to the mediation shall mutually select a neutral party to serve as mediator. Costs of mediation shall be shared equally among the parties to the mediation.

IN WITNESS WHEREOF, the County and the Municipalities acting through their duly authorized officials have caused this Agreement to be signed, sealed and delivered for final execution by the County on the date indicated herein.

Clayton County, Georgia

By: _____

Jeffrey E. Turner, Chairman

(Seal)

Attest:

Brenda B. James, Clerk

City of Forest Park, Georgia

By: _____

Angelyne Butler, Mayor

(Seal)

Attest:

City Clerk

City of Morrow, Georgia

By: _____

John Lampl, Mayor

(Seal)

Attest:

Andrea Yates, City Clerk

City of Riverdale, Georgia

By: _____
Dr. Evelyn Wynn-Dixon, Mayor
(Seal)

Attest:

Sylvia Vaughan, City Clerk

City of Lake City, Georgia

By: _____
Ronald Dodson, Mayor
(Seal)

Attest:

City Clerk

City of Lovejoy, Georgia

By: _____

Bobby Cartwright, Mayor

(Seal)

Attest:

Marie Burnham, City Clerk

City of College Park

By: _____
Bianca Motley Broom, Mayor
(Seal)

Attest:

Shavala Moore, City Clerk

City of Jonesboro, Georgia

By: _____

Joy B. Day, Mayor

(Seal)

Attest:

Ricky L. Clark, Jr., City Manager

EXHIBIT "A"

EXHIBIT "B"

Projected Revenue **\$280,036,816**

City	Pop %	Amount
Forest Park	7.12%	\$ 19,938,621
Riverdale	5.83%	16,326,146
Morrow	2.48%	6,944,913
Lovejoy	2.48%	6,944,913
Lake City	1.01%	2,828,372
College Park	0.49%	1,372,181
Jonesboro	1.82%	5,096,670
County	78.77%	\$220,585,000
Total		\$280,036,816

Department or Agency	Project Name	Project Description/Justification	Project Cost	Recommended Proposed Change
Board of Commissioners				
Board of Commissioners	County Administration Building	Design and build a County Administration building. The facility will assist in increased efficiency and effectiveness of services by consolidating departments located in several buildings. In addition to the Board of Commissioners offices, centralized services such as Human Resources, Legal, Finance, and other compatible departments/services could be housed under one roof. Approximate square footage of 85,000 with a parking deck (300 vehicles). Funding would include scope development and architectural design.	40,000,000.00	\$40,000,000.00
Board of Commissioners	Pedestrian Bridges	Provide two pedestrian walkways over heavily traveled roads	6,000,000.00	\$ 4,000,000.00
Board of Commissioners	Clayton Center Mental Health Infrastructure.	This project will provide funding for land acquisition, design, construction, and/or equipping of a mental health, developmental disabilities and substance use disorders facility project and/or renovations, improvements, additions to, and equipping of an existing facility so as to provide a facility for individuals with mental health, behavior disorders, developmental disabilities and potentially co-occurring addictive disease(s).	15,000,000.00	\$ 7,000,000.00
Board of Commissioners	Clayton Center Crisis Stabilization Unit or Behavioral Health Crisis Center	Crisis Stabilization Units are a free-standing facility where patients with urgent or emergency psychiatric needs can receive crisis stabilization services in a safe, structured manner with continuous 24-hour observation and supervision. Patients who do not require intensive clinical treatment in an inpatient setting can be medically monitored, stabilized, and/or undergo detoxification from drugs or alcohol in a short-term residential program. The primary objective of the CSU is to promptly conduct a comprehensive assessment of the patient and to develop a treatment plan with emphasis on crisis intervention services necessary to restore the patient to a level of functioning that requires a less restrictive level of care. Individuals are usually discharged in five or fewer days and are referred to a provider for outpatient services. There currently exists a need for a psychiatric emergency services program in Clayton County to not only immediately address mental health crisis situations, but also provide referrals and create proper treatment plans for follow up care. A CSU in Clayton County would relieve burden on not only SRMC emergency and inpatient services, police and emergency responders, but also reduce the need for patients to be transferred to other hospitals or CSUs away from their homes and providers. By providing a setting to holistically address a patient's needs and set patients on a path towards after-care and recovery we can hope to prevent future occurrences of mental health crises.	7,000,000.00	\$ 5,000,000.00
	School System Arena	The project would call for additional seating and a parking deck for the arena. The additional funding would call for the site to be a collaborative partnership allowing opportunities for the County to utilize the site for County sanctioned events.		\$ 10,000,000.00
Buildings and Maintenance				
Buildings and Maintenance	Justice Complex Roof Replacement	The Harold Banke Justice Complex opened in 2000. The roof system is showing significant wear and in areas has begun leaking. These leaks will continue to get worse and could result in air quality concerns for the staff and occupants.	1,000,000	\$ 500,000.00
Buildings and Maintenance	Justice Complex Electrical System Upgrade	The existing electrical system is undersized for current use. The system trips during storms and is leading to potential issues with security. Updating the electrical system will ensure the facility is running smoothly for the next 20 years.	500,000	\$ 250,000.00
Buildings and Maintenance	Rex Park Facility Update	The storage facility and both concession stand/restroom facilities at Rex Park need to be replaced. The maintenance facility has a leaky roof, the concession stands have roofs that have met life expectancy. The plumbing is beginning to have issues and the hvac is reaching life. Replacement will create an opportunity to update the look and feel of the park as well as create an opportunity to reassess our program.	1,750,000	\$ 250,000.00
Buildings and Maintenance	Justive Center HVAC Replacement	The Harold Banke Justice Complex opened in 2000. The HVAC system is original to the building and includes both a chiller and a cooling tower. These components have a typical life expectancy of 20-25 years. The cooling tower is showing significant signs of wear. We expect a failure to occur with the existing equipment within the next 5-10 years.	750,000	\$ 500,000.00
Buildings and Maintenance	Justice Complex Sewer System Upgrade	When the sewage system was originally designed, there was not sewer on Tara BLVD close enough to gravity feed. This caused the engineers to have to add a lift station and sewage grinders to the system. Sewer has been expanded into the area that we can now tie in to the existing gravity fed system. This would allow us to remove the lift station and replace the sewage grinders with a more efficient, resilient, and less costly system.	1,000,000	\$ -

Buildings and Maintenance	Morrow-Lake City Park	The Concession stand/Restroom facility at Morrow-Lake City Park is sinking. There are inch wide settling cracks in the building and it will soon become hazardous for occupation. Replacing the existing building with a new facility will allow programs to continue at the park and potentially allow for a growth in programming.	1,750,000	\$	200,000.00
Buildings and Maintenance	Annex 3 HVAC Replacement	The HVAC system at the Annex 3 building is approaching end of life. This replacement will ensure proper ventilation for the next two decades.	150,000	\$	150,000.00
Buildings and Maintenance	Rum Creek Park Restoration	The facilities at Rum Creek Park have exceeded life. The second story of the concession stand building has deteriorated to the point that is can no longer be repaired due to rot and structural failure. The downstairs area of the same building is not sufficient to meet the needs of the public using the facility. The "Dog House" is also showing signs of settling and wear. Replacement of these facilities will create a safe long term space for the Parks program to facilitate sports activities at the Park.	1,500,000.00	\$	250,000.00
Buildings and Maintenance	Annex 2 HVAC Replacement	The HVAC system at the Annex 2 building is approaching end of life. This replacement will ensure proper ventilation for the next two decades.	150,000	\$	150,000.00
Buildings and Maintenance	Annex 2 Flat Roof Restoration	The shingles on the historic courthouse were replaced many years ago. The flat roof section of the Annex was not modified at that time. There are some leaks beginning to work their way through the roof now. Restoring the roof will give us another 15 years worth of life out of the roof without the cost of replacement.	200,000	\$	150,000.00
Buildings and Maintenance	Police Department Headquarters HVAC Replacement	The HVAC system at the Police Department Headquarters building is approaching end of life. This replacement will ensure proper ventilation for the next two decades.	150,000	\$	150,000.00
Buildings and Maintenance	Harold Banke Justice Complex Courtside Flooring Replacement	The carpet and other flooring finishes in the Courtside of the Justice Complex are original to the building. The carpet is showing thread wear and will begin to split causing potential trip hazards. The flooring is also very worn and faded due to excessive traffic. Replacement of the flooring finishes will bring a new life to the facility and create a stronger aesthetic appeal.	1,500,000	\$	750,000.00
Buildings and Maintenance	Annex 3 Window Sealing	The windows on Annex 3 have begun to lose their sealing which allows moisture into the building. Over time, this will create an environment for mold to grow. By resealing the windows, we can extend the life of the building by several decades.	120,000	\$	120,000.00
Buildings and Maintenance	Steve Lunquist Aquatics Center Roof Restoration	The roof on the Aquatics Center is showing signs of wear. We have a few leaks and expect more to come. The restoration should extend the life of the roof for another 15 years.	200,000	\$	200,000.00
Buildings and Maintenance	Virginia Stephens House Structural Restoration	The Stephens House has had significant settling issues and needs reinforcement. Additionally, we would like to shore up the second floor space to ensure all safety concerns.	250,000	\$	250,000.00
Buildings and Maintenance	Fleet Maintenance Facility Expansion	The existing Fleet Maintenance garage is too small to meet the growing demands of supporting the vehicle needs of Clayton County Government. This expansion would add an additional bay and much needed storage space.	1,000,000	\$	750,000.00
Buildings and Maintenance	Shellnut Building Renovation	The Shellnut building houses the Kinship program. The building itself is in good shape with a fairly new roof and updated hvac system. This renovation will allow the program to use the existing basement space for additional programs like the food pantry, summer camp, tutoring, etc. Additionally, this renovation will update the electrical system in the building. The basement renovation will add almost 10,000 square feet of programmable space to Kinship while also providing a more efficient layout in the existing space.	650,000	\$	500,000.00
Buildings and Maintenance	Reynolds Nature Reserve Facility Upgrades	The restroom facility needs external walls replaced. The storage facility needs to be replaced. And the historic barn needs some repairs.	300,000	\$	200,000.00
Buildings and Maintenance	Annex 3 Door Replacement	The pivots and hinges on doors entering the building have worn out and are increasingly taking maintenance to work. The doors will cause security concerns if not addressed in the next few years. The doors and hardware are old and not still fabricated so replacement is the recommended course of action.	100,000	\$	100,000.00
Buildings and Maintenance	Frank Bailey Senior Center Flooring Replacement	The carpet and other flooring in the Frank Bailey Senior Center is stained and dingy. Replacing the carpet and other flooring will present a cleaner look for the building and project a fresher cosmetic appeal for the facility.	175,000	\$	100,000.00
Buildings and Maintenance	Charlie Griswell Flooring Replacement	The carpet and other flooring in the Charlie Griswell Senior Center is stained and dingy. Replacing the carpet and other flooring will present a cleaner look for the building and project a fresher cosmetic appeal for the facility.	175,000	\$	100,000.00
Buildings and Maintenance	Police Department Regional Training Academy	The Police Academy is housed in the basement of Police Headquarters. In the current location there is no space for growth and staff have to move between the gun range in Lovejoy and classroom space in Jonesboro. Building an Academy at the gun range will allow us to update the existing range, which is used by other agencies including Federal agencies, as well as build a facility we can showcase for recruitment and growth of our public safety officials. This synergy will make for a safer Clayton County.	7,500,000.00	\$	3,000,000.00

Buildings and Maintenance	T&D Government Circle Complex	Transportation and Development staff currently work out of multiple ad hoc buildings without a central meeting space. Each building has had multiple renovations and is in need of further modification and major equipment overhaul to ensure efficiency. Demolishing the existing buildings and bringing the staff under one roof will promote greater efficiency.	5,000,000,	\$	-
Buildings and Maintenance	Frank Bailey Senior Center HVAC Replacement	The Frank Bailey Senior Center opened in 2002. The HVAC system is original to the building. Commercial chillers are expected to last for 20-25 years and we did a major overhaul of the equipment in 2019. We expect to have to replace the chiller within the next 10 years.	125,000	\$	125,000.00
Corrections Department					
Corrections Department	Replacement Prison Transport Vans	Replacement of five (5) Prison Transport Vans and equipment.	233,090	\$	115,000.00
Fire & Emergency Services					
Fire & Emergency Services	CCFES Aerial Replacement Program	This program seeks to replace four (4) aerial ladders due to age, use, and the need to create a reserve fleet for aeriels. Clayton County Fire & Emergency Services currently staffs fourteen (14) fire stations on a full time basis with number fifteen under construction. Each one of these stations is staffed with an engine or combination engine/aerial. The National Fire Protection Association regulates the provision of fire services and has set forth standards for the deployment of fire apparatus. Additionally, ISO or the Insurance Services Organization, rates fire departments on their adherence to these standards and issues a rating based on that evaluation. • That rating is used to set the insurance rates for businesses and citizens within the area served by CCFES. In order to meet the standards of both, CCFES deploys four (4) first out 75aE™ aeriels and one (1) 100aE™ aerial platform. Due to mechanical issues and cost of replacement, the department currently has one (1) reserve aerial unit in service, which is not sufficient to account for routine maintenance and ensure service does not suffer due to mechanical failure.	4,000,000	\$	4,000,000.00
Fire & Emergency Services	Fire Station 3 Remodel	Fire Station #3 was constructed shortly after the department hired its first female firefighter and did not account for a diverse workforce. Since that time, CCFES has led the way in hiring a diverse workforce and is now approaching a staff that is nearly 1/3 female. Station #3 does not have separate restroom/shower facilities for male and female employees. In addition, it still has the barrack style sleeping quarters where all 12 employees sleep in one small room as shown in the attached image. Remodeling this station with a modernized facility commensurate with our workforce, will allow us to accommodate the needs of our male and female employees.	750,000.00		
Fire & Emergency Services	Fire Station 2 Replacement	Fire Station #2 was constructed before the department hired its first female firefighter and did not account for a diverse workforce. Since that time, CCFES has led the way in hiring a diverse workforce and is now approaching a staff that is nearly 1/3 female. Station #1 does not have separate restroom/shower facilities for male and female employees. In addition, it still has the barrack style sleeping quarters where all 11 employees sleep in one small room as shown in the attached image. Replacing this station with a modernized facility commensurate with our workforce, will allow us to accommodate the needs of our male and female employees.	4,000,000	\$	4,000,000.00
Fire & Emergency Services	Public Safety Water Rescue Training Center	This program seeks to add a first of its kind water rescue training center for all public safety use. This facility will be located at the regional training center and will provide critical training in the areas of dive rescue, shallow water vehicle extrication, water rescue victim removal, and joint fire/law enforcement water rescue training in a clean water environment. Currently, this training must be conducted in lakes, which create a safety hazard for our employees. This simulator will benefit both CCFES and CCPD, as well as, serve a need for the region as a whole as the only water rescue simulator north of the Public Safety Training Center in Forsyth.	500000*	\$	450,000.00

Fire & Emergency Services	CCFES Ambulance Replacement	This program seeks to replace four (4) Ambulances due to age and safety. Currently, CCFES responds to more than 50,000 calls for service each year. The wear and tear that is put on our cruent fleet of ambulances is out-pacing our ability to replace and or maintain them. The National Fire Protection Association regulates the provision of fire and EMS services and has set forth standards for the deployment of EMS apparatus. Additionally, ISO or the Insurance Services Organization, rates fire departments on their adherence to these standards and issues a rating based on that evaluation. That rating is used to set the insurance rates for businesses and citizens within the area served by CCFES.	1,000,000.00		
Fire & Emergency Services	Fire Station 10 Remodel	Fire Station #10 was constructed as the department hired its first female firefighter and did not account for a diverse workforce. Since that time, CCFES has led the way in hiring a diverse workforce and is now approaching a staff that is nearly 1/3 female. Station #10 does not have separate restroom/shower facilities for male and female employees. In addition, it still has the barrack style sleeping quarters where all 7 employees sleep in one small room as shown in the attached image. Remodeling this station with a modernized facility commensurate with our workforce, will allow us to accommodate the needs of our male and female employees.	750,000		
Fire & Emergency Services	Replacement for Fire Station 1	Fire Station #1 is located adjacent to Southern regional Medical Center and serves as the hub for EMS Operations, the department's pharmacy, and houses 12 personnel. This station was constructed before the department hired its first female firefighter and did not account for a diverse workforce. Since that time, CCFES has led the way in hiring a diverse workforce and is now approaching a staff that is nearly 1/3 female. Station #1 does not have separate restroom/shower facilities for male and female employees. In addition, it still has the barrack style sleeping quarters where all 12 employees sleep in one small room as shown in the attached image. Replacing this station with a modernized facility commensurate with our workforce, will allow us to accommodate the needs of our male and female employees. Additionally, an updated, technologically secure pharmacy will help us cut costs and secure medications for our growing EMS operations.	5,000,000	\$	5,000,000.00
Information Technology					
Information Technology	County Network Infrastructure Replacement	The county's Cisco data and telecommunications network infrastructure was purchased in 2010. All of the equipment has reached manufacturer's end of support/end of life and will need to be replaced to ensure the county operations continue uninterrupted.	2,000,000	\$	2,000,000.00
Information Technology	Public Safety Radio System - Portable and Mobile Radio Replacements	All of the county's public safety portable (hand held) and mobile (installed in vehicles) were purchased in 2014-2015. Motorola Solutions has designated our models to be end of support/end of life and will only provide repairs if the parts are available for the next 24 months. These radios will need to be replaced to ensure our public safety departments maintain critical communications.	7,000,000	\$	5,000,000.00
Library Services					
Library Services	Library Construction - District 1	The Rex area of Clayton County would benefit from a Library in the area. The request comes to support additional services that will compliment other government services at the Anvil Block government complex. The location is growing in population and would benefit greatly from the addition of library services to include youth programming, career services, and workforce development.	8,000,000.00	\$	7,000,000.00
Parks & Recreation					
Parks & Recreation	Greenspace Acquisition	Continue the recommendation from the 2015 Green-space Master plan involving destination accessibility for alternate means of transportation, acquisition Green-space tracts, and walk-able communities. Green-space tracts will include, park managed woodlands, forestry areas, and trails.	20,000,000.00	\$	10,000,000.00
Parks & Recreation	Park Maintenance Fleet Equipment	Replacement of all outdated and obsolete mowers, gators, tractors, Bush-hogs, etc. The current fleet of maintenance equipment is outdated and close to reaching its lifespan. New equipment would require less man hours to complete maintenance tasks and ultimately save county funds for something other than maintaining outdated equipment.	775,000.00	\$	400,000.00
Parks & Recreation	Technology Enhancements	Acquire and enhance technology in the Parks & Recreation Facilities. This consist of but not limited to Virtual Reality Technology, Modern day game room, indoor / outdoor exercise equipment and interactive gaming / exercise equipment.	1,500,000.00	\$	250,000.00

Parks & Recreation	Park Improvements	This funding will be used to improve the playing conditions in the Parks & Recreation Facilities. This will include but not limited to New LED Field Lighting, Field Fencing and Restroom facilities. The parks will have new fencing installed. Ballfields will have playing fields renovated. Ballfield Lighting will be replaced with LED Lighting. All Soccer Goals will be replaced.	10,000,000.00	\$	4,000,000.00
Parks & Recreation	Playground Remodel and Replacements	Replace or remodel Clayton County Parks & Recreation Playgrounds with Modern, State of the Art equipment and surfacing	5,000,000.00	\$	1,500,000.00
	VIP/Amphitheater (Phase2)	Continued renovation to the VIP Complex to include viewing suites and adding stage and dressing room for entertainment and concerts at International Park.	5,000,000.00	\$	5,000,000.00
Police Department					
Police Department	Funding for Bell 407GX Helicopter	The Aviation Unit currently operates two (2) helicopters. One is a 1990 Bell 206L3 purchased in 1996. The other is a 1971 Bell OH58C that was transferred from the Department of Defense (DOD) in 1996 under the Law Enforcement Support Office (LESO) 1122 Program as a surplus aircraft. Because this is a surplus aircraft, under the current program, when we no longer operate this helicopter, it must be returned to LESO. The DOD no longer operates Bell OH58 helicopters. Bell no longer manufactures OH58s or its civilian counterpart, the 206. They also no longer manufacture certain replacement parts like main rotor blades. At some point in the future, we will no longer be able to economically operate our OH58 due to lack of parts or support from DOD or Bell.	5,400,000	\$	5,400,000.00
Police Department	Funding for Fixed Automated License Plate Reader System	The implementation of an automated license plate reader system will provide assistance to Uniform Patrol Division for the police department as well as the surrounding departments. An ALPR system check vehicle tags for registration and insurance violations as well as if the vehicle owner has any outstanding warrants. This information is relayed to dispatch and to officers where a traffic stop can be conducted on the vehicle. This system will help increase the number of traffic violators with issues with their tags and help law enforcement arrest individuals with outstanding warrants. Additionally, the records from the ALPR system can be utilized to cross checked with known suspect tags in criminal investigations. The ALPR systems would be strategically installed in the county where there are issues with crime and traffic. This allows it to provide assistance with traffic and criminal investigations. The Genetec Citigraf allows for a network of the cameras to allow businesses and other entities to register their cameras to where the cameras can be accessed by law enforcement remotely. Attached is a blueprint of how the Genetec Citigraf Security Center could be designed.	300,000	\$	300,000.00
Police Department	Sector 4 Precinct / Building Project	Since the late two thousands, we began the concept of having the Police Precincts fall align with the commission districts, a police precinct per district. This would allow for and help facilitate the "small town" feel and allow our citizens to get to know on a more personal basis, who works for them. This not only gives the commissioners a direct point of contact for their district, but also gives the citizens a point of contact for when issues and/or concerns arise. This process began in the mid 90s with what is now Sector 2, of which is the middle of being replaced with a new building. Basis for total anticipated cost of \$4M is due to previous precincts recently built / in progress have a total cost between 2.8M to 3.2M (they were built on county owned property). We will, most likely, have to acquire land to build precinct on, plus anticipated unknown future construction costs, which is reason for \$4M anticipated cost.	4,000,000	\$	4,000,000.00
Police Department	Bullet Trap System Project	The Clayton County Police Department Firing Range is utilized by the majority of departments with Clayton County and several outside agencies. We are requesting the installation of a bullet trap system; it will reduce the number of ricochet injuries and ricochet property damages. Current type of bullet stop implemented at the range is the dirt berm. Projectiles are fired into the berm and the berm stops and stores the bullets. Overtime, the storage of these bullets are causing "hot spots" where lead has accumulated. The hot spots are causing more ricochets, which requires mining the lead from the berm. EPA regulations direct companies who have special HAZMAT ratings do the lead mining. We've seen an increase in the amount ricochets; we've had classrooms, vehicles and personnel struck by ricochet rounds. Based on the volume of range use, a Bullet Trap System is recommended for the Range. Minimal maintenance is required; primary maintenance is corrosion control (paint, sand blasting, etc.).	1,540,000	\$	750,000.00

Police Department	Personal Patrol Vehicle (PPV) Program	<p>Studies that support the overall annual maintenance cost per vehicle is cheaper and vehicles stay in service over a longer period of time if they are assigned to an individual officer. CCPD has lost many of their officers to other surrounding agencies. Many of these officers did not leave necessarily due to an increase in pay, but they left because they were offered better benefits and take home vehicles. Many of these employees have left even to accept a pay reduction, but the added benefit of an assigned take home vehicle has offset the reduction in pay.</p> <p>We must "hot seat" our vehicles, which means they are designated as Fleet Vehicles and are driven 24 hours a day, 7 days a week. The life of these vehicles are significantly diminished as vehicles that normally would drive on average 20,000 miles a year are tripled due to operating on 3 separate shifts. Fleet vehicles are averaging 40,000 to 60,000 miles per year.</p> <p>This project is to add vehicles to the vehicles assigned to the Police Department. This is not a replacement cycle program for vehicles which is for Fleet Maintenance to implement.</p>	6,300,000	\$	3,100,000.00
Transportation & Dev.					
Transportation & Dev.	Transportation Projects	<p>Transportation projects which include road resurfacing, sidewalk, pedestrian crossings, road corridor improvements, intersection improvements, bridges, traffic signals, road signs and markings, operational and safety improvements, and associated equipment. Project needs, justification, identification, and funding are generally consistent with the Clayton County Comprehensive Transportation Plan adopted by the Board of Commissioners August 21, 2018. The request mimics the short-range tier of projects for the five year plan from 2021 to 2025 plus associated project engineering, construction management and inspection expenses.</p>	130,000,000.00	\$	55,000,000.00
Transportation & Dev.	Roadway Corridor Street Lighting Projects	<p>Street lighting program for roadway corridors. Potential projects will provide street lighting and/or pedestrian lighting along corridors that are not addressed by the County's Residential Street Light Program. Since the County's street light program is only residential based, it has been difficult for the county to obtain street lights in non-residential areas. Potential areas include commercial and industrial areas where the roadway experiences high traffic volumes, pedestrian activities, as well as being identified as a collector or higher classification roadway. Benefits include improved motorist and pedestrian safety aspects during nighttime hours and inclement weather conditions.</p>	\$5,000,000	\$	2,000,000.00
Transportation & Dev.	Winter Weather Supply Building	<p>Winter Weather supply and storage building will house salt, sand, and gravel required to treat roadways when winter storms deposit ice and snow. The facility will also house the salt brine machine as well as the snowplows and spreaders out of the elements extending the life of the equipment.</p> <p>Our current storage location is in an undersized metal building designed for equipment. Salt is beginning to corrode the building, as it was not designed for this purpose. The current location has height restrictions that will not allow the appropriate equipment to load/unload the material within the building, so the material has to be handled in a two-staged approach with smaller equipment moving the materials inside the building after it is dumped in bulk in the parking lot outside the building. Our current capacity is approximately 100 tons of each salt, sand, and gravel, for a total of 300 tons of material that essentially equates to a road treatment period of only two to three days, mainly utilizing spot treatments instead of linear treatments. After the material supply is depleted, the ordering process and supply time to reestablish adequate bulk material levels is typically a few weeks to a month, so during this replenishment time our ability to appropriately address roadway needs are at a severely diminished capacity. The proposed building will be built with appropriate components designed to house salt and the other materials. The proposed capacity is 900 tons, which is 3 times the amount we can store today. The increased capacity greatly enhances our ability to treat roads during winter weather conditions. In addition, the proposed facility will allow for more efficient operations of the salt brine component of the treatment process along with storage of the brine solution.</p>	\$500,000	\$	500,000.00

Transportation & Development	Public Safety and Service Vehicle/Equipment Replacements	Capital replacement program for public safety and service vehicles. Requested funding level is based upon a robust and proactive approach to vehicle and equipment replacements. The current yearly funding level provided for this program from a combination of 2015 SPLOST program funds and County general funds is less than half of the requested value. The vast majority of the vehicles and equipment replaced over the lifetime of the 2015 SPLOST program were reactive replacements due to major component failures, accidents, or unavailability of repair parts compared to proactive replacements. Currently, the County operates approximately 1,400 vehicles and equipment. The replacement cycles for the proposed program are: First responder vehicles at 6 years, Ambulances at 8 years, Fire Engines at 8 years, Service vehicles at 12 years, Light Equipment at 20 years, Equipment at 16 years, Heavy Equipment at 16 years, Transportation specialized vehicles at 12 years, Senior Services buses at 12 years, Prison specialized vehicles at 10 years, and Landfill equipment at 8 years. The estimated average cost per year based upon these cycles is approximately \$9,750,000.	58,500,000.00	\$	24,500,000.00
Transportation & Dev	Traffic Calming Projects	Traffic Calming program for residential streets to address vehicle speeding and roadway safety issues within subdivisions. The basis of traffic calming is to provide vertical and/or horizontal impediments in the roadway that cause a motorist to slow down. Through the County's Land Development process, newly constructed residential development can incorporate traffic calming features into the road design, however, there is not a current program to address retrofitting existing streets/developed neighborhoods. Funding for this project will assist the County in developing an applicable traffic calming program with potential seed funds for construction at numerous locations around the County. Potential traffic calming devices include traffic circles, median diverters, chicanes, curb extensions, chokers, diverter barriers, speed humps, and speed cushions.	\$5,000,000	\$	2,000,000.00
Transportation & Dev	Anvil Block Government Complex Fuel Station	The remote unleaded fuel station in the Northeast portion of the County is located at Fire Station Two located at 5329 Highway 42 in Ellenwood. Recently, the County opened their Sector 1 Police Station at 3161 Anvil Block Rd in Ellenwood. Additionally, this Anvil Block Rd government complex houses the County's Animal Control Adoption Center and the under construction District 1 Senior Center. Since most of the Fire vehicles utilize diesel fuel, the vast majority of vehicles that utilize the unleaded fuel station on Hwy 42 are other county vehicles, many housed out of the Anvil Block Rd Police building. The project will either relocate the existing above ground tank from the Hwy 42 fire station or provide a newly constructed tank at the Anvil Block government complex. The new station at Anvil Block will include new pumps and dispensers along with the appropriate monitoring equipment and operational software consistent with the County's main fuel station operation. This new location will provide updated fueling equipment as well as a more efficient and convenient operation to County vehicles in this area of the County.	\$325,000	\$	325,000.00
Transportation & Development	Remote Fuel Stations Upgrades	Capital equipment replacement at four existing remote fuel stations. Equipment includes pumps, fuel dispensers, tank monitoring equipment, and fuel management system. Most of the equipment is approaching the end of its life and is becoming increasingly difficult to repair. New equipment will ensure consistency with the County's main fuel station operation located on Government Circle. In addition, the new equipment will allow for remote monitoring of available fuel supply and other components of the fuel station and potentially components of vehicles themselves during refueling. The locations are: Fire Station #1 6375 Garden Walk Blvd, Fire Station #2 5329 Hwy 42, Fire Station #10 12554 Panhandle Rd, and Fire Station #11 7810 Highway 85	250,000.00	\$	250,000.00
TOTAL FOR ALL PROJECTS requested -- \$ 376,118,090.00			381,118,090.00	221,585,000.00	

Department or Agency	Project Name	Project Description/Justification	Project Cost

City of College Park	Georgia International Convention Center	Capital Improvements and Renovations of GICC	\$5,294,567.00
City of Forest Park	Streetscape Improvements	Infrastructure improvements - curb and gutter, drainage improvements and other improvements on various streets.	2,000,000.00
City of Forest Park	Street Resurfacing and Construction	Infrastructure Improvements throughout the City.	3,000,000.00
City of Forest Park	Building Construction	Facility Improvements at various locations	6,156,548.00
City of Forest Park	Equipment	Purchase of equipment for various departments	480,000.00
City of Forest Park	Police, Fire & EMS	Equipment and Vehicles for Police and Fire/EMS	4,268,000.00
City of Forest Park	Recreation and Leisure & Public Works	Park and Greenway Improvements	3,000,000.00
City of Forest Park	Capital Outlay	Purchase of vehicles for Public Works and Administration	480,000.00
City of Jonesboro	Real and Personal Property for Broad Street	As the first piece of the connection between Jonesboro's Main Street and Lee Street Park, the Broad Street Plaza will stimulate new activity in the downtown core and serve as a linchpin in the revitalization of the entire block Between Broad Street and Riley Way. The project consists of the improvement of landscaped areas to include parking, a pavilion and bathroom facilities. In addition, it also includes a new streetscape for Broad Street, including the removal of existing street improvements and the installation of new street and pedestrian improvements.	% of Collections
City of Jonesboro	Road, Street, Bridges and Public Infrastructure	Continued Sidewalk/Trail/Street Improvements including additions and improvements. Resurfacing/milling/repaving of existing roadway to include ROW acquisition, striping, signage, etc.	% of Collections
City of Jonesboro	Real and Personal Property for City Government Buildings including a new City Center	Based upon a recently completed Comprehensive Plan Document and Livable Centers Initiative, the city has begun work on a new City Center. The current 2,971 sq. feet building was erected in 1923 and has served as the City Hall/Administrative Office for over 15 years. Based upon the demand for City Services and needed expansion of staff, the current facility is no longer adequate. In addition to the space needs, the facility also in need of major renovations. Further, the 9,2733 sq. feet facility currently serving as the Jonesboro Police Department, Council Chambers and the Municipal Courtroom is also in a state of disrepair. The 2016 Blueprint identified the momentous opportunity to construct a new Municipal Complex to replace the existing City Hall, Police Station, Council Chambers, and Municipal Court buildings, and consolidate these functions into a single space. The site was chosen because of its proximity to Lee Street Park and its opportunity to create a landmark anchor for the area, and because it would be a highly visible and accessible location. In an effort to advance the project, the City has already assembled 95% of the property necessary for the construction of the new City Center.	% of Collections
City of Jonesboro	Streetscape Improvements	Infrastructure improvements - curb and gutter, drainage improvements and other improvements on various streets	% of Collections
City of Lake City	Public Safety	Purchase Police Vehicles and other Police Equipment to aid in providing a safe environment for the public.	500,000.00

City of Lake City	Basic Infrastructure Improvements	Sidewalks and Street Improvements including installation,paving and upgrades. As well as other Infrastructure installation and upgrades.	700,000.00
City of Lake City	Buildings/Facilities	Upgrades to Facilities and installation of Information Technology Equipment for the Lake City City Hall/Lake City Community Center and the Lake City Public Works Building.	400,000.00
City of Lake City	Quality of Life	To install improvement to Lake City Community Park, Oswalt Nature preserve and additional Green Spaces for the benefit and enjoyment of our community. To create a green space/walking Park for the benefit of the community in front of the City Hall Building.	700,000.00
City of Lake City	Other Capital Outlay & Major Equipment	To purchase major equipment and vehicles for Public Works to ensure clean and safe streets for the community. To purchase other major equipment to enable Public Works to conduct business to benefit our community.	500,000.00
City of Lovejoy	Facilities and Infrastructure	1.Sidewalk/Trail Installa•on and improvements and addi•os. 2.Intersec•on improvements: Road/pedestrian crosswalks improvements for enhanced safety• 3.U•lity improvements to include the Installa•on of new u•li•es (stormwater systems, water lines, sewer lines, etc.) • 4.Building improvements and addi•ons • 5.Road improvements including road widening, curb installa•on, shoulder improvements, striping, signage, water quality facili•es/ditching, etc. • 6.Tra• c Light improvements and addi•ons• 7.Resurfacing and asphalt overlay of exis•ng roadways • 8.Right of Way Acquisiton.	50% of Collections
City of Lovejoy	Public Safety	1.Building addi•ons 2.Equipment purchases to include vehicles, training equipment, radio & purchases, communica•ons improvements, and other equipment purchases• 3.IT Upgrades to include so•ware upgrades, laptop and computer purchases and upgrades, telephone lines, and other necessary upgrades • 4.Repairs and building upgrades to include security improvements, building and grounds improvements• 5.Acquire •tle, real estate, and equipment useful for public sa•y.	32% of Collections
City of Lovejoy	Quality of Life	1.Construc•on, acquisi•on, and purchases related to the construct and fully equip new facili•es • 2.Improvements, addi•ons and building upgrades to exis•ng structures• 3.Upgrades, improvements, renova•ons, and purchasing for exis•ng facili•es• 4.Land acquisi•on for recrea•onal facili•es• 5.Acquire •tle for projects useful for economic development	15% of Collections
City of Lovejoy	Other Capital Outlay and Major Equipment	1.Upgrade so•ware 2.Upgrade or purchase of new computers, copiers, printers, etc. • 3.Phone/Internet/Informa•on Technology upgrades	3% of Collections
City of Morrow	Capital Outlay Major Equipment	These expenditures may include: New Financial So•ware• UPS - uninterrupted power source for the network• Generators for Fire Sta•on 2• Bucket Truck	10% of Collections

The City of Morrow	Public Safety	These projects may include: Fire apparatus• Police Vehicles• Public Safety Facilities• Public Works Facilities	30% of Collections
City of Morrow	Quality of life Projects	These projects may include: Recreation Center at 5900 Morrow Road• Path System additions along Jester's Creek • Features inside Milton Daniel Park at City Hall• Municipal Public Art Installations• Veterans Park	35% of Collections
City of Morrow	Building Facilities and Infrastructure	These projects may include: Sidewalks• Traffic Migration• Roadway Improvements• City Hall Upgrades	25% of Collections

SPLOST Projects 2020

SPLOST Categories

Project Costs/ Requested Funding

Public Safety

\$3,900,000.

Basic Facilities and Infrastructure

\$4,500,000.

Quality of Life

\$7,500,000.

Other Capital Outlay Major Equipment

Overall Total

\$15,900,000.



Public Safety

\$3.9

- Fire
- Apparatus,
- Extraction equipment
- Vehicles (1) Fire Engine replacement

-
- Police
 - Vehicles
 - Implementation of vehicle replacement program
 - Age range from 2000 - 2019



Basic Facilities and

Infrastructure:

Streets & Sidewalks
\$4.5

- **Sidewalks...**

Resurfacing Plan
Update-

- 29 Streets
repaired in 2019
- 38 streets
requested 2020

- **Road**

maintenance, repair
repaving

Quality of Life:

Parks, Recreation
and City Building
Improvements
\$7.5

- Multi- Purpose Field
- Press Box and Bleachers
- Outdoor fitness equipment
- New Fencing and lighting-
- Public Safety Building Renovation
- Modernizing technology, including audiovisual, electrical, and related services.
- Amphitheater Plaza Modernization
- Pavillion landscaping
- Additional recreational restrooms/shower
- LED Light Conversion



CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 8148

DATE: May 21, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Michael Hicks, Chief Information Officer

RE: Cisco Smartnet Renewal

PURPOSE: To renew our yearly Cisco Smartnet contract with Encore Technology Group for various equipment that is covered under this renewal.

REASON: To ensure we have adequate coverage on Cisco equipment in the event we need to replace it.

RECOMMENDATION: To approve renewal.

BACKGROUND: Cisco Smartnet is a contract that we have through our vendor (Encore Technology Group). They are resellers for Cisco. We have to pay this renewal each year.

YEARS OF SERVICE: N/A.

COST TO CITY: \$13,498.15.

BUDGETED ITEM: Yes. Acct. #100-1535-52-5730 (R/M DP Equipment)

REVENUE TO CITY: N/A.

CITY COUNCIL HEARING DATE: June 1, 2020.

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A.

AFFECTED AGENCIES: N/A.

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A.

REQUIRED CHANGES TO WORK PROGRAMS: N/A.

STAFF: Chief Information Officer/Michael Hicks

ATTACHMENTS:

- Smartnet Renewal 4-21-2020 (PDF)
- Smartnet renewal equipment (PDF)
- Cisco-Information+Sheet+9-30-20 (PDF)

Review:

- Michael Hicks Completed 05/19/2020 4:51 PM
- Rosyline Robinson Completed 05/21/2020 5:18 PM
- Purchasing Completed 05/24/2020 9:07 PM
- Finance Completed 05/25/2020 8:02 PM
- Terrence R. Moore Completed 05/27/2020 6:36 PM
- Mayor & City Council Pending 06/01/2020 7:30 PM

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Prepared For
 City of College Park
 Michael Hicks
 3667 Main St.
 College Park , GA 30337
 mhicks@collegeparkga.com
 (404) 669-4604

Prepared By
 Morgan Love
 Phone: (770) 666-1433
 Email: mlove@encoretg.com

Hardware		Price	Qty	Extended
Coverage from 4/17/2020 - 4/16/2021				
CON-ECMU-RCBE6KK	Cisco SWSS Upgrade 1 Year for R-CBE6K-K9 SN# (2PK0XM7HCEV; 4WIBSGLFT96; 5R5CCDPG3B4; UIV9B03O7OX; GOSQX1KDN2N; HZI45S7OZLI)	\$0.00	1	\$0.00
CON-ECMU-UCMENHUC	Cisco SWSS Upgrade 1 Year for UCM-10X-ENH-UCL	\$21.88	250	\$5,470.00
CON-ECMU-UCMENHUC	Cisco SWSS Upgrade 1 Year for UCM-10X-ENH-UCL	\$21.88	25	\$547.00
CON-ECMU-UCN10XVM	Cisco SWSS Upgrade 1 Year for UCN-10X-VM-UCL	\$8.20	350	\$2,870.00
CON-ECMU-UCN10XVM	Cisco SWSS Upgrade 1 Year for UCN-10X-VM-UCL	\$8.20	25	\$205.00
CON-SNT-CP8811K9	Cisco Smartnet 8x5xNBD 1 Year for CP-8811-K9 SN# FCH2243FY3Y, FCH2245DZL6, FCH2245DT29, FCH2245E0AW, FCH2245E0XU, FCH2243FT8K, FCH2245DSXN, FCH2245DW8T, FCH2245E16B, FCH2245DT3Q, FCH2245E10K, FCH2245DYRU, FCH2245DTXH, FCH2245DUE2, FCH2245DZPX, FCH2245DZE7, FCH2245DTJN, FCH2245DUUN, FCH2244EU9T, FCH2245E0LW, FCH2245DTXL, FCH2245DTFN, FCH2244F062, FCH2244F05T, FCH2244EZEJ	\$14.59	25	\$364.75
CON-ECMU-CCX701E1	Cisco SWSS Upgrade 1 Year for CCX70-10U-E-E-S1	\$204.24	5	\$1,021.20
CON-ECMU-CUAC10XS	Cisco SWSS Upgrade 1 Year for CUAC10X-STND	\$158.08	5	\$790.40
CON-ECMU-UCMESSUC	Cisco SWSS Upgrade 1 Year for UCM-10X-ESS-UCL	\$4.56	36	\$164.16
CON-SNT-BE6M4M4K	Cisco Smartnet 8x5xNBD 1 Year for BE6M-M4-K9= SN: FCH2031V0FT, FCH2004V1QA	\$287.20	2	\$574.40
CON-SNT-VG310ICV	Cisco Smartnet 8x5xNBD 1 Year for VG310 SN: FJC2009D0TD, FJC2009D0TE	\$433.08	2	\$866.16
CON-SNT-C14331K9	Cisco Smartnet 8x5xNBD for C1-CISCO4331/K9 SN# FLM2010W1B3 (PST1938N33T; FOC200905RP; FOC20061E15; 7551J7C0802; FOC200906AS) SN# FLM2010W1B2 (FOC20054RGG; PST1938N2UK; 7551J35875E)	\$312.54	2	\$625.08

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Hardware		Price	Qty	Extended
CON-ECMU-VWS1300	Cisco SWSS UPGRADES 1 Yar for VWAAS 1300 conns RTU SN# FLM2010W1B3, FLM2010W1B2	\$0.00	2	\$0.00
CON-ECMU-ISRW750	Cisco SWSS Upgrades 1 Year for ISRWAAS 750 conns RT SN# FLM2010W1B3, FLM2010W1B2	\$0.00	2	\$0.00
Please make the purchase order to: Encore Technology Group, LLC 141 Grace Drive Easley, SC 29640 Fax the purchase order to Joy Snelgrove at (864) 990-1173 or email to jsnelgrove@encoretg.com				
Hardware Subtotal				\$13,498.15

Recap	Amount
Hardware	\$13,498.15
Total	\$13,498.15

Quote valid for 30 days. Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors. Certain prices are subject to an earlier expiration date if an earlier expiration date is communicated to client verbally or in writing. All sales are exclusively subject to and conditioned upon the terms and conditions of sale posted at <http://www.encoretg.com/terms-and-conditions>, and any other additional or different terms are objected to and rejected unless Encore expressly agrees to them in a signed writing.

 Signature

 Date

Maintenance Renewal										
Mfg	Part#	Description	Serial	Qty	Price	Total			Location	Purpose
	CON-SNT-VG310ICV	Modular 24 FXS Port VoIP Gateway with PVDM3-64	FJC2009D0TD	1	\$395.43	\$395.43			CityHall	For Analog Connections
	CON-SNT-VG310ICV	Modular 24 FXS Port VoIP Gateway with PVDM3-64	FJC2009D0TE	1	\$395.43	\$395.43			Public Safety	For Analog Connections
	CON-SNTP-C14331K9	SmartNet C1 ISR 4331	FLM2010W1B3	1	\$371.65	\$371.65			City Hall	Voice Gateways
	CON-SNTP-C14331K9	SmartNet C1 ISR 4331	FLM2010W1B2	1	\$371.65	\$371.65			Public Safety	Voice Gateways
	CON-SNTP-BE6M4M4K	Cisco Business Edition 6000M Svr	FCH2004V1QA	1	\$443.86	\$443.86			City Hall	Server for CM, Unity, UCCX Jabber
	CON-SNTP-BE6M4M4K	Cisco Business Edition 6000M Svr	FCH2031V0FT	1	\$443.86	\$443.86			Public Safety	Server for CM, Unity, UCCX Jabber
	CON-ECMU10XVM	SWSS Upgrades BE6K - Unity Connection		350	\$7.93	\$2,775.50				Unity Connection License(s)
	CON-ECMU-UCMENHUC	SWSS Upgrades BE6K UCM 10X Enhanced Connection		250	\$21.14	\$5,285.00				Unified Comm Manager Licenses
	CON-ECMU-CCX701E1	SWSS Upgrades CCX 10.0 Upgrade 7.0 - 10.0 Qty 1 ENH		5	\$176.14	\$880.70				Contact Center Express License(s)
	CON-ECMU-UCMESSUC	SWSS Upgrades BE6K UCM 1 10X Essentials		36	\$4.41	\$158.76				Unified Comm Mgr BE6K - Svr
	CON-ECMU-C1F4330S	SWSS Upgrade C1 Foundation Perpetual Lic ISR 4331		4	\$356.68	\$1,426.72				License tied to City Hall Router/Gateway -
	CON-ECMU-C1A4330S	SWSS UPGRADES C1 Advanced UC Perpetual Lic ISR 4331		4	\$239.55	\$958.20				License tied to City Hall Router/Gateway (Unified Comm)
	CON-ECMU-CUAC10XS	SWSS Upgrades Cisco Unified Attendant		5	\$175.25	\$876.25				Licenses for Cisco Unified Attendant
	CON-ECMU-ISR750	SWSS Upgrades ISRWAAS 750 Conns RT		1	\$0.00	\$0.00				? - THERE IS NO CHARGE FOR THIS
	CON-ECMU-VWS1300	SWWS VWAAS 1300 CONN RTU		1	\$0.00	\$0.00				? - THERE IS NO CHARGE FOR THIS
	CON-ECMU-ISR750	SWSS Upgrades ISRWAAS 750 Conns RT		1	\$0.00	\$0.00				? - THERE IS NO CHARGE FOR THIS
	CON-ECMU-VWS1300	SWWS VWAAS 1300 CONN RTU		1	\$0.00	\$0.00				? - THERE IS NO CHARGE FOR THIS



Statewide Contract Information Sheet

Statewide Contract Number	99999-SPD-T20120501-0006	NIGP Code	Networking Equipment-20664 Networking Software-20928 Networking Support and Services-92037 Network Consulting Svcs-91830 Network Equipment Leasing-98419 NaaS/Cloud-92005
Name of Contract	Network Equipment		
Effective Date	06/01/2012	Expiration Date	9/30/2020
Contract Table of Contents			
Suppliers Awarded	13 as of 06/30/2016	Contract Information:	Convenience
Contract Information for Supplier			Page Number
			2
Additional Contract Information			
General Contract Information			3
Ordering Instructions			4
Contract Renewals			4
DOAS Contact Information			4
SWC Award Networking Equipment Category by Manufacturer			5
Authorized Reseller List by Manufacturer			6



Supplier Information Sheet

Contract Information	
Statewide Contract Number	99999-SPD-T20120501-0006
PeopleSoft Supplier Number	0000015795
Supplier Name & Address	
Cisco Systems, Inc. 500 Northridge Rd., Suite 700 Atlanta, GA 30350	
Contract	
<p>Sales Matt Cobb Region Manager GA/SC Public Sector Cisco Systems macobb@cisco.com Office: 678-352-2806</p> <p>Contract Administration Mimi Nguyen Farr Manager, US Public Sector Contracts Office Cisco Systems mimnguye@cisco.com 408-527-2627</p>	
Contact Details	
Ordering Information	Orders are to be faxed/emailed to authorized servicing partners/resellers – see link in Ordering Instructions. Cisco's sales contact is: Matt Cobb
Remitting Information	Payments are to be mailed to authorized servicing partners/resellers.
Delivery Days	To be defined by authorized purchaser at the time of the PO issuance



Discounts	See Manufacturer's State of Georgia webpage at Cisco-GA SWC Information
Payment Terms	Net 30 Days
Bid Offer includes	State Entities, Local Governments (County/City/Authorities) and Education (Universities/Colleges/BOEs K-12)
Acceptable payment method	Supplier will accept Purchase Orders and the Purchasing Card under this contract as permitted by current policies governing the Purchasing Card program.

General Contract Information:

This is a Convenience Statewide Contract available to all eligible State entities and political subdivisions.

The Contract is administered by the Department of Administrative Services (DOAS).

Item Schedule

Cisco's entire product catalog with the following exception(s):

- End User Computing Devices such as tablets**

Cisco's contract award covers the following networking product category:

- Category 1 – Wired LAN/WAN
- Category 2 – Network Optimization & Management Products
- Category 3 – Wireless Networking & Infrastructure Products
- Category 4 – Security Products
- Category 5 – Unified Communications Products (including VoIP)

Services available from Cisco and/or one of its authorized servicing partners are:

- Installation
- Configuration
- Maintenance & Support
- Consulting/Professional Services
- Training

Leasing and financing arrangements are available for Cisco equipment via several companies. Please contact DOAS representative for additional information.

Additional information can be found on the following website:

[Cisco-GA SWC Information](#)



Ordering Instructions

For a list of authorized servicing partners/resellers, please access the following link:

[Cisco-GA SWC Information](#)

This SWC covers networking equipment, software and services (installation, engineering, site assessment, configuration, training, etc.). This Network Equipment Manufacturer sells its products via a group of authorized resellers. Customer may choose a certified reseller from the State APPROVED RESELLER LIST. Reseller's quotation must include the Statewide Contract#. Customer will be invoiced by the Reseller.

For questions, regarding equipment specifications/details, warranty, features, etc., Customer can contact the Manufacturer directly. Please contact Matt Cobb for technical assistance and sales information.

Please see the State Approved Reseller List for Network Equipment Manufacturers for an updated list of Cisco's resellers and partners.

Initial Term: June 1, 2012 – May 31, 2013

Contract Renewals

Renewal Period 1:	June 1, 2013 – June 30, 2014
Renewal Period 2:	July 1, 2014 – June 30, 2015
Renewal Period 3:	July 1, 2015 – June 30, 2016
Renewal Period 4:	July 1, 2016 – December 2017

Extension 1: January 1, 2018 - September 30, 2018

Extension 2: October 1, 2018 – September 30, 2019

Extension 3: October 1, 2018 – September 30, 2020

DOAS Contact Information

***See Team Georgia Marketplace (Click Open Summary) for current Contract Management Specialist contact information.**



Networking Equipment & IT Infrastructure Products Awarded Categories

Effective 07/01/2016

	Category 1	Category 2	Category 3	Category 4	Category 5	Contract Number
Aerohive Networks			Y			99999-SPD-T20120501-0001
Aruba Networks	Y	Y	Y			99999-SPD-T20120501-0003
Avaya	Y	Y	Y	Y	Y	99999-SPD-T20120501-0004
Brocade Communications	Y	Y	Y	Y		99999-SPD-T20120501-0005
Cisco Systems	Y	Y	Y	Y	Y	99999-SPD-T20120501-0006
Dell	Y	Y	Y	Y		99999-SPD-T20120501-0007
Extreme Networks (acquired Enterasys)	Y	Y Incl Legacy Enterasys	Y	Y Incl Legacy Enterasys		99999-SPD-T20120501-0009
F5 Networks		Y				99999-SPD-T20120501-0010
Fortinet (acquired Meru Networks)		Y	Y Incl Legacy Meru	Y		99999-SPD-T20120501-014A (Changed)
Hewlett-Packard Enterprise Company	Y	Y	Y	Y		99999-SPD-T20120501-011A (Changed)
Juniper Network	Y	Y	Y	Y		99999-SPD-T20120501-0013
Polycom					Y	99999-SPD-T20120501-0015
ShoreTel					Y	99999-SPD-T20120501-0017

Category 1 = Wired LAN/WAN

Category 2 = Network Management & Optimization Products

Category 3 = Wireless Networking Products

Category 4 = Security Products

Category 5 = Unified Communications (including VoIP)



State Approved Reseller List for Networking Equipment Manufacturers Posted on Team Georgia Marketplace

The screenshot displays a web browser window with the URL <https://solutions.sciquest.com/apps/Router/ContractSummary/SearchResult?contractId=>. The page title is "Contract Summary" and it shows details for a contract with ID "99999-SPD-T20120501-...".

Contract Information

Contract Name *	IT Networking Equipment
Contract Type *	Convenience Statewide Contract
Supplier Name	Hewlett Packard Enterprise
Contract Status *	Non-Catalog Live in TGM
Summary	View Summary

Dates And Renewal

Start Date	10/20/2015 12:00 AM EST
End Date	12/31/2017 11:59 PM EST

Contract Managers

Janet Pytelewski	janet.pytelewski@doas.ga.gov +1 (404) 656-5361
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Additional Purchasing Information

Attachments

Display Order	Attachment	Date Uploaded
1	Networking Equipment SWC Information Sheets	11/4/2015 1:22:39 PM
2	SWC Benefits	11/4/2015 1:22:39 PM
3	Network Eqpt Approved Resellers List	11/4/2015 1:22:39 PM

See All (4) Attachments

Contract Details





CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 8145

DATE: May 21, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Ferman Williford, Chief of Police

RE: Purchase Seven Replacement Mobile Video Camera Systems

PURPOSE: Consideration of and action on a request to purchase replacement mobile video cameras for seven replacement patrol cars.

REASON: The current camera systems for the patrol units to be replaced are out of date and no longer supported.

RECOMMENDATION: Recommend approval for this purchase from Safe Fleet (formerly L3 Mobile Vision).

BACKGROUND: The Police Department has utilized mobile video recording systems in patrol cars for about twenty-five years and has become a standard piece of equipment to add to patrol units. The vendor, Safe Fleet, is the sole provider for our patrol units as their system is proprietary. The units are priced at \$5,346.00 per unit plus shipping for a total of \$37,877.50.

YEARS OF SERVICE: N/A.

COST TO CITY: \$37,877.50

BUDGETED ITEM: Yes. Account #: 100 3223 54 7590).

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: June 1, 2020

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: N/A

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

STAFF:

ATTACHMENTS:

- safe fleet quote, mobile video system FY20 (PDF)

Review:

- Ferman Williford Completed 05/19/2020 10:04 AM
- Purchasing Completed 05/19/2020 10:08 AM
- Rosylene Robinson Completed 05/21/2020 5:45 PM
- Finance Completed 05/25/2020 7:48 PM
- Terrence R. Moore Completed 05/27/2020 6:39 PM
- Mayor & City Council Pending 06/01/2020 7:30 PM

Date:
Expires On:

5/6/2020, 12:25 PM

COBAN Technologies, Inc.
SF Mobile-Vision, Inc.
11375 W. Sam Houston Pkwy S., Suite 800
Houston, Texas 77031-2348
United States

Phone: (281) 925-0488
Fax: (281) 925-0535
Email: SFLE-Sales@safefleet.net

Ship To
Jennifer Balliew
College Park Police Department, GA
3717 College Street
College Park, Georgia 30337
United States
(678) 300-8273
jlambert@collegeparkga.com

Bill To
College Park Police Department, GA
3717 College Street
College Park, Georgia 30337
United States

SALESPERSON	EXT	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Tyler Hall	x	tylerh@cobantech.com		Net 30

In-Car Video Installation of In-Car Video Equipment is not included

Line No	PART #	DESCRIPTION	UNIT PRICE	QTY	EXTENDED
QL-0064845	FBHKS32ZS	FlashbackHD Syst, 32GBSD, OZ Cam, VLX, Std-Mon, Wht-thru-hole-wifi/wifi/GPS Ant, Trunk Mount	USD 4,855.50	7	USD 33,988.50
QL-0064846	CBS-KA	Back up battery and crash sensor kit assembly for use with Flashback DVRs.	USD 225.00	7	USD 1,575.00
QL-0064847	IRCAM5	Camera kit, rear seat IR with 14 ft extension cable. No integrated microphone	USD 265.50	7	USD 1,858.50
In-Car Video TOTAL:					USD 37,422.00

Shipping

Line No	PART #	DESCRIPTION	UNIT PRICE	QTY	EXTENDED
QL-0064848	Shipping	Shipping Fee	USD 455.50	1	USD 455.50
Shipping TOTAL:					USD 455.50

TOTAL: USD 37,877.50				
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Terms & Conditions

Applicable sales taxes are not reflected on this proposal and will be included in the invoice. Any purchases that are exempt from sales taxes must be accompanied by a tax exemption and/or re-sellers' certificate.

This quote is presented to the customer under the condition that it remains a valid quote for only 60 days after the stated Quote Date, after which the quote becomes null and void.

This quote is for estimation purposes and is not a guarantee of cost for services. Quote is based on current information from client about the project requirements. Actual cost may change once project elements are finalized or negotiated. Client will be notified of any changes in cost prior to them being incurred.

Please email or fax a signed copy of this quotation and other referenced documents to PMO@cobantech.com or (281) 925-0535 and mail two sets of originals to:

COBAN Technologies, Inc.
11375 W. Sam Houston Pkwy S., Suite 800

IN WITNESS WHEREOF, the Parties have caused this Agreement to Purchase to be executed and delivered by their respective authorized representatives whose signatures appear below.

COBAN Technologies, Inc.

College Park Police Department, GA

Signature:

Signature:

Printed Name:

Printed Name:

Title:

Title:

Dated:

Dated:





CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 8162

DATE: May 28, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Artie Jones, Clearly College Park Executive Director

RE: College Park Business and Industrial Development Authority At-Large Board Appointment

PURPOSE: Mayor and City Councils discussion and consideration in filling the vacant At Large Board Appointment to the College Park Business and Industrial Development Authority.

REASON: Due to the recent removal of a College Park Business and Industrial Development Authority (BIDA) Board Member there is now a vacancy on the BIDA Board of Directors. This agenda item is met to review applications of those interested in filling the vacant At-Large Board Member to the College Park Business and Industrial Development Authority and appoint a College Park resident to fill the vacancy on the BIDA board.

RECOMMENDATION: It is recommended by staff that the City Council appoint an At-Large Board Member to the Business and Industrial Development Authority Board of Directors.

BACKGROUND: The current BIDA bylaws have been uploaded to this agenda item. The applications of all those interested in filling the vacancy on the College Park Business and Industrial Development Authority Board is also included in this agenda transmittal. Completed background application forms were also collected and submitted to Chief Ferman Williford of the College Park Police Department for background investigations to be conducted.

YEARS OF SERVICE: N/A

COST TO CITY: N/A

BUDGETED ITEM: N/A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: June 1, 2020

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: None

AFFECTED AGENCIES: N/A

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

STAFF: Artie Jones, III - Clearly College Park Executive Director

ATTACHMENTS:

- Candidates for consideration Matrix (DOCX)
- BIDA Handbook Bylaws Booklet (PDF)

Review:

- Artie Jones Completed 05/28/2020 1:50 PM
- Rosyline Robinson Completed 05/28/2020 3:32 PM
- Ferman Williford Pending
- City Attorney's Office Pending
- Terrence R. Moore Completed 05/28/2020 3:35 PM
- Mayor & City Council Pending 06/01/2020 7:30 PM

Candidates for consideration for the
At Large BIDA Board Appointment

Name	Ward of Residence	Letter of Interest	Resume	Background Check Form
Tamara Lawrence	?	X	X	Not submitted
Thomas Bourne	1	X	X	X
Karl Matson	4	X	X	Not submitted
Charlie Vaughan	1	X	X	X
Tangie Warrior	4	X	X	X
Leslie Zinn	1	X	X	X
Connor Ball	1	X	X	X
Mike Erbrick	1	X	X	Not submitted
Chisulo Ajanaku	1	X	X	X

**COLLEGE PARK
BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY**

HANDBOOK FOR MEMBERS INCLUDING:

CONSTITUTIONAL AMENDMENT CREATING BIDA

BYLAWS

OPEN MEETINGS LAWS

OPEN RECORD LAWS

Prepared by:
Mack and Harris, P.C.
186 North Avenue, Suite 106
Jonesboro, Georgia 30236
Tel. 678-610-8155

**HANDBOOK FOR MEMBERS OF THE COLLEGE PARK BUSINESS
AND
INDUSTRIAL DEVELOPMENT AUTHORITY ("BIDA")**

TABLE OF CONTENTS

TAB ONE:	SUMMARY OF 1980 CONSTITUTIONAL AMENDMENT CREATING BIDA
TAB TWO:	BIDA BYLAWS
TAB THREE:	SUMMARY OF OPEN MEETINGS LAW
TAB FOUR:	SUMMARY OF OPEN RECORDS LAW
TAB FIVE:	SUMMARY OF EXCEPTIONS TO THE OPEN MEETINGS ACT
TAB SIX:	SUMMARY OF EXCEPTIONS TO THE OPEN RECORDS ACT
TAB SEVEN:	SUMMARY OF SOME EXCEPTIONS OUTSIDE THE OPEN RECORDS ACT

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**COLLEGE PARK
BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY**

1980 GEORGIA LAWS, PP. 2071 ET SEQ.

**COLLEGE PARK
BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY**

- I. Unlike most other development authorities in Georgia, the College Park Business Industrial Development Authority (sometimes referred to as "CPBIDA" or "BIDA") was created by an amendment to the Constitution of the State of Georgia, found at 1980 Georgia Laws, pp. 2071, *et seq.* (Copy enclosed).
- II. Creation, Powers And Authority
 - A. Created as "a body, corporate and politic" as "an instrumentality and political subdivision of the State of Georgia."
 - B. Purpose - To "attain development and promote for the public good [and] general welfare, trade, commerce, industry and employment opportunities and to promote the general welfare of the community [of College Park]."
 - C. Powers - Broad authority to acquire, develop, lease, sell, and dispose of real and personal property, to contract for and develop projects necessary or convenient to accomplish BIDA's purposes.
 - D. BIDA may exercise the power of eminent domain (condemnation) and may issue revenue bonds only with the approval of the Mayor and City Council of College Park.
- III. Members Of The Board
 - A. BIDA Board has seven (7) members, including the Mayor of College Park.
 - B. Remaining six (6) members are appointed by "resolution of the Mayor and City Council of College Park" and serve staggered terms.
 - C. Four (4) members of the BIDA Board constitute a quorum.
 - D. A "majority of the members" may exercise powers and rights of BIDA.
- IV. Officers
 - A. BIDA has three officers: Chairperson, Vice Chairperson, and Secretary-Treasurer.
 - B. BIDA officers are "selected" by "a majority of the members" of the BIDA Board, and serve one year terms from January 1 to December 31.

COLLEGE PARK BUSINESS AND INDUSTRIAL
DEVELOPMENT AUTHORITY.

Proposed Amendment to the Constitution.

No. 168 (Senate Resolution No. 348).

A RESOLUTION

Proposing an amendment to the Constitution of the State of Georgia so as to create the College Park Business and Industrial Development Authority; to provide for the powers, authority and duty of such Authority; to authorize the Authority to issue its revenue bonds, and to provide for the method and manner of such issuance and for validation thereof; to authorize the Authority to contract with the City of College Park and with the State of Georgia and any departments, institutions, agencies, municipalities, counties or political subdivisions of the State of Georgia, public corporations and others; to authorize the City of College Park to contract with the Authority for the use by the City of College Park or the residents thereof of any facilities or services of the Authority, and to authorize said city to create special tax districts and to levy taxes and to expend tax monies from said tax districts as well as tax funds of the city and other available funds of the city and to authorize the city to make payment thereof to the Authority upon such terms as may be provided in any contract entered into by and between the Authority and the City of College Park; to authorize the establishment of such rules and regulations and procedures as are necessary to accomplish the lawful purpose of said Authority; to provide for submission of this amendment for ratification or rejection; and for other purposes.

BE IT RESOLVED BY THE GENERAL ASSEMBLY OF
GEORGIA:

Section 1. Article IX, Section IV, Paragraph II of the Constitution of the State of Georgia is hereby amended by adding at the end thereof the following:

**"COLLEGE PARK BUSINESS AND INDUSTRIAL
DEVELOPMENT AUTHORITY**

1. Creation. There is hereby created a body, corporate and politic to be known as the College Park Business and Industrial Development Authority which shall be deemed to be an instrumentality and political subdivision of the State of Georgia and a public corporation thereof and by that name, style and title said body may contract and be contracted with, sue and be sued, implead and be impleaded and complain and defend in all courts of law and equity.
2. Purpose. The said Authority is created for the purpose of acquiring, constructing, adding to, extending, improving, equipping, maintaining, and operating public projects, public buildings and other public facilities, parking lots or garages and other parking structures and any and all other facilities useful or desirable in connection therewith, acquiring the necessary property therefor, both real and personal, with the right to contract for the use of or to lease or sell any or all of such facilities, including real property, and to do any and all things deemed by the authority necessary, convenient or desirable for and incident to the efficient and proper development and operation thereof, and to attain development and promote for the public good, general welfare, trade commerce, industry and employment opportunities and to promote the general welfare of the community, same is vested with authority to ascertain and designate areas it deems proper to be blighted, retarded or slum areas which constitute a serious and growing menace injurious to the public health, safety, morals and welfare of the residents of the City of College Park; the existence of such areas constitutes substantially and increasingly to the spread of disease, crime and constitutes increasingly an economic and social liability, substantially impairs or arrests the sound growth of the municipality, retards the provision of housing for commercial accommodations, aggravates traffic problems and substantially impairs or arrests the elimination of traffic hazards and the improvement of traffic facilities; and the prevention and elimination of such areas is a matter of State and local policy and State and local concern in order that the State and its political subdivisions shall not continue to be endangered by areas which are focal centers of economic and social liability, and while contributing little to the tax income of the State and its municipalities, consume an excessive proportion of its revenue because of the extra services required for police, fire, accident, hospitalization

and other forms of public protection, services and facilities; in order to alleviate the aforesaid problems and to accomplish the aforesaid purpose, the Authority shall be vested with such powers as are necessary to accomplish same by acquisition, clearance and disposition subject to use restrictions of property, both real and personal, since the prevailing condition of decay may make impractical the reclamation of the area by conservation or rehabilitation; some areas or portions thereof may be susceptible to conservation or rehabilitation in such a manner that the conditions and evils hereinabove enumerated may be eliminated or remedied or prevented and to the extent feasible, savable areas should be conserved and rehabilitated through voluntary private action and regulatory processes; and the Authority may do any and all things deemed by such Authority necessary, convenient or desirable for and incident to the efficient proper development and operation thereof.

3. Membership. The Authority shall consist of seven (7) members, one of whom shall be the Mayor of the City of College Park, Georgia, or his designated member from the City Council of the City of College Park.

(a) Qualifications. All persons who have resided within the limits of the City of College Park for at least six months shall be eligible for nomination to membership on the Authority.

(b) Composition and Appointments. The remaining six positions for membership in the Authority shall be comprised as follows: The six positions shall be filled by resolution of the Mayor and Council of College Park. The Mayor of the City of College Park or his designee shall serve during the term of office for which he was elected. The Chairman of the Authority shall be selected by a majority of its members at the first annual meeting of each calendar year. The members of the Authority shall serve four (4) year staggered terms as follows: For the initial membership of the Authority, of the six (6) positions filled by resolution of the Mayor and Council of College Park one position shall be filled for a one-year term, two positions shall be filled for two-year terms, two positions shall be filled for three-year terms and one position for a four-year term. Thereafter, upon completion of a term for appointment, each successor shall be appointed for a four-year term and until their successors have been selected and appointed. Any member of the Authority may

be selected and appointed to succeed himself. All appointments shall be for a term commencing on January 1 and ending December 31. The members of the Authority shall enter upon their duties immediately after such appointment. The Authority shall elect one of its members to serve as Vice Chairman who shall be elected for a term of one year or until his successor is selected and qualified and annually thereafter the Authority shall select one of its members in the same manner for a one-year term. The Authority shall also select a Secretary-Treasurer which Secretary-Treasurer need not necessarily be a member of the Authority and, if not a member, he or she shall have no voting rights and said Secretary-Treasurer shall be elected to serve at the pleasure of the Authority. No member of the Authority shall hold more than one office except that of Secretary-Treasurer. Four members of the Authority shall constitute a quorum. A majority of the members shall be empowered to exercise the rights and perform all the duties of the Authority and no vacancies on the Authority shall impair the right of the quorum to act. In the event of a vacancy on the Authority through death, resignation or otherwise, the same shall be filled for the unexpired term of the member ceasing to be a member of such Authority for any reason in the same manner that such member originally became a member of the Authority. The Authority shall make rules and regulations for its own government. It shall have perpetual existence. In the event the number of members of the Authority or the qualifications of the membership or the manner in which the members of the Authority shall be selected shall ever be the subject of change, the same may be accomplished by an Act of the General Assembly, except that the General Assembly may not alter the term of office of any duly appointed member then serving.

4. Definitions. As used herein the following words and terms shall have the following meanings:

(a) The word 'Authority' shall mean the College Park Business and Industrial Development Authority herein created.

(b) The word 'Project' shall be deemed to mean and include the acquisition, construction, leasing or equipping of new industrial, commercial, business, trade or public facilities or the improvement, modification, acquisition, expansion, moderni-

zation, leasing, equipping, or remodeling of existing industrial, commercial, business, trade, or public facilities located or to be located within the City of College Park, including, but not limited to one or more buildings or structures to be used in the production, manufacturing, processing, assembling, storing or handling of any agricultural, manufactured, mining or industrial product, or any combination of the foregoing; one or more buildings or structures or property useful or necessary in the transportation of persons or property; one or more buildings or structures or property to be used, maintained and operated as a multi-use coliseum and civic center type facilities to be used for athletic contests, games, meetings, trade fairs, expositions, political conventions, agricultural events, theatrical and musical performances and all other public entertainments permitted by law, and the usual facilities related thereto, including, without limitation, refreshment stands and restaurants; one or more buildings or structures or property useful or necessary in the accommodations of people, including but without limitation, any hotel, motel, motor inn, lodging house, lodge or any combination thereof; and parking facilities or parking areas in connection with any of the above or combination thereof, including but not limited to related buildings and the usual and convenient facilities appertaining to such undertakings, and extensions and improvements of such facilities.

(c) The term 'cost of project' shall include: all costs of construction, purchase or other form of acquisition; all costs of real or personal property required for the purposes of such project and of all facilities related thereto, including land and any rights or undivided interest therein, easements, franchises, water rights, fees, permits, approvals, licenses and certificates and the securing of such franchises, permits, approvals, licenses and certificates and the preparation of applications therefor; all machinery, equipment, initial fuel and other supplies required for such project; financing charges, interest prior to and during construction and during such additional period as the Authority may reasonably determine to be necessary for the placing of such project in operation; costs of engineering architectural and legal services; fees paid to fiscal agents for financial and other advise or supervision; cost of plans and specifications and all expenses necessary or incidental to the construction, purchase or acquisition of the completed project or to determining the feasibility or

practicability of the project; administrative expenses and such other expenses as may be necessary or incidental to the financing herein authorized. There may also be included, as part of such cost of project, the repayment of any loans made for the advance payment of any part of such cost, including the interest thereon at rates to be determined by the Authority, which loans are hereby authorized if made payable solely from the proceeds of such Authority's bonds or notes or revenues to be received in connection with the leasing sale or financing of the project. The cost of any project may also include a fund or funds for the creation of a debt service reserve, a renewal and replacement reserve, and such other reserves as may be reasonably required by the Authority with respect to the financing and operation of its projects and as may be authorized by any bond resolution or trust agreement or indenture pursuant to the provisions of which the issuance of any such bonds may be authorized. Any obligation or expense incurred for any of the foregoing purposes shall be regarded as a part of the cost of the project and may be paid or reimbursed as such out of the proceeds of revenue bonds or notes issued.

(d) The terms 'revenue bonds' and 'bonds' shall mean any bonds of the Authority which are hereunder authorized to be issued, including refunding bonds, as though such revenue bonds had originally been authorized to be issued under the provisions of the Revenue Bond Law (Ga. Laws 1957, p. 36, et seq., as amended) amending the law formerly known as the Revenue Certificate Law of 1937 (Ga. Laws 1937, p. 761, et seq., as amended) and in addition shall also mean any obligations of the Authority, the issuance of which are hereinafter specifically provided for.

(e) Any project or combination of projects shall be deemed 'self-liquidating' if, in the judgment of the Authority the revenues and earnings to be derived by the Authority therefrom, including, but not limited to, any revenues derived from the City of College Park or other political subdivision under any contracts with the Authority, will be sufficient to pay the cost of operating, repairing and maintaining the project to pay the principal and interest on the revenue bonds which may be issued to finance, in whole or in part, the cost of such project, projects, or combination of projects.

5. Powers. The Authority shall have the powers:
- (a) To adopt and alter a corporate seal;
 - (b) To acquire by purchase, lease or otherwise, and to hold, lease and dispose of real and personal property of every kind and character for its corporate purposes;
 - (c) To acquire in its own name by purchase, on such terms and conditions and in such manner as it may deem proper, or by condemnation upon the approval of the Mayor and Council of the City of College Park and in accordance with the provisions of any and all laws applicable to the condemnation of property for public use, real property, or rights or easements therein, or franchises necessary or convenient for its corporate purposes, and to use the same so long as its corporate existence shall continue and to lease or make contracts with respect to the use of or dispose of the same in any manner it deems to the best advantage of the Authority, the Authority being under no obligation to accept and pay for any property condemned under the provisions hereof, except from the funds provided under the authority hereof, and in any proceedings to condemn, such orders may be made by the court having jurisdiction of the suit, action or proceedings as may be just to the Authority and to the owners of the property to be condemned; and no property shall be acquired under the provisions hereof upon which any lien or other encumbrance exists, unless at the time such property is so acquired a sufficient sum of money be deposited in trust to pay and redeem the fair value of such lien or encumbrance;
 - (d) To appoint, select and employ officers, agents and employees, including engineering, architectural and construction experts, fiscal agents and attorneys, and fix their respective compensations;
 - (e) To make contracts and leases and to execute all instruments necessary or convenient, including contracts for construction of projects and leases of projects or contracts with respect to the use of projects which it causes to be erected or acquired, and to contract with the City of College Park and with the State of Georgia and any departments, institutions, agencies, counties, municipalities or political subdivisions of the State of Georgia,

public corporations and with others upon such terms and for such purposes as may be deemed advisable for a term not exceeding fifty years; and the City of College Park is hereby authorized to enter into contracts and related agreements for the use by the City of College Park or the residents hereof of any project, structure, building or facility or a combination of two or more projects, structures, buildings or facilities of the Authority for a term not exceeding fifty years; and said City shall be and the same is hereby specifically authorized to levy taxes, without limitation as to rate or amount, and to expend tax monies of the City and any other available funds and to obligate said City to make payment thereof to the Authority upon such terms as may be provided in any contract entered into by and between the Authority and the City of College Park, in order to enable the Authority to pay the principal of and interest on any of its bonds as same mature and to create and maintain a reserve for that purpose and also to enable the Authority to pay the cost of maintaining, repairing and operating the property or facilities so furnished by said Authority;

(f) To acquire, construct, own, repair, add to, extend, improve, equip, operate, maintain and manage projects, as hereinabove defined, the cost of any such project to be paid, in whole or in part, from the proceeds of revenue bonds of the Authority or from such proceeds and any grant or contribution from the United States of America or any agency or instrumentality thereof or from the State of Georgia or any agency or instrumentality thereof;

(g) To accept loans and/or grants of money or materials or property of any kind from the United States of America or any agency or instrumentality thereof, upon such terms and conditions as the United States of America or such agency or instrumentality may require;

(h) To accept loans and/or grants of money or materials or property of any kind from the State of Georgia or any agency or instrumentality or political subdivision thereof, upon such terms and conditions as the State of Georgia or such agency or instrumentality or political subdivision may require;

(i) To borrow money for any of its corporate purposes and to issue negotiable revenue bonds payable solely from funds pledged for that purpose, and to provide for the payment of the same and for the rights of the holders thereof;

(j) To exercise any power usually possessed by private corporations performing similar functions, which is not in conflict with the Constitution and laws of this State; and

(k) To do all things necessary or convenient to carry out the powers expressly given hereunder.

6. Revenue Bonds. The Authority, or any authority or body which has or which may in the future succeed to the powers, duties and liabilities vested in the Authority created hereby, shall have power and is hereby authorized to provide by resolution for the issuance of negotiable revenue bonds, subject to the approval by the Mayor and Council of the City of College Park, for the purpose of paying all or any part of the cost as herein defined of any one or more projects. The principal of and interest on such revenue bonds shall be payable solely from the special funds herein provided for such payment. The bonds of each issue shall be dated, shall bear interest at such rate or rates per annum, payable at such time or times, shall mature at such time or times not exceeding 40 years from their date or dates, shall be payable in such medium of payment as to both principal and interest as may be made redeemable before maturity, at the option of the Authority, at such price or prices and under such terms and conditions as may be fixed by the Authority in the resolution providing for the issuance of the bonds.

7. Same; Form; Denomination; Registration; Place of Payment. The Authority shall determine the form of the bonds, including any interest coupons to be attached thereto, and shall fix the denomination or denominations of the bonds and the place or places of payment of the principal thereof and the interest thereon, which may be at any bank or trust company within or without the State. The bonds may be issued in coupon or registered forms, or both, as the Authority may determine, and provision may be made for the registration of any coupon bond as to principal alone and also as to both principal and interest.

8. Same; Signature; Seal. In case any officer whose signature shall appear on any bonds or whose facsimile signature shall appear on any coupon shall cease to be such officer before the delivery of such bonds, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until such delivery. All such bonds shall be signed by the Chairman of the Authority and the official seal of the Authority shall be affixed thereto and attested by the Secretary-Treasurer of the Authority. Either of such signatures on any coupons may be by facsimile signature of the Chairman and Secretary-Treasurer of the Authority in accordance with the provision of applicable law. Any bond may be signed, sealed and attested on behalf of the Authority by such persons as the actual time of the execution of such bonds shall be duly authorized or hold the proper office, although at the date of such bonds such persons may not have been so authorized or shall not have held such office.
9. Same; Negotiability. All revenue bonds issued under the provisions of this Act shall have and are hereby declared to be negotiable under the Laws of this State subject to provisions for registration.
10. Same; Sale; Proceeds of Bonds. The Authority may sell such bonds in such manner and for such price as it may determine to be for the best interest of the Authority and the proceeds derived from the sale of such bonds shall be used solely for the purpose provided in the proceedings authorizing the issuance of such bonds.
11. Same; Interim Receipts and Certificates or Temporary Bonds. Prior to the preparation of definitive bonds, the Authority may, under like restrictions, issue interim receipts, interim certificates or temporary bonds, with or without coupons exchangeable for definitive bonds upon the issuance of the latter.
12. Same; Replacement of Lost or Mutilated Bonds. The Authority may also provide for the replacement of any bonds or coupons which shall become mutilated or be destroyed or lost.
13. Same; Conditions Precedent to Issuance. Such revenue bonds may be issued without any other proceedings or the happening of any other conditions or things other than those proceedings, conditions and things which are specified or required hereunder.

Any resolution, providing for the issuance of revenue bonds under the provisions hereof shall become effective immediately upon its passage and need not be published or posted, and any such resolution may be passed at any regular or special or adjourned meeting of the Authority.

14. Same; Credit not Pledged and Debt not Created. Revenue bonds issued by the Authority hereunder shall not be deemed to constitute a debt of the City of College Park, nor of the State of Georgia or any municipality, county, authority, instrumentality or political subdivision of the State of Georgia, which may contract with such Authority.

15. Same; Trust Indentures as Security. In the discretion of the Authority, any issue of such revenue bonds may be secured by a trust indenture by and between the Authority and a corporate trustee, which may be any trust company or bank having the powers of a trust company within or without the State. Such trust indenture may pledge or assign fees, tolls, revenues and earnings to be received by the Authority. Either the resolution providing for the issuance of revenue bonds or such trust indenture may contain such provisions for protecting and enforcing the rights and remedies of the bondholders as may be reasonable and proper and not in violation of law, including covenants setting forth the duties of the Authority in relation to the acquisition of property, the construction of the project, the maintenance, operation, repair and insuring of the project, and the custody, safeguarding and application of all monies; and may also provide that any project shall be constructed and paid for under the supervision and approval of consulting engineers or architects employed or designated by the Authority, and satisfactory to the original purchasers of the bonds; and may also require that the security given by contractors and by any depository of the proceeds of the bonds or revenues or other monies be satisfactory to such purchasers, and may also contain provisions concerning the conditions, if any, upon which additional revenue bonds may be issued. It shall be lawful for any bank or trust company incorporated under the laws of this State or any other State or the United States to act as such depository and to furnish such indemnifying bonds or pledge such securities as may be required by the Authority. Such indenture may set forth the rights and remedies of the bondholders and of the trustee, and may restrict the individual right of action of bondholders as is customary in trust indentures securing

bonds and debentures of corporations. In addition to the foregoing, such trust indenture may contain such other provisions as the Authority may deem reasonable and proper for the security of the bondholders. All expenses incurred in carrying out such trust indenture may be treated as a part of the cost of maintenance, operation and repair of the project affected by such indenture.

16. To Whom Proceeds Shall be Paid. The Authority shall, in the resolution providing for the issuance of revenue bonds or in the trust indenture, provide for the payment of the proceeds of the sale of bonds to any officer or person who, or any agency, bank or trust company which, shall act as trustee of such funds and shall hold and apply the same to the purposes hereof, subject to such regulations as such resolutions or trust indentures may provide.

17. Sinking Fund. The revenues, fees, tolls and earnings derived from any particular project or projects, regardless of whether or not such fees, earnings, and revenues were produced by a particular project for which bonds have been issued, unless otherwise pledged and allocated, may be pledged and allocated by the Authority to the payment of the principal of and interest on revenue bonds of the Authority, as the resolution authorizing the issuance of the bonds or in the trust instrument may provide, and such funds, so pledged from whatever source received, which said pledge may include funds received from one or more or all sources, shall be set aside at regular intervals as may be provided in the resolution or trust indenture, into a sinking fund, which said sinking fund shall be pledged to and charged with the payment of (1) the interest upon such revenue bonds as such interest shall fall due, (2) the principal of the bonds as the same shall fall due, (3) the necessary charges of paying agents for paying principal and interest and other investment charges, and (4) any premium upon bonds retired by call or purchase as hereinabove provided. The use and disposition of such sinking fund shall be subject to such regulations as may be provided in the resolution authorizing the issuance of the revenue bonds or in the trust indenture, but, except as may otherwise be provided in such resolution or trust indenture, such sinking fund shall be maintained as a trust account for the benefit of all revenue bonds without distinction or priority of one over another. Subject to the provisions of the resolution authorizing the issuance of the bonds, or in the trust indenture, any surplus monies in the sinking fund may be applied to the purchase or redemption of bonds and any such bonds

so purchased or redeemed shall forthwith be cancelled and shall not again be issued.

18. Remedies of Bondholders. Any holder of revenue bonds issued under the provisions of this Act or any of the coupons appertaining thereto, and the trustee under the trust indenture, if any, except to the extent the rights herein given may be restricted by resolution passed before the issuance of the bonds or by the trust indenture, may, either at law or in equity, by suit, action, mandamus, or other proceedings, protect and enforce any and all rights under the laws of the State of Georgia or granted hereunder or under such resolution or trust indenture, and may enforce and compel performance of all duties required by this Act or by such resolution or trust indenture, to be performed by the Authority, or any officer thereof, including the fixing, charging, and collecting of revenues, fees, tolls, and other charges for the use of the facilities and services furnished.

19. Funding and Refunding Bonds. The Authority is hereby authorized to provide by resolution, subject to the approval of the Mayor and Council of the City of College Park, for the issuance of bonds of the Authority for the purpose of funding or refunding any revenue bonds issued under the provisions of this Act and then outstanding, together with accrued interest thereon and premium, if any. The issuance of such funding or refunding bonds, the maturities and all other details thereof, the rights of the holders thereof, and the duties of the Authority in respect to the same, shall be governed by the foregoing provisions of this Act insofar as the same may be applicable.

20. Venue and Jurisdiction. Any action to protect or enforce any rights under the provisions of this Act or any suit or action against such Authority shall be brought in the Superior Court of Fulton County, Georgia, and any action pertaining to the validation of any bonds issued under the provisions of this Act shall likewise be brought in said court which shall have exclusive, original jurisdiction of such actions.

21. Validation. Bonds of the Authority shall be confirmed and validated in accordance with the procedure of the Revenue Bond Law, as amended, or as some may be hereafter amended. The petition or validation shall also make a party defendant to such action

any municipality, county, authority, political subdivision or instrumentality of the State of Georgia which has contracted with the Authority for the services and facilities of the project for which bonds are to be issued and sought to be validated and any such municipality, county, authority, political subdivisions or instrumentality shall be required to show cause, if any exist, why such contract or contracts and the terms and conditions thereof should not be inquired into by the court and the contract or contracts adjudicated as a part of the basis of the security for the payment of any such bonds of the Authority. The bonds, then validated, and the judgment of validation shall be final and conclusive with respect to such bonds and the security for the payment thereof and interest thereon and against the Authority issuing the same, and any municipality, county, authority, political subdivision or instrumentality, if a party to the validation proceedings, contracting with the said Authority.

22. Interest of Bondholders Protected. While any of the bonds issued by the Authority remain outstanding, the powers, duties or existence of said Authority or of its officers, employees or agents shall not be diminished or impaired in any manner that will affect adversely the interests and rights of the holders of such bonds.

23. Monies Received Considered Trust Funds. All monies received pursuant to the authority of this Act, whether as proceeds from the sale of revenue bonds, as grants or other contributions, or as revenues, income, fees and earnings, shall be deemed to be trust funds to be held and applied solely as provided in this Act.

24. Rates, Charges and Revenues; Use. The Authority is hereby authorized to prescribe and fix rents and rates and to revise same from time to time and to collect payments, fees, tolls and charges on each project or for the services, facilities and commodities furnished; and in anticipation of the collection of the revenues of such undertakings or projects, to issue revenue bonds as herein provided to finance, in whole or in part, the cost of the acquisition, construction, reconstruction, improvement, betterment or extension of its undertakings or projects; and to pledge to the punctual payment of said bonds, and interest thereon, all or any part of the revenues of such undertakings or projects, including the revenues of improvements, betterments or extensions thereto thereafter made.

25. Rules and Regulations for Operation of Projects. It shall be the duty of the Authority to prescribe rules and regulations for the operation of the project or projects constructed under the provisions hereof, including the basis on which services and facilities, or both, shall be furnished.

26. Governmental Function. It is hereby declared that the Authority is created for a public purpose and will be performing an essential governmental function in the exercise of the powers conferred upon it hereunder in the development and promotion of civic and cultural growth, public welfare, trade, commerce, education, amusement, recreation or to alleviate traffic congestion in the City of College Park and thereby better protect the lives and property of its residents and others using its streets.

27. Immunity From Tort Actions. The Authority shall have the same immunity and exemption from liability for torts and negligence as the State of Georgia and the officers, agents and employees of the Authority, when in the performance of the work of the Authority, shall have the same immunity and exemption from liability for torts and negligence as the officers, agents and employees of the State of Georgia. The Authority may be sued in the same manner as private corporations may be sued on any contractual obligations to the Authority.

28. Property Subject to Levy and Sale. The property of the Authority shall not be subject to levy and sale under legal process except such property, revenue, income or funds as may be pledged, assigned, mortgaged or conveyed to secure an obligation of the Authority, and any such property, revenue, funds or income may be sold under legal process or under any power granted by the Authority to enforce payment of the obligation.

29. Construction. This amendment and all provisions, rights, powers and authority granted hereunder shall be effective, notwithstanding any other provision of the Constitution to the contrary, and this amendment and any law enacted with reference to the Authority shall be liberally construed for the accomplishment of its purposes.

30. Special Tax Districts. The City of College Park shall be empowered and authorized to create special tax districts within the

City of College Park upon the areas of any projects for redevelopment or development that said Authority may determine, and to levy and collect taxes within said districts based on values of real property fixed by the tax digest of the City of College Park to meet, pay for and retire any and all financial obligations of the Authority, its bonds and/or revenue certificates, and may pledge said revenue, and to levy and collect taxes within said districts for the retirement of said financial obligations. No such special taxes shall be levied by the City of College Park for any purpose against property used exclusively for residential purposes within any such tax district.

31. **Effective Date.** This amendment shall be effective immediately upon proclamation of its ratification by the Governor.

32. **General Assembly.** This amendment is self-enacting and does not require any enabling legislation for it to become effective. However, the General Assembly may, by law, further define and prescribe the powers and duties of the Authority and the exercise thereof and may enlarge and restrict the same and may, likewise, further regulate the management and conduct of the Authority not inconsistent with any other provisions of this Constitution. The Authority shall be an instrumentality of the State of Georgia, and the scope of its operation shall be limited to the territory embraced within the corporate limits of the City of College Park, Georgia, as the same now or may hereafter exist."

Section 2. The above proposed amendment to the Constitution shall be published and submitted as provided in Article XII, Section I, Paragraph I of the Constitution of Georgia of 1976, as amended.

The ballot submitting the above proposed amendment shall have written or printed thereon the following:

- YES Shall the Constitution be amended so as to create the College Park Business and Industrial Development Authority and to provide for the powers, authority and duties of such Authority, and to authorize the Authority to issue revenue bonds, and to authorize the Authority to contract with the State of Georgia or any of its
- NO

departments or instrumentalities, public corporations and others and to authorize the City of College Park to contract with the Authority and to authorize the City of College Park to make payments to the Authority upon such terms as may be provided in any contract entered into between the Authority and the City of College Park and to authorize the City of College Park to create special business and industrial tax districts?"

All persons desiring to vote in favor of ratifying the proposed amendment shall vote "Yes". All persons desiring to vote against ratifying the proposed amendment shall vote "No".

If such amendment shall be ratified as provided in said Paragraph of the Constitution, it shall become a part of the Constitution of this state.

2

BYLAWS OF THE COLLEGE PARK
BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY
AS ADOPTED APRIL 14, 2005 AND AMENDED SEPTEMBER 8, 2005

ARTICLE I - THE AUTHORITY

Section 1 - Name of Authority. The name of the Authority shall be "The College Park Business And Industrial Development Authority."

Section 2 - Seal of Authority. The seal of the Authority shall be in the form of a circle and shall bear the name of the Authority.

Section 3 - Office of Authority. The principal office of Authority shall be located at 3667 Main Street, College Park, Georgia 30337, but a majority of the members of the Board of the Authority shall have the right to establish and maintain offices and hold meetings at such other places as they, from time to time, may designate, including but not limited to the Georgia International Convention Center in College Park, Georgia.

Section 4 - Official Acts of the Authority. Except as otherwise provided in these Bylaws, all debts, conveyances, liens, trusts, bonds, duties, or other evidence of debt, contracts and obligations, shall be executed in the name of the Authority and signed by the Chairperson, or in his or her absence or unavailability, the Vice-Chairperson, and attested by the Secretary, or in his or her absence or unavailability, the Assistant Secretary, and the Seal of the Authority shall be affixed thereto.

Section 5 - Authority Membership. The Authority shall consist of seven (7) members, one of whom shall be the Mayor of the City of College Park, Georgia, or his or her designated member from the City Council of the City of College Park. The Mayor of

the City of College Park or his or her designee shall serve during the term of office for which he or she was elected. The remaining six members of the Authority shall be filled by resolution of the Mayor and Council of the City of College Park, and shall serve staggered four year terms as follows. Upon completion of a term of a member, each successor shall be appointed for a four year term and until his or her successor has been selected and appointed. All persons who have resided within the limits of the City of College Park for at least six months shall be eligible for nomination to membership on the Authority. The members of the Authority shall enter upon their duties immediately upon their respective appointments. Any member of the Authority may be selected and appointed to succeed himself or herself.

Section 6 – Quorum – Acts of the Authority. Four members of the Authority shall constitute a quorum for transacting all business of the Authority. A majority of the members shall be empowered to exercise all rights, transact all business, and perform all duties of the Authority, but a smaller number may adjourn from time to time until a quorum is obtained, and no vacancies on the Authority shall impair the right of the quorum to act. In the event of a vacancy on the Authority through death, resignation, or otherwise, the same shall be filled for the unexpired term of the member ceasing to be a member of the Authority in the same manner that such member originally became a member of the Authority.

ARTICLE II - OFFICERS

Section 1 - Officers of Authority. The officers of the Authority shall be a Chairperson, a Vice-Chairperson, a Secretary, and an Assistant Secretary. The Chairperson, Vice-Chairperson, and Secretary shall be members of the Board of the

Authority, and the Assistant Secretary may be an officer or employee of the City of College Park appointed by the Board of the Authority to serve as Assistant Secretary. Each of the foregoing officers of the Authority shall be elected by a majority of the members of the Authority at the first annual meeting of each calendar year, or as soon thereafter as such election shall be accomplished, and each officer shall be elected for a term of one year, commencing on January 1 and ending on December 31, and shall continue to serve until his or her successor is duly qualified and elected. Any officer may succeed himself or herself if duly elected as provided for herein.

Section 2 - Chairperson. The Chairperson shall preside at all meetings of the Board of the Authority. The Chairperson shall sign all contracts, deeds and other instruments made by the Authority, except as otherwise provided in these Bylaws. At each meeting, the Chairperson shall submit such recommendations and information as he or she may consider proper concerning the business affairs and policies of the Authority.

Section 3 - Vice-Chairperson. The Vice-Chairperson shall perform the duties of the Chairperson in the absence or unavailability of the Chairperson, including the signing of all contracts, deeds and other instruments made by the Authority, and in the case of a death or resignation of the Chairperson, the Vice-Chairperson shall perform such duties as are imposed on the Chairperson until such time as the members of the Board of the Authority shall select a new Chairperson.

Section 4 - The Director of Finance. The Director of the Department of Finance for the City of College Park shall have the care and custody of all funds of the Authority and shall deposit the same in such bank or banks as the Authority or the City may designate. The City Director of Finance shall sign all orders and checks for the payment

of money and shall pay out and disburse such moneys under the direction of the members of the Board of the Authority and the direction of the Mayor and City Council for the City of College Park. The City Director of Finance shall keep regular books of accounts showing receipts and expenditures and shall render to the members of the Board of the Authority and the Mayor and City Council for the City of College Park, at least quarterly, an account of Authority transactions, and also of the financial condition of the Authority. The City Director of Finance shall give such bond for the faithful performance of his or her duties as the Authority or the Mayor and City Council for the City of College Park may require.

Section 5 - Secretary. The Secretary shall act as Secretary of the meetings of the Board of the Authority and record all votes, and shall keep a record of the proceedings of the Board of the Authority in a journal of proceedings to be kept for such purposes and shall perform all duties incident to his or her office. He or she shall keep in safe custody the seal of the Authority and shall have power to affix such seal to all contracts and instruments authorized to be executed by the Authority.

Section 6 - Assistant Secretary. The members of the Board of the Authority are hereby authorized to appoint an employee of the City of College Park or other qualified person to record and/or take the official minutes of the meetings and proceedings of the Authority, as Assistant Secretary. The Assistant Secretary shall record and prepare the minutes of each meeting in the manner prescribed by the Authority and shall submit such to the Board for review, amendment, and approval. The Assistant Secretary shall be authorized to act in the absence or unavailability of the Secretary to certify or to attest to any act or action of the Authority, to any contract or other instrument of the Authority,

and to certify or to attest to the authenticity of the signature of any officer of the Authority, and to affix the seal of the Authority. The Assistant Secretary shall be appointed by the Board of the Authority.

Section 7 - Vacancies. Should any of the foregoing offices become vacant, the members of the Board of the Authority shall elect a successor as aforesaid at the next regular meeting, or as soon thereafter as practicable, and such election shall be for the unexpired term of said office. Should the office of the Assistant Secretary become vacant, the Authority shall also appoint a successor as aforesaid.

Section 8 - Additional Officers, Agents and Employees. A majority of the members of the Board of the Authority may, from time to time, appoint, select and employ such officers, agents and employees as they deem necessary to exercise the Authority's powers, duties and functions as prescribed by the laws of the State of Georgia, including but not limited to the Amendment to the Constitution of the State of Georgia found at 1980 Ga. Laws 2071 *et seq.*, including engineering, architectural and construction experts, fiscal agents, and attorneys, and may fix their respective compensations, all as provided for in 1980 Ga. Laws 2017 *et seq.* The Authority may delegate to one or more of its agents or employees such powers or duties as it may deem proper.

ARTICLE III - MEETINGS

Section 1 - Regular Meetings. Regular meetings may be held at such places and at such times as may, from time to time, be determined by resolution of the Authority, and all such meetings shall be subject to the Georgia Open Meetings laws.

Section 2 - Special Meetings. The Chairperson of the Authority may, when he or she deems it expedient, or upon the written request of at least three (3) members of the Board of the Authority, shall, call a special meeting of the Authority for the purpose of transacting any business designated in the call. The call for a special meeting may be delivered to each member of the Board of the Authority or may be mailed to the business or home address of each member of the Board of the Authority, so that such call is received by each member at least three days prior to the date of the special meeting. Any member may waive this delivery requirement in writing, before, at, or after such special meeting. Any such special meeting shall be subject to the Georgia Open Meetings Law, as the same may be amended, from time to time.

Section 3 - Minutes of Meetings. The Assistant Secretary shall record and prepare the minutes of each meeting in the manner prescribed by the Authority and shall submit the same to the Board for review and approval. All written reports and resolutions, and all contracts, deeds, and other documents presented to the Authority for its review or approval shall be made a part of the official minutes, and copies thereof, including signed copies when applicable, shall be kept in a notebook or binder as a part of the official minutes, in the same location and in the same manner as the official minutes are kept, shall be available for review and copying by any member of the Authority, and shall be subject to the Georgia Open Records Law, as amended from time to time.

Section 4 - Order of Business. At regular meetings of the Authority, the following shall normally be the order of business, unless otherwise decided by a majority of the members of the Board:

1. Call to Order

2. Additions, Deletions, Amendments, or Changes to the Agenda
3. Approval of minutes
4. Announcements
5. Reports and Updates
6. Old Business
7. New Business
8. Other Business
9. Reports of Authority members
10. Adjournment

Actions taken shall be in the form of motion or resolution. All resolutions shall be in writing and shall be kept with the minutes of the proceedings of the Authority.

Section 5 - Manner of Voting. The voting on all questions coming before the Authority may be taken by a show of hands or may be by roll call, and the “yeas” and “nays” of all those present and voting shall be entered upon the minutes of such meetings.

ARTICLE IV

There shall be no expenditure of any funds of the Authority in excess of \$2,500.00 unless approved by a majority of the members of the Authority. The City Manager for the City of College Park may authorize the expenditure of funds of the Authority up to and including \$2,500.00 in any single, independent transaction.

ARTICLE V - AMENDMENTS

The Bylaws of the Authority shall be amended only with the approval of at least four (4) members of the Board of the Authority at a duly convened regular or special meeting, but no such amendment shall be adopted unless at least seven days written

notice shall be given to all members of the Board of the Authority. This notice may be waived by the affirmative action of all members of the Board of the Authority upon any proposed amendment.

CERTIFICATION OF BYLAWS

The within and foregoing pages, numbered one through eight, constitute a true and correct copy of the Bylaws of the College Park Business and Industrial Development Authority as duly adopted at the regular meeting of the Authority held on April 14, 2005, and amended at the regular meeting of the Authority held on September 8, 2005. The original Bylaws, as amended, are on file in the Authority office, College Park City Hall, 3667 Main Street, College Park, Georgia 30337.

Jeffrey K. Green, Chairperson
College Park Business and Industrial
Development Authority

Jane Randolph, Secretary
College Park Business and Industrial
Development Authority

[Seal]

3

GEORGIA OPEN MEETINGS LAW

A SUMMARY FOR MEMBERS OF THE COLLEGE PARK BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY

(PRIVILEGED ATTORNEY – CLIENT COMMUNICATION)

(Note: The law used for this summary is effective January 1, 2006. The Georgia General Assembly amends these “sunshine” laws often).

1. What is a “meeting”?

A “gathering of a quorum” (for BIDA, four members) “pursuant to schedule, call, or notice ... at a designated time and place at which any ... [business] ... is to be discussed or presented” OR “official action is to be taken.”

Also includes a “gathering of a quorum” of “any committee” created by the BIDA Board for such purposes.

2. What are the “public access” requirements for a “meeting”?

Must be “open to the public”, i.e., “the public shall be afforded access” to such “meetings” and “visual, sound, and visual and sound recording during open meetings [must] be permitted.”

3. What are the “notice” requirements for a “meeting”?

BIDA “shall prescribe the time, place, and dates of regular meetings” and “such information [must] be available to the general public.” Also, “notice containing such information shall be posted ... in a conspicuous place available to the general public at the regular meeting place of [BIDA]” (i.e., the GICC and City Hall).

If BIDA calls a “special meeting”, same requirements apply; but “notice” must be “posted ... at least 24 hours” prior to such special meetings, and also given to the “legal organ” for Fulton County, i.e., the Fulton County Daily Report.

4. What are the “agenda” requirements for a “meeting”?

The “agenda” for the meeting must be made “available” to the public and also “posted at the meeting site” (GICC and City Hall). The agenda should include “all matters expected to come before” the body; however, the “failure to include on the agenda an item which becomes necessary to address during the course of a meeting shall not preclude considering and acting upon such item.”

5. What are the requirements after a “meeting”?

A “summary of the subjects acted on and those members present” must be “written and made available to the public for inspection within two business days of the adjournment.”

Also, the “minutes” must be “promptly recorded” and “open to public inspection once approved as official” (but no “later than immediately following the next regular meeting”). The minutes must include “names of members present”, a “description of each motion or other proposal made” and “a record of all votes.”

6. What are the exceptions to open meetings?

Meeting can be closed “to consult and meet with legal counsel pertaining to pending or potential litigation ...”, but may not be closed “for advice ... on whether to close a meeting.”

Meeting can be closed to “discuss ... the future acquisition of real estate” but you must still comply with “notice” and “minutes” requirements, though the identity of the real estate to be acquired may be kept confidential until it is acquired, or the acquisition is “terminated [or] abandoned”, or a condemnation filed.

Meeting can be closed to “discuss” and “deliberate upon” personnel actions (e.g., hiring, firing, compensation etc.), but “not when receiving evidence or hearing argument on charges to determine disciplinary action or dismissal” of public officer or employee. However, any “vote” must “be taken in public.”

7. How do you “close” a meeting?

A “majority vote of a quorum” must be taken to close a meeting; the “specific reasons for such closure shall be entered upon the official minutes”; the “names of members voting for closure” must be recorded in the minutes, and “made available” to public.

8. What are the other requirements for closed meetings?

The “closed portion” of the meeting must be restricted to the confidential matter; if any non-confidential topic is raised, the meeting must be reopened to discuss that topic. Also, the officer presiding at that meeting must sign an affidavit, for filing with the minutes, stating that the “subject matter” in the closed session “was devoted to” the confidential topic, and “identifying the relevant exception.”

8. What are the penalties for a violation of the Georgia Open Meetings Law?

A criminal penalty for a “knowing” and “willful” violation: a misdemeanor, punishable by “a fine not to exceed \$500.00.”

A civil penalty for any violation is that “any ... official action” taken “shall not be binding” if challenged in court within 90 days.

or other tangible property in possession of covered agencies which is used or held exclusively or principally by personnel transferred under this Code section shall be transferred to the Office of State Administrative Hearings as of July 1, 1994.

(b) All such transfers shall be subject to the approval of the chief state administrative law judge and such personnel or property shall not be transferred if the chief state administrative law judge determines that the hearing officer, staff, equipment, or property should remain with the transferring agency.

(c) Funding for functions and positions transferred to the Office of State Administrative Hearings under this article shall be transferred as provided for in Code Section 45-12-90. The employees of the Office of State Administrative Hearings shall be in the classified service of the state merit system; provided, however, that the chief administrative law judge may place positions in the unclassified service as authorized in Article 1 of Chapter 20 of Title 45 and may also place an additional ten assistant administrative law judges in the unclassified service.

(d) The chief state administrative law judge shall assess agencies the cost of services rendered to them in the conduct of hearings.

(e)(1) Any full-time hearing officer of the State Personnel Board used exclusively or principally to conduct or preside over hearings for such board immediately prior to July 1, 1997, shall be administratively transferred to the Office of State Administrative Hearings if such employee qualifies under Code Section 50-13-40. Any person serving immediately prior to July 1, 1997, as an independent hearing officer under contract or written order of appointment shall be administratively transferred to the Office of State Administrative Hearings as of July 1, 1997, and shall continue as a special assistant administrative law judge. All full-time staff of the State Personnel Board who have exclusively or principally served as support staff for administrative hearings conducted by such hearing officers shall be administratively transferred to the Office of State Administrative Hearings as of July 1, 1997. All equipment or other tangible property in possession of the State Personnel Board which is used or held exclusively or principally by personnel transferred under this subsection shall be transferred to the Office of State Administrative Hearings as of July 1, 1997.

(2) Funding for functions and positions transferred to the Office of State Administrative Hearings under this subsection shall be transferred as provided for in Code Section 45-12-90.

50-14-1.

(a) As used in this chapter, the term:

(1) 'Agency' means:

(A) Every state department, agency, board, bureau, commission, public corporation, and authority;

(B) Every county, municipal corporation, school district, or other political subdivision of this state;

(C) Every department, agency, board, bureau, commission, authority, or similar body of each such county, municipal corporation, or other political subdivision of the state;

(D) Every city, county, regional, or other authority established pursuant to the laws of this state; and

(E) Any nonprofit organization to which there is a direct allocation of tax funds made by the governing authority of any agency as defined in this paragraph and which allocation constitutes more than 33 1/3 percent of the funds from all sources of such organization; provided, however, this subparagraph shall not include hospitals, nursing homes, dispensers of pharmaceutical products, or any other type organization, person, or firm furnishing medical or health services to a citizen for which they receive reimbursement from the state whether directly or indirectly; nor shall this term include a subagency or affiliate of such a nonprofit organization from or through which the allocation of tax funds is made.

(2) 'Meeting' means the gathering of a quorum of the members of the governing body of an agency or of any committee of its members created by such governing body, whether standing or special, pursuant to schedule, call, or notice of or from such governing body or committee or an authorized member, at a designated time and place at which any public matter, official business, or policy of the agency is to be discussed or presented or at which official action is to be taken or, in the case of a committee, recommendations on any public matter, official business, or policy to the governing body are to be formulated, presented, or discussed. The assembling together of a quorum of the members of a governing body or committee for the purpose of making inspections of physical facilities under the jurisdiction of such agency or for the purposes of meeting with the governing bodies, officers, agents, or employees of other agencies at places outside the geographical jurisdiction of an agency and at which no final official action is to be taken shall not be deemed a 'meeting.'

(b) Except as otherwise provided by law, all meetings as defined in subsection (a) of this Code section shall be open to the public. Any resolution, rule, regulation, ordinance, or other official action of an agency adopted, taken, or made at a meeting which is not open to the public as required by this chapter shall not be binding. Any action contesting a resolution, rule, regulation, ordinance, or other formal action of an agency based on an alleged violation of this provision must be commenced within 90 days of the date such contested action was taken, provided that any action under this chapter contesting a zoning decision of a local governing authority shall be commenced within the time allowed by law for appeal of such zoning decision.

(c) The public at all times shall be afforded access to meetings declared open to the public pursuant to subsection (b) of this Code section. Visual, sound, and visual and sound recording during open meetings shall be permitted.

(d) Every agency shall prescribe the time, place, and dates of regular meetings of the agency. Such information shall be available to the general public and a notice containing such information shall be posted and maintained in a conspicuous place available to the public at the regular meeting place of the agency. Meetings shall be held in accordance with a regular schedule, but nothing in this subsection shall preclude an agency from canceling or postponing any regularly scheduled meeting. Whenever any meeting required to be open to the public is to be held at a time or place other than at the time and place

prescribed for regular meetings, the agency shall give due notice thereof. 'Due notice' shall be the posting of a written notice for at least 24 hours at the place of regular meetings and giving of written or oral notice at least 24 hours in advance of the meeting to the legal organ in which notices of sheriff's sales are published in the county where regular meetings are held or at the option of the agency to a newspaper having a general circulation in said county at least equal to that of the legal organ; provided, however, that in counties where the legal organ is published less often than four times weekly 'due notice' shall be the posting of a written notice for at least 24 hours at the place of regular meetings and, upon written request from any local broadcast or print media outlet whose place of business and physical facilities are located in the county, notice by telephone or facsimile to that requesting media outlet at least 24 hours in advance of the called meeting. When special circumstances occur and are so declared by an agency, that agency may hold a meeting with less than 24 hours' notice upon giving such notice of the meeting and subjects expected to be considered at the meeting as is reasonable under the circumstances including notice to said county legal organ or a newspaper having a general circulation in the county at least equal to that of the legal organ, in which event the reason for holding the meeting within 24 hours and the nature of the notice shall be recorded in the minutes. Whenever notice is given to a legal organ or other newspaper, that publication shall immediately make the information available upon inquiry to any member of the public. Any oral notice required or permitted by this subsection may be given by telephone.

(e)(1) Prior to any meeting, the agency holding such meeting shall make available an agenda of all matters expected to come before the agency at such meeting. The agenda shall be available upon request and shall be posted at the meeting site, as far in advance of the meeting as reasonably possible, but shall not be required to be available more than two weeks prior to the meeting and shall be posted, at a minimum, at some time during the two-week period immediately prior to the meeting. Failure to include on the agenda an item which becomes necessary to address during the course of a meeting shall not preclude considering and acting upon such item.

(2) A summary of the subjects acted on and those members present at a meeting of any agency shall be written and made available to the public for inspection within two business days of the adjournment of a meeting of any agency. The minutes of a meeting of any agency shall be promptly recorded and such records shall be open to public inspection once approved as official by the agency, but in no case later than immediately following the next regular meeting of the agency; provided, however, nothing contained in this chapter shall prohibit the earlier release of minutes, whether approved by the agency or not. Said minutes shall, as a minimum, include the names of the members present at the meeting, a description of each motion or other proposal made, and a record of all votes. In the case of a roll-call vote the name of each person voting for or against a proposal shall be recorded and in all other cases it shall be presumed that the action taken was approved by each person in attendance unless the minutes reflect the name of the persons voting against the proposal or abstaining.

(f) An agency with state-wide jurisdiction shall be authorized to conduct meetings by telecommunications conference, provided that any such meeting is conducted in

compliance with this chapter.

50-14-2.

This chapter shall not be construed so as to repeal in any way:

- (1) The attorney-client privilege recognized by state law to the extent that a meeting otherwise required to be open to the public under this chapter may be closed in order to consult and meet with legal counsel pertaining to pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the agency or any officer or employee or in which the agency or any officer or employee may be directly involved; provided, however, the meeting may not be closed for advice or consultation on whether to close a meeting; and
- (2) Those tax matters which are otherwise made confidential by state law.

50-14-3.

This chapter shall not apply to the following:

- (1) Staff meetings held for investigative purposes under duties or responsibilities imposed by law;
- (2) The deliberations and voting of the State Board of Pardons and Paroles; and in addition said board may close a meeting held for the purpose of receiving information or evidence for or against clemency or in revocation proceedings if it determines that the receipt of such information or evidence in open meeting would present a substantial risk of harm or injury to a witness;
- (3) Meetings of the Georgia Bureau of Investigation or any other law enforcement agency in the state, including grand jury meetings;
- (4) Meetings when any agency is discussing the future acquisition of real estate, except that such meetings shall be subject to the requirements of this chapter for the giving of the notice of such a meeting to the public and preparing the minutes of such a meeting; provided, however, the disclosure of such portions of the minutes as would identify real estate to be acquired may be delayed until such time as the acquisition of the real estate has been completed, terminated, or abandoned or court proceedings with respect thereto initiated;
- (5) Meetings of the governing authority of a public hospital or any committee thereof when discussing the granting, restriction, or revocation of staff privileges or the granting of abortions under state or federal law;
- (6) Meetings when discussing or deliberating upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee but not when receiving evidence or hearing argument on charges filed to determine disciplinary action or dismissal of a public officer or employee. The vote on any matter covered by this paragraph shall be taken in public and minutes of the meeting as provided in this chapter shall be made available. Meetings by an agency to discuss or take action on the filling of a vacancy in the membership of the agency itself shall at all times be open to the public as provided in this chapter;
- (7) Adoptions and proceedings related thereto;

(8) Meetings of the board of trustees or the investment committee of any public retirement system created by Title 47 when such board or committee is discussing matters pertaining to investment securities trading or investment portfolio positions and composition; and

(9) Meetings when discussing any records that are exempt from public inspection or disclosure pursuant to paragraph (15) of subsection (a) of Code Section 50-18-72 or when discussing any information a record of which would be exempt from public inspection or disclosure under said paragraph.

50-14-4.

(a) When any meeting of an agency is closed to the public pursuant to any provision of this chapter, the specific reasons for such closure shall be entered upon the official minutes, the meeting shall not be closed to the public except by a majority vote of a quorum present for the meeting, the minutes shall reflect the names of the members present and the names of those voting for closure, and that part of the minutes shall be made available to the public as any other minutes. Where a meeting of an agency is devoted in part to matters within the exceptions provided by law, any portion of the meeting not subject to any such exception, privilege, or confidentiality shall be open to the public, and the minutes of such portions not subject to any such exception shall be taken, recorded, and open to public inspection as provided in subsection (e) of Code Section 50-14-1.

(b) When any meeting of an agency is closed to the public pursuant to subsection (a) of this Code section, the chairperson or other person presiding over such meeting shall execute and file with the official minutes of the meeting a notarized affidavit stating under oath that the subject matter of the meeting or the closed portion thereof was devoted to matters within the exceptions provided by law and identifying the specific relevant exception.

50-14-5.

(a) The superior courts of this state shall have jurisdiction to enforce compliance with the provisions of this chapter, including the power to grant injunctions or other equitable relief. In addition to any action that may be brought by any person, firm, corporation, or other entity, the Attorney General shall have authority to bring enforcement actions, either civil or criminal, in his or her discretion as may be appropriate to enforce compliance with this chapter.

(b) In any action brought to enforce the provisions of this chapter in which the court determines that an agency acted without substantial justification in not complying with this chapter, the court shall, unless it finds that special circumstances exist, assess in favor of the complaining party reasonable attorney's fees and other litigation costs reasonably incurred. Whether the position of the complaining party was substantially justified shall be determined on the basis of the record as a whole which is made in the proceeding for which fees and other expenses are sought.

(c) Any agency or person who provides access to information in good faith reliance on the requirements of this chapter shall not be liable in any action on account of having provided

access to such information.

50-14-6.

Any person knowingly and willfully conducting or participating in a meeting in violation of this chapter shall be guilty of a misdemeanor and upon conviction shall be punished by a fine not to exceed \$500.00.

50-15-1.

As used in this chapter, the term:

(1) 'Political subdivision' means the state or any local subdivision of the state or public instrumentality or public corporate body created by or under authority of state law, including, but not limited to, municipalities, counties, school districts, special taxing districts, conservation districts, authorities, and any other state or local public instrumentality or corporation which has the right to bring and defend actions or to issue its bonds or other obligations as evidence of indebtedness under any provision of law and also means any corporate or other entity which leases a public improvement to such political subdivision; and the term also means the governing body of such political subdivision and its members and officers in their official capacity.

(2) 'Public lawsuit' means any action whereby the validity, reasonability, soundness, location, wisdom, feasibility, extent, or character of construction, improvement, financing, or leasing of any public improvement, project, or facility by any political subdivision, as owner or as lessee, is questioned directly or indirectly, including, but not limited to, actions for declaratory judgments or injunctions or interventions to declare invalid or to enjoin or to prevent such construction, improvement, financing, or leasing as lessor or as lessee and means any action to prevent or declare invalid or enjoin the creation, organization, or formation of any such political subdivision. This definition as used in this chapter shall not be construed to broaden any right of action as is validly limited by applicable law.

50-15-2.

At any time prior to the final determination of a public lawsuit in the trial court or on appeal, any political subdivision which is a party to the action may petition for an order of the court that the opposing party or parties or intervenors be dismissed unless such opposing party or parties or intervenors post a bond with surety to be approved by the court payable to the moving party for the payment of all damages and costs which may accrue by reason of such opposition or intervention in the event the moving party prevails. The moving party shall obtain from a judge of the court an order requiring the opposing party or parties or intervenors to appear at such time and place within 20 days from the filing of the petition as the judge may direct and to show cause, if any exists, why the prayers of the petition should not be granted. The petition and order shall be served in the manner provided by law for the service of orders and pleadings subsequent to the original complaint. If, at the hearing of the petition on the order to show cause, the court determines that it is in the public interest to do so, the court shall set the amount of bond to be filed by

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GEORGIA OPEN RECORDS LAW

A SUMMARY FOR MEMBERS OF THE COLLEGE PARK BUSINESS AND INDUSTRIAL DEVELOPMENT AUTHORITY

(PRIVILEGED ATTORNEY – CLIENT COMMUNICATION)

(Note: The law used for this summary is effective as of January 1, 2006. The Georgia General Assembly amends these “sunshine” laws often).

1. What is a “public record”?”

“All documents, papers, letters, maps, books, tapes, photographs, computer based or generated information, or similar material prepared and maintained or received in the course of the operation of a public office or agency”; and also includes “such items received or maintained by a private person or entity on behalf of a public office or agency.”

2. What rights are granted regarding public records?

Public records must “be open for personal inspection by any citizen of [Georgia] at a reasonable time and place”; and copying of such records must be permitted under reasonable rules and regulations adopted by the public agency.

3. Are there limits on the duties of the public entities and officers related to records?

Yes; they are *not* “required to prepare reports, summaries, or compilations not in existence at the time of the request.”

4. What are the time constraints?

The person “in control of such public records shall have a reasonable amount of time to determine whether or not the [records] requested are subject to access” by the public “and to permit inspection and copying.” However, “in no event shall this time exceed three business days”; but “where responsive records exist but are not available within three business days of the request” a “written description of the records” and “a timetable for their inspection and copying” must be provided in three business days.

5. How is the copying and inspection accomplished while accommodating ongoing use of the records by the public official having custody of them?

A citizen may “inspect, take extracts or make copies from any public records while they are in the custody” of a public official, but “such work [must] be done under the supervision of the lawful custodian thereof, or his deputy, who shall have the right to

adopt and enforce reasonable rules governing the work” including reimbursement of the compensation being paid to the public official supervising such work.

6. What are the charges and fees for copying public records?

Unless the law provides for a specific fee (such as for certified records), “the agency may charge and collect a uniform copying fee not to exceed 25 cents per page”; and in addition, “a reasonable charge may be collected for search retrieval, and other direct administrative costs for complying with a request” under the Open Records Law.

7. What are the notice requirements for charging administrative costs and fees?

The agency is required to notify the person requesting records “of the estimated cost of the copying, search retrieval, and other administrative fees” in advance, prior to charging such costs and fees.

8. What records are exempt from disclosure?

The following records are exempt from disclosure under the Open Records Law.

Any records required to be kept confidential by federal law; and

“Medical or veterinary records and similar files” which if disclosed “would be an invasion of personal privacy”; and

Records of law enforcement agencies “in any pending investigation” other than initial police arrest reports and incident reports; and

All “Georgia Uniform Motor Vehicle Accident Reports” except for the persons involved, unless a written “statement of need” is submitted; and

“Confidential evaluations [or] examinations” prepared in connection with the appointment or hiring of a public officers and employees, or related to the “suspension, firing or investigation of complaints” against such persons; and

“Real estate appraisals, engineering or feasibility estimates” or “other records [related to] the acquisition of real property” until the property has been acquired or the proposed acquisition is “terminated or abandoned.”

“Engineers’ cost estimates and pending, rejected, or deferred bids or proposals” until the “final award of the contract is made” or “the project is terminated or abandoned.”

Records “of historical research value” when the donor of the records decides “to place restrictions on access to [such] records” (which may not exceed 75 years from the date of the donation or sale of such records).

9. Is other specific information exempt from disclosure?

Yes; most personal information such as a person's "social security number, insurance or medical information in personnel records" are exempt and "may be redacted" from public records", as well as "an individual's social security number, mother's birth name, credit card information, debit card information, bank account information [and other] financial data or information."

shall remain the same as fixed by the contract under which such copies were published.

50-18-50 through 50-18-55.

Reserved.

50-18-70.

(a) As used in this article, the term 'public record' shall mean all documents, papers, letters, maps, books, tapes, photographs, computer based or generated information, or similar material prepared and maintained or received in the course of the operation of a public office or agency. 'Public record' shall also mean such items received or maintained by a private person or entity on behalf of a public office or agency which are not otherwise subject to protection from disclosure; provided, however, this Code section shall be construed to disallow an agency's placing or causing such items to be placed in the hands of a private person or entity for the purpose of avoiding disclosure. Records received or maintained by a private person, firm, corporation, or other private entity in the performance of a service or function for or on behalf of an agency, a public agency, or a public office shall be subject to disclosure to the same extent that such records would be subject to disclosure if received or maintained by such agency, public agency, or public office. As used in this article, the term 'agency' or 'public agency' or 'public office' shall have the same meaning and application as provided for in the definition of the term 'agency' in paragraph (1) of subsection (a) of Code Section 50-14-1 and shall additionally include any association, corporation, or other similar organization which: (1) has a membership or ownership body composed primarily of counties, municipal corporations, or school districts of this state or their officers or any combination thereof; and (2) derives a substantial portion of its general operating budget from payments from such political subdivisions.

(b) All public records of an agency as defined in subsection (a) of this Code section, except those which by order of a court of this state or by law are prohibited or specifically exempted from being open to inspection by the general public, shall be open for a personal inspection by any citizen of this state at a reasonable time and place; and those in charge of such records shall not refuse this privilege to any citizen.

(c) Any computerized index of a county real estate deed records shall be printed for purposes of public inspection no less than every 30 days and any correction made on such index shall be made a part of the printout and shall reflect the time and date that said index was corrected.

(d) No public officer or agency shall be required to prepare reports, summaries, or compilations not in existence at the time of the request.

(e) In a pending proceeding under Chapter 13 of this title, the 'Georgia Administrative Procedure Act,' or under any other administrative proceeding authorized under Georgia law, a party may not access public records pertaining to the subject of the proceeding pursuant to this article without the prior approval of the presiding administrative law judge, who shall consider such open record request in the same manner as any other request for information put forth by a party in such a proceeding. This subsection shall not apply to any proceeding under Chapter 13 of this title, relating to the revocation, suspension,

annulment, withdrawal, or denial of a professional education certificate, as defined in Code Section 20-2-200, or any personnel proceeding authorized under Part 7 and Part 11 of Article 17 and Article 25 of Chapter 2 of Title 20.

(f) The individual in control of such public record or records shall have a reasonable amount of time to determine whether or not the record or records requested are subject to access under this article and to permit inspection and copying. In no event shall this time exceed three business days. Where responsive records exist but are not available within three business days of the request, a written description of such records, together with a timetable for their inspection and copying, shall be provided within that period; provided, however, that records not subject to inspection under this article need not be made available for inspection and copying or described other than as required by subsection (h) of Code Section 50-18-72, and no records need be made available for inspection or copying if the public officer or agency in control of such records shall have obtained, within that period of three business days, an order based on an exception in this article of a superior court of this state staying or refusing the requested access to such records.

(g) At the request of the person, firm, corporation, or other entity requesting such records, records maintained by computer shall be made available where practicable by electronic means, including Internet access, subject to reasonable security restrictions preventing access to nonrequested or nonavailable records.

50-18-71.

(a) In all cases where an interested member of the public has a right to inspect or take extracts or make copies from any public records, instruments, or documents, any such person shall have the right of access to the records, documents, or instruments for the purpose of making photographs or reproductions of the same while in the possession, custody, and control of the lawful custodian thereof, or his authorized deputy. Such work shall be done under the supervision of the lawful custodian of the records, who shall have the right to adopt and enforce reasonable rules governing the work. The work shall be done in the room where the records, documents, or instruments are kept by law. While the work is in progress, the custodian may charge the person making the photographs or reproductions of the records, documents, or instruments at a rate of compensation to be agreed upon by the person making the photographs and the custodian for his services or the services of a deputy in supervising the work.

(b) Where fees for certified copies or other copies or records are specifically authorized or otherwise prescribed by law, such specific fee shall apply.

(c) Where no fee is otherwise provided by law, the agency may charge and collect a uniform copying fee not to exceed 25¢ per page.

(d) In addition, a reasonable charge may be collected for search, retrieval, and other direct administrative costs for complying with a request under this Code section. The hourly charge shall not exceed the salary of the lowest paid full-time employee who, in the discretion of the custodian of the records, has the necessary skill and training to perform the request; provided, however, that no charge shall be made for the first quarter hour.

(e) An agency shall utilize the most economical means available for providing copies of

public records.

(f) Where information requested is maintained by computer, an agency may charge the public its actual cost of a computer disk or tape onto which the information is transferred and may charge for the administrative time involved as set forth in subsection (d) of this Code section.

(g) Whenever any person has requested one or more copies of a public record and such person does not pay the copying charges and charges for search, retrieval, or other direct administrative costs in accordance with the provisions of this Code section:

(1) A county or a department, agency, board, bureau, commission, authority, or similar body of a county is authorized to collect such charges in any manner authorized by law for the collection of taxes, fees, or assessments owed to the county;

(2) A municipal corporation or a department, agency, board, bureau, commission, authority, or similar body of a municipal corporation is authorized to collect such charges in any manner authorized by law for the collection of taxes, fees, or assessments owed to the municipal corporation;

(3) A consolidated government or a department, agency, board, bureau, commission, authority, or similar body of a consolidated government is authorized to collect such charges in any manner authorized by law for the collection of taxes, fees, or assessments owed to the consolidated government;

(4) A county school board or a department, agency, board, bureau, commission, authority, or similar body of a county school board is authorized to collect such charges in any manner authorized by law for the collection of taxes, fees, or assessments owed to the county;

(5) An independent school board or a department, agency, board, bureau, commission, authority, or similar body of an independent school board is authorized to collect such charges in any manner authorized by law for the collection of taxes, fees, or assessments owed to the municipal corporation; and

(6) A joint or regional authority or instrumentality which serves one or more counties and one or more municipal corporations, two or more counties, or two or more municipal corporations is authorized to collect such charges in any manner authorized by law for the collection of taxes, fees, or assessments owed to the county if a county is involved with the authority or instrumentality or in any manner authorized by law for the collection of taxes, fees, or assessments owed to the municipal corporation if a municipal corporation is involved with the authority or instrumentality.

This subsection shall apply whether or not the person requesting the copies has appeared to receive the copies.

50-18-71.1.

(a) Notwithstanding any other provision of this article, an exhibit tendered to the court as evidence in a criminal or civil trial shall not be open to public inspection without approval of the judge assigned to the case or, if no judge has been assigned, approval of the chief judge or, if no judge has been designated chief judge, approval of the judge most senior in length of service on the court.

(b) In the event inspection is not approved by the court, in lieu of inspection of such an exhibit, the custodian of such an exhibit shall, upon request, provide one or more of the following representations of the exhibit:

- (1) A photograph;
- (2) A photocopy;
- (3) A facsimile; or
- (4) Another reproduction.

(c) The provisions of subsections (b), (c), (d), and (e) of Code Section 50-18-71 shall apply to fees, costs, and charges for providing a photocopy of such an exhibit. Fees for providing a photograph, facsimile, or other reproduction of such an exhibit shall not exceed the cost of materials or supplies and a reasonable charge for time spent producing the photograph, facsimile, or other reproduction, in accordance with subsections (d) and (e) of Code Section 50-18-71.

50-18-71.2.

Any agency receiving a request for public records shall be required to notify the party making the request of the estimated cost of the copying, search, retrieval, and other administrative fees authorized by Code Section 50-18-71 as a condition of compliance with the provisions of this article prior to fulfilling the request as a condition for the assessment of any fee; provided, however, that no new fees other than those directly attributable to providing access shall be assessed where records are made available by electronic means.

50-18-72.

(a) Public disclosure shall not be required for records that are:

- (1) Specifically required by the federal government to be kept confidential;
- (2) Medical or veterinary records and similar files, the disclosure of which would be an invasion of personal privacy;
- (3) Except as otherwise provided by law, records compiled for law enforcement or prosecution purposes to the extent that production of such records would disclose the identity of a confidential source, disclose confidential investigative or prosecution material which would endanger the life or physical safety of any person or persons, or disclose the existence of a confidential surveillance or investigation;
- (4) Records of law enforcement, prosecution, or regulatory agencies in any pending investigation or prosecution of criminal or unlawful activity, other than initial police arrest reports and initial incident reports; provided, however, that an investigation or prosecution shall no longer be deemed to be pending when all direct litigation involving said investigation and prosecution has become final or otherwise terminated;
- (4.1) Individual Georgia Uniform Motor Vehicle Accident Reports, except upon the submission of a written statement of need by the requesting party, such statement to be provided to the custodian of records and to set forth the need for the report pursuant to this Code section; provided, however, that any person or entity whose name or identifying information is contained in a Georgia Uniform Motor Vehicle Accident Report shall be entitled, either personally or through a lawyer or other representative, to

receive a copy of such report; and provided, further, that Georgia Uniform Motor Vehicle Accident Reports shall not be available in bulk for inspection or copying by any person absent a written statement showing the need for each such report pursuant to the requirements of this Code section. For the purposes of this subsection, the term 'need' means that the natural person or legal entity who is requesting in person or by representative to inspect or copy the Georgia Uniform Motor Vehicle Accident Report:

- (A) Has a personal, professional, or business connection with a party to the accident;
 - (B) Owns or leases an interest in property allegedly or actually damaged in the accident;
 - (C) Was allegedly or actually injured by the accident;
 - (D) Was a witness to the accident;
 - (E) Is the actual or alleged insurer of a party to the accident or of property actually or allegedly damaged by the accident;
 - (F) Is a prosecutor or a publicly employed law enforcement officer;
 - (G) Is alleged to be liable to another party as a result of the accident;
 - (H) Is an attorney stating that he or she needs the requested reports as part of a criminal case, or an investigation of a potential claim involving contentions that a roadway, railroad crossing, or intersection is unsafe;
 - (I) Is gathering information as a representative of a news media organization; or
 - (J) Is conducting research in the public interest for such purposes as accident prevention, prevention of injuries or damages in accidents, determination of fault in an accident or accidents, or other similar purposes; provided, however, this subparagraph will apply only to accident reports on accidents that occurred more than 30 days prior to the request and which shall have the name, street address, telephone number, and driver's license number redacted;
- (5) Records that consist of confidential evaluations submitted to, or examinations prepared by, a governmental agency and prepared in connection with the appointment or hiring of a public officer or employee; and records consisting of material obtained in investigations related to the suspension, firing, or investigation of complaints against public officers or employees until ten days after the same has been presented to the agency or an officer for action or the investigation is otherwise concluded or terminated, provided that this paragraph shall not be interpreted to make such investigatory records privileged;
- (6)(A) Real estate appraisals, engineering or feasibility estimates, or other records made for or by the state or a local agency relative to the acquisition of real property until such time as the property has been acquired or the proposed transaction has been terminated or abandoned; and
 - (B) Engineers' cost estimates and pending, rejected, or deferred bids or proposals until such time as the final award of the contract is made or the project is terminated or abandoned. The provisions of this subparagraph shall apply whether the bid or proposal is received or prepared by the Department of Transportation pursuant to Article 4 of Chapter 2 of Title 32, by a county pursuant to Article 3 of Chapter 4 of Title 32, by a municipality pursuant to Article 4 of Chapter 4 of Title 32, or by a governmental entity

pursuant to Article 2 of Chapter 91 of Title 36;

(7) Notwithstanding any other provision of this article, an agency shall not be required to release those portions of records which would identify persons applying for or under consideration for employment or appointment as executive head of an agency as that term is defined in paragraph (1) of subsection (a) of Code Section 50-14-1, or of a unit of the University System of Georgia; provided, however, that at least 14 calendar days prior to the meeting at which final action or vote is to be taken on the position, the agency shall release all documents which came into its possession with respect to as many as three persons under consideration whom the agency has determined to be the best qualified for the position and from among whom the agency intends to fill the position. Prior to the release of these documents, an agency may allow such a person to decline being considered further for the position rather than have documents pertaining to the person released. In that event, the agency shall release the documents of the next most qualified person under consideration who does not decline the position. If an agency has conducted its hiring or appointment process open to the public, it shall not be required to delay 14 days to take final action on the position. The agency shall not be required to release such records with respect to other applicants or persons under consideration, except at the request of any such person. Upon request, the hiring agency shall furnish the number of applicants and the composition of the list by such factors as race and sex. The agency shall not be allowed to avoid the provisions of this paragraph by the employment of a private person or agency to assist with the search or application process;

(8) Related to the provision of staff services to individual members of the General Assembly by the Legislative and Congressional Reapportionment Office, the Senate Research Office, or the House Research Office, provided that this exception shall not have any application with respect to records related to the provision of staff services to any committee or subcommittee or to any records which are or have been previously publicly disclosed by or pursuant to the direction of an individual member of the General Assembly;

(9) Records that are of historical research value which are given or sold to public archival institutions, public libraries, or libraries of a unit of the Board of Regents of the University System of Georgia when the owner or donor of such records wishes to place restrictions on access to the records. No restriction on access, however, may extend more than 75 years from the date of donation or sale. This exemption shall not apply to any records prepared in the course of the operation of state or local governments of the State of Georgia;

(10) Records that contain information from the Department of Natural Resources inventory and register relating to the location and character of a historic property or of historic properties as those terms are defined in Code Sections 12-3-50.1 and 12-3-50.2 if the Department of Natural Resources through its Division of Historic Preservation determines that disclosure will create a substantial risk of harm, theft, or destruction to the property or properties or the area or place where the property or properties are located;

(10.1) Records of farm water use by individual farms as determined by water-measuring

devices installed pursuant to Code Section 12-5-31 or 12-5-105; provided, however, that compilations of such records for the 52 large watershed basins as identified by the eight-digit United States Geologic Survey hydrologic code or an aquifer that do not reveal farm water use by individual farms shall be subject to disclosure under this article;

(11) Records that contain site specific information regarding the occurrence of rare species of plants or animals or the location of sensitive natural habitats on public or private property if the Department of Natural Resources determines that disclosure will create a substantial risk of harm, theft, or destruction to the species or habitats or the area or place where the species or habitats are located; provided, however, that the owner or owners of private property upon which rare species of plants or animals occur or upon which sensitive natural habitats are located shall be entitled to such information pursuant to this article;

(11.1) An individual's social security number and insurance or medical information in personnel records, which may be redacted from such records;

(11.2) Records that would reveal the names, home addresses, telephone numbers, security codes, or any other data or information developed, collected, or received by counties or municipalities in connection with the installation, servicing, maintaining, operating, selling, or leasing of burglar alarm systems, fire alarm systems, or other electronic security systems; provided, however, that initial police reports and initial incident reports shall remain subject to disclosure pursuant to paragraph (4) of this subsection;

(11.3)(A) An individual's social security number, mother's birth name, credit card information, debit card information, bank account information, financial data or information, and insurance or medical information in all records, and if technically feasible at reasonable cost, day and month of birth, which shall be redacted prior to disclosure of any record requested pursuant to this article; provided, however, that such information shall not be redacted from such records if the person or entity requesting such records requests such information in a writing signed under oath by such person or a person legally authorized to represent such entity which states that such person or entity is gathering information as a representative of a news media organization for use in connection with news gathering and reporting; and provided, further, that such access shall be limited to social security numbers and day and month of birth; and provided, further, that this news media organization exception for access to social security numbers and day and month of birth and the other protected information set forth in this subparagraph shall not apply to teachers and employees of a public school.

(B) This paragraph shall have no application to:

(i) The disclosure of information contained in the records or papers of any court or derived therefrom including without limitation records maintained pursuant to Article 9 of Title 11;

(ii) The disclosure of information to a court, prosecutor, or publicly employed law enforcement officer, or authorized agent thereof, seeking records in an official capacity;

(iii) The disclosure of information to a public employee of this state, its political

subdivisions, or the United States who is obtaining such information for administrative purposes, in which case, subject to applicable laws of the United States, further access to such information shall continue to be subject to the provisions of this paragraph;

(iv) The disclosure of information as authorized by the order of a court of competent jurisdiction upon good cause shown to have access to any or all of such information upon such conditions as may be set forth in such order;

(v) The disclosure of information to the individual in respect of whom such information is maintained, with the authorization thereof, or to an authorized agent thereof; provided, however, that the agency maintaining such information shall require proper identification of such individual or such individual's agent, or proof of authorization, as determined by such agency;

(vi) The disclosure of the day and month of birth and mother's birth name of a deceased individual;

(vii) The disclosure by an agency of credit or payment information in connection with a request by a consumer reporting agency as that term is defined under the federal Fair Credit Reporting Act (15 U.S.C. Section 1681, et seq.);

(viii) The disclosure by an agency of information in its records in connection with the agency's discharging or fulfilling of its duties and responsibilities, including, but not limited to, the collection of debts owed to the agency or individuals or entities whom the agency assists in the collection of debts owed to the individual or entity; or

(ix) The disclosure of information necessary to comply with legal or regulatory requirements or for legitimate law enforcement purposes.

(C) Records and information disseminated pursuant to this paragraph may be used only by the authorized recipient and only for the authorized purpose. Any person who obtains records or information pursuant to the provisions of this paragraph and knowingly and willfully discloses, distributes, or sells such records or information to an unauthorized recipient or for an unauthorized purpose shall be guilty of a misdemeanor of a high and aggravated nature and upon conviction thereof shall be punished as provided in Code Section 17-10-4. Any person injured thereby shall have a cause of action for invasion of privacy. Any prosecution pursuant to this paragraph shall be in accordance with the procedure in subsection (b) of Code Section 50-18-74.

(D) In the event that the custodian of public records protected by this paragraph has good faith reason to believe that a pending request for such records has been made fraudulently, under false pretenses, or by means of false swearing, such custodian shall apply to the superior court of the county in which such records are maintained for a protective order limiting or prohibiting access to such records.

(E) This paragraph shall supplement and shall not supplant, overrule, replace, or otherwise modify or supersede any provision of statute, regulation, or law of the federal government or of this state as now or hereafter amended or enacted requiring, restricting, or prohibiting access to the information identified in subparagraph (A) of this paragraph and shall constitute only a regulation of the methods of such access where not otherwise provided for, restricted, or prohibited;

(12) Public records containing information that would disclose or might lead to the disclosure of any component in the process used to execute or adopt an electronic signature, if such disclosure would or might cause the electronic signature to cease being under the sole control of the person using it. For purposes of this paragraph, the term 'electronic signature' has the same meaning as that term is defined in Code Section 10-12-3;

(13) Records that would reveal the home address or telephone number, social security number, or insurance or medical information of employees of the Department of Revenue, law enforcement officers, judges, scientists employed by the Division of Forensic Sciences of the Georgia Bureau of Investigation, correctional employees, and prosecutors or identification of immediate family members or dependents thereof;

(13.1) Records that reveal the home address, the home telephone number, or the social security number of or insurance or medical information about teachers and employees of a public school. For the purposes of this paragraph, the term 'public school' means any school which is conducted within this state and which is under the authority and supervision of a duly elected county or independent board of education;

(13.2) Records that are kept by the probate court pertaining to guardianships and conservatorships except as provided in Code Section 29-9-18;

(14) Acquired by an agency for the purpose of establishing or implementing, or assisting in the establishment or implementation of, a carpooling or ridesharing program, to the extent such records would reveal the name, home address, employment address, home telephone number, employment telephone number, or hours of employment of any individual or would otherwise identify any individual who is participating in, or who has expressed an interest in participating in, any such program. As used in this paragraph, the term 'carpooling or ridesharing program' means and includes, but is not limited to, the formation of carpools, vanpools, or buspools, the provision of transit routes, rideshare research, and the development of other demand management strategies such as variable working hours and telecommuting;

(15)(A) Records, the disclosure of which would compromise security against sabotage or criminal or terrorist acts and the nondisclosure of which is necessary for the protection of life, safety, or public property, which shall be limited to the following:

(i) Security plans and vulnerability assessments for any public utility, technology infrastructure, building, facility, function, or activity in effect at the time of the request for disclosure or pertaining to a plan or assessment in effect at such time;

(ii) Any plan for protection against terrorist or other attacks, which plan depends for its effectiveness in whole or in part upon a lack of general public knowledge of its details;

(iii) Any document relating to the existence, nature, location, or function of security devices designed to protect against terrorist or other attacks, which devices depend for their effectiveness in whole or in part upon a lack of general public knowledge; and

(iv) Any plan, blueprint, or other material which if made public could compromise security against sabotage, criminal, or terroristic acts.

(B) In the event of litigation challenging nondisclosure pursuant to this paragraph by an agency of a document covered by this paragraph, the court may review the documents in question in camera and may condition, in writing, any disclosure upon such measures as the court may find to be necessary to protect against endangerment of life, safety, or public property.

(C) As used in divisions (i) and (iv) of subparagraph (A) of this paragraph, the term 'activity' means deployment or surveillance strategies, actions mandated by changes in the federal threat level, motorcades, contingency plans, proposed or alternative motorcade routes, executive and dignitary protection, planned responses to criminal or terrorist actions, after-action reports still in use, proposed or actual plans and responses to bioterrorism, and proposed or actual plans and responses to requesting and receiving the National Pharmacy Stockpile;

(16) Unless the request is made by the accused in a criminal case or by his or her attorney, public records of an emergency '911' system, as defined in paragraph (3) of Code Section 46-5-122, containing information which would reveal the name, address, or telephone number of a person placing a call to a public safety answering point, which information may be redacted from such records if necessary to prevent the disclosure of the identity of a confidential source, to prevent disclosure of material which would endanger the life or physical safety of any person or persons, or to prevent the disclosure of the existence of a confidential surveillance or investigation; or

(17) Records of athletic or recreational programs, available through the state or a political subdivision of the state, that include information identifying a child or children 12 years of age or under by name, address, telephone number, or emergency contact, unless such identifying information has been redacted.

(b) This article shall not be applicable to:

(1) Any trade secrets obtained from a person or business entity which are of a privileged or confidential nature and required by law to be submitted to a government agency or to data, records, or information of a proprietary nature, produced or collected by or for faculty or staff of state institutions of higher learning, or other governmental agencies, in the conduct of or as a result of, study or research on commercial, scientific, technical, or scholarly issues, whether sponsored by the institution alone or in conjunction with a governmental body or private concern, where such data, records, or information has not been publicly released, published, copyrighted, or patented;

(2) Any data, records, or information developed, collected, or received by or on behalf of faculty, staff, employees, or students of an institution of higher education or any public or private entity supporting or participating in the activities of an institution of higher education in the conduct of, or as a result of, study or research on medical, scientific, technical, scholarly, or artistic issues, whether sponsored by the institution alone or in conjunction with a governmental body or private entity until such information is published, patented, otherwise publicly disseminated, or released to an agency whereupon the request must be made to the agency. This subsection applies to, but is not limited to, information provided by participants in research, research notes and data, discoveries, research projects, methodologies, protocols, and creative works; or

(3) Unless otherwise provided by law, contract, bid, or proposal, records consisting of questions, scoring keys, and other materials, constituting a test that derives value from being unknown to the test taker prior to administration, which is to be administered by the State Board of Education, the Office of Student Achievement, or a local school system, if reasonable measures are taken by the owner of the test to protect security and confidentiality; provided, however, that the State Board of Education may establish procedures whereby a person may view, but not copy, such records if viewing will not, in the judgment of the board, affect the result of administration of such test.

These limitations shall not be interpreted by any court of law to include or otherwise exempt from inspection the records of any athletic association or other nonprofit entity promoting intercollegiate athletics.

(c)(1) All public records of hospital authorities shall be subject to this article except for those otherwise excepted by this article or any other provision of law.

(2) All state officers and employees shall have a privilege to refuse to disclose the identity or personally identifiable information of any person participating in research on commercial, scientific, technical, medical, scholarly, or artistic issues conducted by the Department of Human Resources or a state institution of higher education whether sponsored by the institution alone or in conjunction with a governmental body or private entity. Personally identifiable information shall mean any information which if disclosed might reasonably reveal the identity of such person including but not limited to the person's name, address, and social security number. The identity of such informant shall not be admissible in evidence in any court of the state unless the court finds that the identity of the informant already has been disclosed otherwise.

(d) This article shall not be applicable to any application submitted to or any permanent records maintained by a judge of the probate court pursuant to Code Section 16-11-129, relating to licenses to carry pistols or revolvers, or pursuant to any other requirement for maintaining records relative to the possession of firearms. This subsection shall not preclude law enforcement agencies from obtaining records relating to licensing and possession of firearms as provided by law.

(e) This article shall not be construed to repeal:

(1) The attorney-client privilege recognized by state law to the extent that a record pertains to the requesting or giving of legal advice or the disclosure of facts concerning or pertaining to pending or potential litigation, settlement, claims, administrative proceedings, or other judicial actions brought or to be brought by or against the agency or any officer or employee; provided, however, attorney-client information may be obtained in a proceeding under Code Section 50-18-73 to prove justification or lack thereof in refusing disclosure of documents under this Code section provided the judge of the court in which said proceeding is pending shall first determine by an in camera examination that such disclosure would be relevant on that issue;

(2) The confidentiality of attorney work product; or

(3) State laws making certain tax matters confidential.

(f)(1) As used in this article, the term:

(A) 'Computer program' means a set of instructions, statements, or related data that, in

actual or modified form, is capable of causing a computer or computer system to perform specified functions.

(B) 'Computer software' means one or more computer programs, existing in any form, or any associated operational procedures, manuals, or other documentation.

(2) This article shall not be applicable to any computer program or computer software used or maintained in the course of operation of a public office or agency.

(g) This Code section shall be interpreted narrowly so as to exclude from disclosure only that portion of a public record to which an exclusion is directly applicable. It shall be the duty of the agency having custody of a record to provide all other portions of a record for public inspection or copying.

(h) Within the three business days applicable to response to a request for access to records under this article, the public officer or agency having control of such record or records, if access to such record or records is denied in whole or in part, shall specify in writing the specific legal authority exempting such record or records from disclosure, by Code section, subsection, and paragraph. No addition to or amendment of such designation shall be permitted thereafter or in any proceeding to enforce the terms of this article; provided, however, that such designation may be amended or supplemented one time within five days of discovery of an error in such designation or within five days of the institution of an action to enforce this article, whichever is sooner; provided, further, that the right to amend or supplement based upon discovery of an error may be exercised on only one occasion. In the event that such designation includes provisions not relevant to the subject matter of the request, costs and reasonable attorney's fees may be awarded pursuant to Code Section 50-18-73.

50-18-73.

(a) The superior courts of this state shall have jurisdiction in law and in equity to entertain actions against persons or agencies having custody of records open to the public under this article to enforce compliance with the provisions of this article. Such actions may be brought by any person, firm, corporation, or other entity. In addition, the Attorney General shall have authority to bring such actions, either civil or criminal, in his or her discretion as may be appropriate to enforce compliance with this article.

(b) In any action brought to enforce the provisions of this chapter in which the court determines that either party acted without substantial justification either in not complying with this chapter or in instituting the litigation, the court shall, unless it finds that special circumstances exist, assess in favor of the complaining party reasonable attorney's fees and other litigation costs reasonably incurred. Whether the position of the complaining party was substantially justified shall be determined on the basis of the record as a whole which is made in the proceeding for which fees and other expenses are sought.

(c) Any agency or person who provides access to information in good faith reliance on the requirements of this chapter shall not be liable in any action on account of having provided access to such information.

50-18-74.

(a) Any person knowingly and willfully violating the provisions of this article by failing or refusing to provide access to records not subject to exemption from this article or by failing or refusing to provide access to such records within the time limits set forth in this article shall be guilty of a misdemeanor and upon conviction shall be punished by a fine not to exceed \$100.00.

(b) A prosecution under this Code section may only be commenced by issuance of a citation in the same manner as an arrest warrant for a peace officer pursuant to Code Section 17-4-40, which citation shall be personally served upon the accused. The defendant shall not be arrested prior to the time of trial, except that a defendant who fails to appear for arraignment or trial may thereafter be arrested pursuant to a bench warrant and required to post a bond for his or her future appearance.

50-18-75.

Communications between the Office of Legislative Counsel and the following persons shall be privileged and confidential: members of the General Assembly, the Lieutenant Governor, and persons acting on behalf of such public officers; and such communications, and records and work product relating to such communications, shall not be subject to inspection or disclosure under this article or any other law or under judicial process; provided, however, that this privilege shall not apply where it is waived by the affected public officer or officers. The privilege established under this Code section is in addition to any other constitutional, statutory, or common law privilege.

50-18-76.

No form, document, or other written matter which is required by law or rule or regulation to be filed as a vital record under the provisions of Chapter 10 of Title 31, which contains information which is exempt from disclosure under Code Section 31-10-25, and which is temporarily kept or maintained in any file or with any other documents in the office of the judge or clerk of any court prior to filing with the Department of Human Resources shall be open to inspection by the general public, even though the other papers or documents in such file may be open to inspection.

50-18-77.

The procedures and fees provided for in this article shall not apply to public records, including records that are exempt from disclosure pursuant to Code Section 50-18-72, which are requested in writing by a state or federal grand jury, taxing authority, law enforcement agency, or prosecuting attorney in conjunction with an ongoing administrative, criminal, or tax investigation. The lawful custodian shall provide copies of such records to the requesting agency unless such records are privileged or disclosure to such agencies is specifically restricted by law.

50-18-90.

This article shall be known and may be cited as the 'Georgia Records Act.'



SUMMARY OF EXCEPTIONS TO THE OPEN MEETINGS ACT

The following meetings **are not** required to be open to the public:

1. Staff meetings held for investigative purposes under duties or responsibilities imposed by law. O.C.G.A. § 50-14-3(1).
2. The deliberations and voting of the State Board of Pardons and Paroles. O.C.G.A. § 50-14-3(2).
3. Meetings held by the State Board of Pardons and Paroles for the purpose of receiving information or evidence for or against clemency or in revocation proceedings if such information or evidence would present a substantial risk of harm or injury to a witness. O.C.G.A. § 50-14-3(2).
4. Meetings of the Georgia Bureau of Investigation, and any other law enforcement agency in the state, including grand juries. O.C.G.A. § 50-14-3(3).
5. Meetings when any agency is discussing the future acquisition of real estate (but notice of such a meeting must be given and minutes must be taken for future disclosure). O.C.G.A. § 50-14-3(4).
6. Meetings of the governing authority of a public hospital or any committee of a public hospital when discussing the granting, restriction, or revocation of staff privileges or the granting of abortions. O.C.G.A. § 50-14-3(5).
7. Meetings when discussing or deliberating (but not voting) upon the appointment, employment, compensation, hiring, disciplinary action or dismissal, or periodic evaluation or rating of a public officer or employee. O.C.G.A. § 50-14-3(6).

*Except when receiving evidence or hearing argument on charges filed to determine disciplinary action or dismissal of a public officer or employee.
8. Adoptions and related proceedings. O.C.G.A. § 50-14-3(7).
9. Meetings with legal counsel covered by the attorney-client privilege when consulting about pending or potential litigation, settlement, and claims. O.C.G.A. § 50-14-2(1).
10. Tax matters declared confidential by state law. O.C.G.A. § 50-14-2(2).
11. Meetings held to discuss any records that, if revealed, would compromise security against sabotage or criminal or terrorist acts, the nondisclosure of which is necessary for the protection of life, safety or public property. O.C.G.A. § 50-18-72 (15)

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SUMMARY OF EXCEPTIONS TO THE OPEN RECORDS ACT¹

Public disclosure is **not** required for the following records:

1. Records specifically required by the federal government to be kept confidential. O.C.G.A. § 50-18-72 (a)(1).
2. Medical or veterinary records and similar files, the disclosure of which would be an invasion of personal privacy. O.C.G.A. § 50-18-72 (a)(2).
3. Records compiled for law enforcement or prosecution purposes* to the extent that they would disclose the identity of a confidential source, confidential investigative or prosecution material which would endanger the life or physical safety of any person or persons; or the existence of a confidential surveillance or investigation. O.C.G.A. § 50-18-72 (a)(3)

*Except as otherwise provided by law.
4. Records of law enforcement, prosecution, or regulatory agencies in any **pending** investigation or prosecution of criminal or unlawful activity.* O.C.G.A. § 50-18-72 (a)(4)

*This does not include initial police arrest reports and initial incident reports which are subject to public disclosure, unless they contain confidential information.²
5. Individual Georgia Uniform Motor Vehicle Reports, except upon the submission of a written statement of need by the requesting party or where the person's or entity's name or identifying information is contained in the report. O.C.G.A. § 50-18-74 (a)(4.1).
6. Records consisting of confidential evaluations submitted to, or examinations prepared by, a governmental agency and prepared in connection with the appointment or hiring of a public officer or employee. O.C.G.A. § 50-18-72 (a)(5).
7. Records consisting of material obtained in investigations related to the suspension, firing, or investigation of complaints against public officers or employees until 10 days after the same has been presented to the agency or an officer for action, or the investigation is otherwise concluded or terminated. O.C.G.A. § 50-18-72 (a)(5).
8. Real estate appraisals, engineering or feasibility estimates, etc., made for or by the state or a local agency relative to the acquisition of real property until the property has been acquired or the proposed transaction has been terminated or abandoned. O.C.G.A. § 50-18-72 (a)(6)(A).
9. Engineers' cost estimates and rejected or deferred bids or proposals, either received or prepared by the Department of Transportation, by a county, or by a municipality, until such time as the final award is made or the project has been terminated or abandoned. O.C.G.A. § 50-18-72 (a)(6)(B).

10. Portions of records that would identify persons applying for or under consideration for employment or appointment as executive head of an agency or a unit of the University System of Georgia. However, information relating to as many as three candidates who the agency determines to be the best qualified for the position and from among whom the agency intends to fill the position must be released at least 14 calendar days prior to the meeting at which final action or vote is to be taken on the position, if the candidate still wants to be considered for the position. O.C.G.A. § 50-18-72 (a)(7).
11. Records related to the provision of staff services to individual members of the General Assembly by the Legislative and Congressional Reapportionment Office, the Senate Research Office, or the House Republican Office. O.C.G.A. § 50-18-72(a)(8).
12. Records of historical research value which are given or sold to public archival institutions, public libraries, or libraries of a unit of the Board of Regents of the University System of Georgia when the owner or donor of such records wishes to place restrictions on access to the records.* O.C.G.A. § 50-18-72(a)(9).
- *Restriction of access not to exceed 75 years from the date of donation or sale. This exemption does not apply to records prepared in the course of the operation of state or local governments of the state of Georgia.
13. Records that contain information from the Department of Natural Resources inventory and register relating to the location and character of historic property, if disclosure would create a substantial risk of harm to the property. O.C.G.A. § 50-18-72 (a)(10).
14. Records that contain site specific information regarding the occurrence of rare species of plants or animals or the location of sensitive natural habitats if disclosure would create a substantial risk of harm to the species or the location.* O.C.G.A. § 50-18-72(a)(11).
- *However, the owner of private property housing rare species of plants/animals or sensitive natural habitats is entitled to disclosure.
15. Social security numbers and insurance of medical information in personnel records may be redacted. O.C.G.A. § 50-18-72(a)(11.1).
16. Personal information regarding persons associated with alarm or security systems may be kept private. O.C.G.A. § 50-18-72(a)(11.2).
17. Personal information including social security number, mother's birth names, credit card information, debit card information, bank account information, financial data or information, day and month of birth and insurance or medical information must be redacted from records provided under this act. O.C.G.A. § 50-18-72(a)(11.3).
- *However, upon submission of a request and statement under oath, members of the media are allowed to receive an individual's social security number and date and month of birth unless the individual is a teacher or employee of a public school.
18. Disclosure of records containing information that would disclose the components used for personal electronic signatures of employees or entities of any department or agency when such disclosure

would cause the electronic signature to no longer be under the exclusive control of the person or entity. O.C.G.A. § 50-18-72(a)(12).

19. Records that would reveal the home address, telephone number, social security number, or insurance or medical information of employees of the Department of Revenue, law enforcement officers, judges, scientists employed by the Division of Forensic Science of the Georgia Bureau of investigation, correctional employees, and prosecutors or identification of immediate family members or dependents thereof. O.C.G.A. § 50-18-72(a)(13).
20. Records that would reveal the home address, telephone number, social security number, or insurance or medical information about public school teachers and employees. O.C.G.A. § 50-18-72(a)(13.1).
21. Records acquired for the purpose of establishing carpooling or rideshare programs, to the extent that such records would reveal the name, home address, employment address, home telephone number, employment telephone number or hours of employment for or identify in any other way an individual inquiring about or participating in such a program. O.C.G.A. § 50-18-72(a)(14).
22. Trade secrets obtained from a person or business entity that are of a privileged or confidential nature and are required by law to be submitted to a government agency. O.C.G.A. § 50-18-72 (b)(1).
23. Data, records, or information developed, collected, or received by or for faculty, staff, employees or students of state institutions of higher learning, or other governmental agencies, in the conduct of or as a result of, study or research on commercial, scientific, technical, or scholarly issues, where such data, records, or information has not been publicly released, published, copyrighted, or patented.* O.C.G.A. § 50-18-72(b)(1) & (2).

*This exception **does not** include the records of any athletic association or other nonprofit entity promoting inter-collegiate athletics.
24. Public records of hospital authorities but only when specifically exempted by this article or any other provision of law. O.C.G.A. § 50-18-72(c)(1).
25. State officers and employees do not have to disclose the identity or personal information of any person who has furnished medical or similar information which has or will become incorporated into any medical or public health investigation, study or report of the Department of Human Resources. O.C.G.A. § 50-18-72(c)(2).
26. Any application submitted to or any permanent records maintained by a judge of the probate court relating to licenses to carry pistols or revolvers, or any other records relative to the possession of firearms.* O.C.G.A. § 50-18-72(d).

*However, law enforcement agencies can obtain records relating to licensing and possession of firearms as provided by law.
27. Records subject to the attorney-client privilege. O.C.G.A. § 50-18-72(e)(1).
28. Attorney work product. O.C.G.A. § 50-18-72(e)(2).
29. Tax matters made confidential by state law. O.C.G.A. § 50-18-72(e)(3).

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SUMMARY OF SOME EXCEPTIONS OUTSIDE THE OPEN RECORDS ACT

Though most exceptions to the Open Records Act are located in Title 50, there are several sections of the Georgia code provide exceptions to the public disclosure requirement. The following examples are sections that might be applicable to cities.³

1. Information provided by victims participating in a notification program is protected from disclosure. O.C.G.A. § 17-17-14.
2. Public school teachers, administrators and superintendents are required to undergo annual performance evaluations. These evaluations are protected from disclosure. O.C.G.A. § 20-2-210.
3. Library records that could identify the user of library materials are protected from disclosure. O.C.G.A. § 24-9-46.
4. Hospital plans, proposals, or strategies that are potentially commercially valuable and have not been made public, until such time as the plan, proposal, or strategy has been either approved or rejected. O.C.G.A. § 31-7-75.2.
5. Vital records such as birth certificates are protected from disclosure. O.C.G.A. § 31-10-25.
6. Records a city obtains from the insurance commissioner through the administration of a tax, such as the insurance premium tax, are protected from disclosure. O.C.G.A. § 33-8-10.
7. Records provided to the county board of tax assessors by a taxpayer, other than the tax return. These confidential records may include taxpayers' accounting records, profit and loss statements, and balance sheets. O.C.G.A. § 48-5-314.
8. Information obtained by a city as a result of a hotel-motel tax is protected from disclosure. O.C.G.A. § 48-13-53.4.
9. A city that creates or maintains geographic information systems in electronic form are not required to disclose this information under the Open Records Act. The municipality may contract to distribute, sell, or provide access to such information and may license or establish fees for providing such records. O.C.G.A. § 50-29-2.
10. Records on candidates and peace officers prepared pursuant to the Georgia Peace Officer Standards and Training Act are considered confidential and may only be released to the candidate or peace officer to whom they pertain or to a law enforcement unit considering such person for employment. O.C.G.A. § 35-8-15.



CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 8146

DATE: May 27, 2020

TO: The Honorable Mayor and Members of City Council

FROM: Terrence R. Moore, City Manager

RE: Consideration of Utility Credit Resolution - Fiscal Year 2020-2021

Attached please find proposed City of College Park Utility Credit Resolution No. 2020-11. The resolution provides for a utility credit to (1) regular full-time City employees, (2) regular part-time City employees, (3) retired City employees, (4) retired elected officials, (5) survivor spouses of retired employees and (6) survivor spouses of retired elected officials, who were continuously living in the City at the time of retirement, and who continuously live within the City, without a break in residency, to be applied toward the monthly City generated utility bills. Regular part-time City employees will receive a credit not-to-exceed twelve hundred dollars and no cents (\$1,200) annually. All regular full-time employees, elected officials, retirees and survivor spouses will receive a credit not-to-exceed twenty-four hundred dollars and no cents (\$2,400) annually. Such credit is subject to restrictions and limitations.

Funding for this program has been allocated in the Fiscal Year 2020-2021 Budget.

Thank you.

ATTACHMENTS:

- City Employee Utility Credit Resolution No. 2020-11 (DOCX)
- City Employee Utility Credit Resolution No. 2019-17 (PDF)

Review:

- Terrence R. Moore Completed 05/25/2020 1:16 PM
- Rosyline Robinson Completed 05/25/2020 1:22 PM
- Finance Completed 05/25/2020 7:50 PM
- City Attorney's Office Completed 05/26/2020 12:19 PM
- Terrence R. Moore Completed 05/27/2020 6:37 PM

Updated: 5/27/2020 5:59 PM by Rosyline Robinson

Page 1

- Mayor & City Council Pending 06/01/2020 7:30 PM

1 **STATE OF GEORGIA**

2

3 **CITY OF COLLEGE PARK**

4

5

RESOLUTION 2020-11

6

7 A RESOLUTION TO CLARIFY AND FURTHER DEFINE CERTAIN CLASSIFICATIONS OF
8 CITY EMPLOYEES, RETIRED ELECTED OFFICIALS AND EMPLOYEES, AND
9 SURVIVING SPOUSES WHO LIVE WITHIN THE MUNICIPAL LIMITS OF THE CITY OF
10 COLLEGE PARK, AND WHO ARE ELIGIBLE TO RECEIVE CITY UTILITY CREDITS; TO
11 REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN EFFECTIVE DATE AND
12 TERM; AND FOR OTHER PURPOSES.

13 **WHEREAS**, The Mayor and Council of College Park finds the neighborhoods in the
14 City of College Park are under significant pressures as a result of airport noise, crime and
15 increasingly transient population; and

16 **WHEREAS**, The Mayor and Council of College Park finds the reduction in the City's
17 population as a result of the expansion of the Hartsfield-Jackson Atlanta International Airport to
18 be an ongoing and increasing concern; and

19 **WHEREAS**, The Mayor and Council of College Park finds that encouraging families to
20 live in and return to the City of College Park is a factor in creating safe, stable, and desirable
21 neighborhoods in the City of College Park; and

22 **WHEREAS**, The Mayor and Council of College Park finds that employment stability is
23 a positive factor in creating safe, stable and desirable neighborhoods in the City of College Park;
24 and

25 **WHEREAS**, The Mayor and Council of College Park finds that increased civic pride and
26 interest in the City of College Park is a positive factor in creating safe, stable and desirable
27 neighborhoods in the City of College Park, and that City employees who live within the City of
28 College Park contribute to such neighborhoods through their employment stability, increased civic
29 pride, and interest in the City of College Park; and

30 **WHEREAS**, The Mayor and Council of College Park finds that the City's interests in
 31 improving employee performance and reducing absenteeism are served by encouraging City
 32 employees to live in the City; and

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 34 works employees who live within the City of College Park are able to respond to call back in
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 40 the retired City employees and the retired elected City officials who live within the City of
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42 **NOW, THEREFORE, BE IT RESOLVED**, the City will apply a utility credit to (1) regular full-
 43 time City employees, (2) regular part-time City employees, (3) retired City employees, (4) retired
 44 elected officials, (5) survivor spouses of retired employees and (6) survivor spouses of retired
 45 elected officials, who were continuously living in the City at the time of retirement, and who
 46 continuously live within the City, without a break in residency, to be applied toward the monthly
 47 City generated utility bills. Regular part-time City employees will receive a credit not-to-exceed
 48 twelve hundred dollars and no cents (\$1,200) annually. All regular full-time employees, elected
 49 officials, retirees and survivor spouses will receive a credit not-to-exceed twenty-four hundred
 50 dollars and no cents (\$2,400) annually. Such credit shall be subject to the following restrictions
 51 and limitations:

- 52
- 53 1. Such credit shall be granted monthly during each regular calendar year, so long as the
 54 subject receiving such credit continues to qualify for such credit.
 55
 - 56 2. To qualify for such credit, the employee/retiree/survivor spouse shall be required to prove
 57 residency within the City through a validly signed lease or proof of ownership of the
 58 employee's/retiree's residence; such proof must be in the name of the employee/retiree
 59 and/or the employee's/retiree's spouse only.
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 - 61 3. The employee/retiree/survivor spouse shall be required to have lived within the City of
 62 College Park for at least one full month before qualifying for such credit.
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 - 64 4. Such credit shall be applied against City-provided utility usage only; such credit shall not
 65 be used to establish deposits or clear arrearages incurred by the employee/retiree/survivor

66 spouse notwithstanding the credit. The employee/retiree/survivor spouse is subject to
67 disconnection of utility services on city generated utility bills in the event of non-payment
68 of remaining balances, if any. Employees/retirees/survivor spouses who are delinquent on
69 utility payments from the previous fiscal year have until July 31st of the current benefit year
70 to satisfy outstanding balances. Otherwise, they are subject to loss of eligibility for the
71 utility credit benefit for a twelve-month period.
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75 more than 30 days past due is subject to disconnection of services, forfeiture of utility credit
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77 all beneficiaries consent to the City withholding from any salary due unpaid utility balance.
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- 79 6. Such credit has no cash value and is not convertible to cash or equivalent.
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- 81 7. Elected officials/employees/retirees/survivor spouses may accumulate unused credits on
82 their monthly utility bills that are less than \$200 per month within the twelve-month period
83 beginning July 1, 2020 and ending June 30, 2021. Any unused accumulated credit may be
84 applied to subsequent monthly utility bills. Carry-over into the next fiscal year of any
85 unused accumulated utility credit is not allowed. Unused credit can also be reimbursed to
86 the employee/retiree/survivor spouse for third party billing for water, sewer and trash
87 services provided by the City. All accumulated utility credit amounts terminate at the end
88 of the current fiscal year and are non-refundable upon separation of employment with the
89 City or a loss of eligibility for the utility credit benefit occurs.
90
- 91 8. An “elected official” shall be defined as any resident of the City of College Park elected to
92 the position(s) of mayor or member of the City Council, or who is currently serving as
93 mayor or councilperson as of the date of this resolution, or who is appointed to fill an
94 unexpired term of those offices.
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- 96 9. A “regular full-time employee” shall be defined as an employee who has been employed
97 by the City for an indefinite period of time to work forty (40) hours per week or eighty (80)
98 hours per bi-weekly pay period and all full-time contract employees (e.g., City Manager,
99 department heads), and who currently resides within the City limits.
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- 101 10. A “regular part-time employee” shall be defined as an employee who has been employed
102 by the City for an indefinite period of time to work less than forty (40) hours per week and
103 greater than twenty (20) hours per work week, and who currently resides within the City
104 limits.
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107 employed with the City; who is currently vested in the City’s retirement program, who are
108 receiving benefits from the City’s retirement program, and who currently reside within the
109 City limits.
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111 12. A “retired elected official” shall be defined as a former elected official of the City who no
112 longer holds any City elected office, who held any City elected office for a time period of
113 no less than five continuous (5) years, and who currently resides within the City limits.
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115 13. A “survivor spouse of a retired employee” shall be defined as the spouse of a retired
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130

131 16. All regular part-time employees shall be responsible for paying any portion of the utility
132 bill that exceeds \$1,200 annually on City generated utility bills.
133

134 **SO RESOLVED THIS _____ DAY OF JUNE, 2020.**

135
136 MAYOR AND COUNCIL
137 CITY OF COLLEGE PARK

138
139 _____
140 Bianca Motley Broom, Mayor

141
142 ATTEST:

143
144 _____
145 Shavala Moore, City Clerk
146

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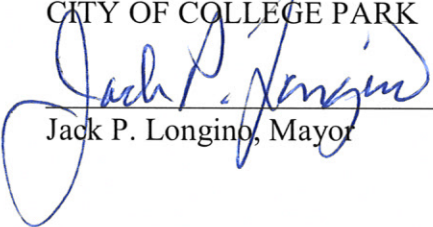
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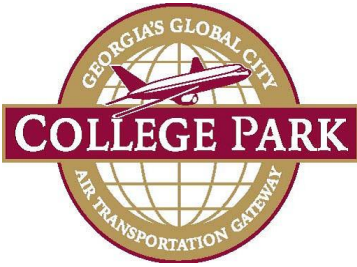
135 **SO RESOLVED THIS 17 DAY OF JUNE, 2019.**
136

137 MAYOR AND COUNCIL
138 CITY OF COLLEGE PARK

139 
140
141 Jack P. Longino, Mayor
142

143 ATTEST:

144 
145
146 Shavala Moore, Interim City Clerk
147



CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 8132

DATE: May 27, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Wade Elmore, Fire Chief

RE: Amendment to Ordinance- FD Record Maintenance and Reporting

PURPOSE: To allow businesses, hotels, apartment complexes and schools to submit their annual inspections, tests and maintenance of their life safety systems (sprinklers, vent hoods, fire extinguishers and fire hydrants) in a timely manner.

REASON: Records of life safety system inspections and maintenance are required to be maintained for a minimum of three (3) years and shall be provided to the City through a method approved by the Fire Chief.

RECOMMENDATION: Mayor and City Council approval.

BACKGROUND:

YEARS OF SERVICE: N/A

COST TO CITY: \$0.00

BUDGETED ITEM: N/A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: May 18, 2020

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: Fire Department

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: Proposed addition to Chapter 7 of the City Code of Ordinances

REQUIRED CHANGES TO WORK PROGRAMS: N/A**STAFF:** Fire Marshal Damon W. Jones**ATTACHMENTS:**

- FD Fire Record Maintenance and Reporting Ordinance (5.11.2020) (PDF)
- Contract- Brycer (Compliance Engine Signed Contract) 5.11.2020 (PDF)

Review:

- Wade Elmore Completed 05/26/2020 11:41 AM
- Rosyline Robinson Completed 05/26/2020 11:43 AM
- City Attorney's Office Completed 05/26/2020 1:12 PM
- Terrence R. Moore Completed 05/27/2020 6:35 PM
- Mayor & City Council Pending 06/01/2020 7:30 PM

STATE OF GEORGIA

CITY OF COLLEGE PARK

ORDINANCE NO. _____

1 AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, THE CITY OF COLLEGE
2 PARK, GEORGIA, CHAPTER 7 (FIRE PROTECTION AND PREVENTION), TO INCLUDE
3 A NEW SECTION ON MAINTENANCE AND REPORTING OF FIRE AND LIFE SAFETY
4 SYSTEMS; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING
5 ORDINANCES; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER LAWFUL
6 PURPOSES.

7 **WHEREAS**, the governing authority of the City of College Park (“City”) is the Mayor and
8 Council thereof; and

9 **WHEREAS**, Section 25-3-4 of the Official Code of Georgia Annotated confers certain
10 powers upon the City to enact such ordinances, regulations, or fire and safety codes as may be
11 necessary for fire prevention and safety; and

12 **WHEREAS**, there currently is no City ordinance requiring the maintenance and reporting
13 of fire and life safety systems; and

14 **WHEREAS**, the governing authority desires to enact an ordinance to require such
15 maintenance and reporting; and

16 **WHEREAS**, the proposed ordinance does require a method for the maintenance and
17 reporting of such records to the City; and

18 **WHEREAS**, the health, safety, and welfare of the citizens of College Park will be
19 positively impacted by the adoption of this Ordinance.

20 **NOW, THEREFORE, BE IT AND IT IS HEREBY ORDAINED BY THE MAYOR**
21 **AND COUNCIL OF THE CITY OF COLLEGE PARK, GEORGIA,** and be the authority
22 thereof:

23 **Section 1:** The City’s Code of Ordinances, Chapter 7 (Fire Protection and Prevention), is
24 hereby amended by adding the following new section to immediately follow after Section 7-24
25 (Open Burning) to read and be codified as follows:

26 **“Sec. 7-25. Maintenance and Reporting of Fire and Life Safety Systems.**
27

28 Records of all fire and life safety system inspections, tests, and maintenance required by
29 the governing National Fire Protection Association (NFPA) standard for the systems
30 listed below shall be maintained on the premises. Said records shall be maintained for a
31 minimum of three (3) years and shall be provided to the City through a third-party
32 inspection reporting system or another method approved by the Fire Chief.
33

- 34 (1) Automatic fire sprinkler system;
- 35 (2) Fire alarm system;
- 36 (3) Commercial hood cleaning;
- 37 (4) Commercial hood suppression system;
- 38 (5) Standpipe;
- 39 (6) Active smoke control system;
- 40 (7) Private hydrant system;
- 41 (8) Fire pump;
- 42 (9) Spray paint booth; and
- 43 (10) Emergency generator.”
- 44

45 **Section 2:** The preamble of this Ordinance shall be considered to be and is hereby
46 incorporated by reference as if fully set out herein.

47 **Section 3:** This Ordinance shall be codified in a manner consistent with the laws of the
48 State of Georgia and the City.

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

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

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

68 **Section 5:** All ordinances and parts of ordinance in conflict herewith are hereby
 69 expressly repealed.

70 **Section 6:** The effective date of this Ordinance shall be the date of adoption unless
 71 otherwise stated herein.

SO ORDAINED AND EFFECTIVE this _____ day of _____, 2020.

[SIGNATURES ON FOLLOWING PAGE]

CITY OF COLLEGE PARK, GEORGIA

Bianca Motley Broom, Mayor

ATTEST:

Shavala Moore, City Clerk

APPROVED AS TO FORM:

City Attorney

BRYCER, LLC
4355 Weaver Parkway
Suite 330
Warrenville, IL 60555

January 29th, 2020

City of College Park Fire Department
 3737 College St
 College Park, GA 30337

Re: "The Compliance Engine"

Dear City of College Park Fire Department:

We look forward to providing you with "The Compliance Engine" (the "Solution"). This proposal letter provides the basic terms by which Brycer, LLC ("Brycer") will provide you, the City of College Park Fire Department ("Client"), with the Solution. The use of the Solution and all matters between Brycer and Client will be subject to the standard "Terms and Conditions" attached to this proposal as Exhibit A. The basic terms are as follows:

1. W. 13 **Term:** Brycer will provide Client with the Solution for three years, commencing W. 13 (the "Initial Term"). Thereafter, the Term shall automatically renew for successive three year periods unless terminated by Brycer or Client in writing at least 90 days prior to the expiration of the then current Term (each, a "Renewal Term" and together with the Initial Term, the "Term"). Following the expiration or termination of the Term (as provided in the Terms and Conditions), Client shall stop using the Solution; provided, however, Brycer shall make available, and Client shall have the right to download, Client's data from the Solution for a period of 60 days after the expiration or termination of the Term. Client shall have the right to terminate this agreement upon giving 90 days written notice to Brycer.

2. **Fees:** Client shall not pay any fees for use of the Solution. Brycer will collect all fees due and payable by third party inspectors in connection with activities relating to the Solution.

3. **Brycer Responsibilities:** During the Term, Brycer shall be responsible for the following in connection with Client's use of the Solution:

- ***Availability.*** Brycer shall make the Solution available to Client as set forth on Exhibit B. The maintenance schedule and minimum service levels for the Solution are set forth on Exhibit B.
- ***Service Level.*** Brycer shall provide commercially reasonable levels of customer service with respect to the Solution to all third parties who transact business with Client and access the Solution.
- ***Backup.*** Brycer shall backup the database used in connection with the Solution to a separate server located within the same web hosting firm which the Solution is being hosted on a real time basis. Upon request by Client (which can be no more than once a month) or made prior to or within 60 days after the effective date of termination of the Term, Brycer will make available to Client a complete and secure (i.e. encrypted and appropriately authenticated) download file of Client data in XML format including all schema and attachments in their native format. Brycer shall maintain appropriate administrative, physical and technical safeguards for protection of the security, confidentiality and

integrity of Client data. Brycer shall not (a) modify Client data or (b) disclose Client data except as required by law.

- **Retention of Information.** Brycer will maintain all information entered into the database by third party inspectors for at least five years from the time such information is entered into the database.
- **Notices.** Brycer will be responsible for generating and delivering the following notices to third parties in connection with the Solution: (a) reminders of upcoming inspections that are due; (b) notices that an inspection is past due; and (c) notices of completed inspection reports which contain one or more deficiencies.
- **Call Center** Phone calls by Brycer on behalf of the Client to the property for EACH life-safety system overdue for service based on dates automatically tracked within the TCE database. Brycer is not an agent of the Client and all scripts for the overdue calls will be approved by the Client.
- **Updates and Enhancements.** In the event Brycer releases any updates, corrections, or enhancements to the Solution during the Term, Brycer shall promptly provide such updates or corrections to Client free of any charge or fee.

4. **Client Responsibilities:** During the Term, Client shall be responsible for the following in connection with Client's use of the Solution:

- **Operating System.** Client shall be solely responsible for providing a proper operating environment, including computer hardware or other equipment and software, for any portion of the Solution installed on the Client's equipment (the "Client Access Software") and for the installation of network connections to the Internet. In addition to any other Client Access Software requirements, Client must use version Internet Explorer 11.0, Edge, Firefox version 37, Chrome 40 or Safari 7.1 (or more recent versions), in addition to having a .pdf reader installed on machines to view attachments.
- **Training.** Client shall allow Brycer at Client's facilities to train all applicable personnel of Client on the use of the Solution.
- **Information.** Client shall promptly provide Brycer with all appropriate information necessary for Brycer to create the database for the Solution, including without limitation: (a) all commercial building addresses within [jurisdiction] for Brycer's initial upload; and (b) quarterly updates to in a format acceptable to Brycer in its discretion.
- **Enforcement.** Client shall take all actions necessary to require (e.g. resolution, ordinance, fire policy, code amendment) the use of the Solution by third party inspection companies.
- **Reports.** Client will require all compliant and deficient test results to be submitted.

5. **Ownership of Data.** Client owns all the data provided by Client and received from third party contractors for Client. Brycer shall maintain appropriate administrative, physical and technical safeguards for protection of the security, confidentiality and integrity of Client's data.

Please acknowledge your acceptance of this proposal and our standard Terms and Conditions by counter-signing this proposal below. We look forward to a long-term and mutually beneficial relationship with you.

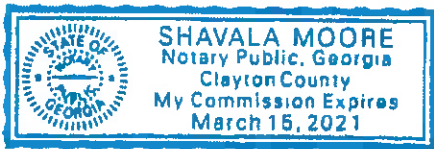
Brycer, LLC

By: Matthew B. T. L.
Its: President

Acknowledged and Agreed to this
8 day of May, 2020.

[CLIENT]

By: [Signature]
Its: Fire Chief



Shavala Moore 5/8/2020

Exhibit A

Terms and Conditions

Any capitalized terms not defined in these Terms and Conditions shall have the meaning assigned to it in that certain Letter Agreement attached hereto by and between Brycer, LLC and Client (the "Agreement").

1. **Restrictions on Use.** Client shall not copy, distribute, create derivative works of or modify the Solution in any way. Client agrees that: (a) it shall only permit its officers and employees (collectively, the "Authorized Users") to use the Solution for the benefit of Client; (b) it shall use commercially reasonable efforts to prevent the unauthorized use or disclosure of the Solution; (c) it shall not sell, resell, rent or lease the Solution; (d) it shall not use the Solution to store or transmit infringing or otherwise unlawful or tortious material, or to store or transmit material in violation of third party rights; (e) it shall not interfere with or disrupt the integrity or performance of the Solution or third-party data contained therein; (f) it shall not reverse engineer, translate, disassemble, decompile or otherwise attempt to create any source code which is derived from the Solution (g) it shall not permit anyone other than the Authorized Users to view or use the Solution and any screen shots of the Solution and (h) it shall not disclose the features of the Solution to anyone other than the Authorized Users. Client is responsible for all actions taken by the Authorized Users in connection with the Solution.
2. **Proprietary Rights.** All right, title and interest in and to the Solution, the features of the Solution and images of the Solution as well any and all derivative works or modifications thereof (the "Derivative Works"), and any accompanying documentation, manuals or other materials used or supplied under this Agreement or with respect to the Solution or Derivative Works (the "Documentation"), and any reproductions works made thereof, remain with Brycer. Client shall not remove any product identification or notices of such proprietary rights from the Solution. Client acknowledges and agrees that, except for the limited use rights established hereunder, Client has no right, title or interest in the Solution, the Derivative Works or the Documentation.
3. **Independent Contractor.** Nothing in the Agreement may be construed or interpreted as constituting either party hereto as the agent, principal, employee or joint venturer of the other. Each of Client and Brycer is an independent contractor. Neither may assume, either directly or indirectly, any liability of or for the other party. Neither party has the authority to bind or obligate the other party and neither party may represent that it has such authority.
4. **Reservation of Rights.** Brycer reserves the right, in its sole discretion and with prior notice to Client, to discontinue, add, adapt, or otherwise modify any design or specification of the Solution and/or Brycer's policies, procedures, and requirements specified or related hereto. All rights not expressly granted to Client are reserved to Brycer, including the right to provide all or any part of the Solution to other parties.
5. **Use of Logos.** During the term of this Agreement, Brycer shall have the right to use Client's logos for the purpose of providing the Solution to Client.
6. **Confidential Information.** Brycer and Client acknowledge and agree that in providing the Solution, Brycer and Client, as the case may be, may disclose to the other party certain confidential, proprietary trade secret information ("Confidential Information"). Confidential Information may include, but is not limited to, the Solution, computer programs, flowcharts, diagrams, manuals, schematics, development tools, specifications, design documents, marketing information, financial information or business plans. Each party agrees that it will not, without the express prior written consent of the other party, disclose any Confidential Information or any part thereof to any third party. Notwithstanding the foregoing, the parties acknowledge that Client and Brycer shall be permitted to comply with any all federal and state laws concerning disclosure provided that any such required disclosure will not include any of Brycer's screen shots. The disclosing party shall provide prior written notice of any required disclosure of the nondisclosing party's Confidential Information to the nondisclosing party and shall disclose only the information that is required to be disclosed by law. In the event that Client requests from Brycer any reports or other information for purposes of complying with federal and state disclosure laws, Brycer shall provide such information within five business day following such request. Confidential Information excludes information: (a) that is or becomes generally available to the public through no fault of the receiving party; (b) that is rightfully received by the receiving party from a third party without limitation as to its use; or (c) that is independently developed by receiving party without use of any Confidential Information. At the termination of this Agreement, each party will return the other party all Confidential Information of the other party. Each party also agrees that it shall not duplicate, translate, modify, copy, printout, disassemble, decompile or otherwise tamper with any Confidential Information of the other party or any firmware, circuit board or software provided therewith.
7. **Brycer Warranty.** Brycer represents and warrants to Client that Brycer has all rights necessary in and to any patent, copyright, trademark, service mark or other intellectual property right used in, or associated with, the Solution, and that Brycer is duly authorized to enter into this Agreement and provide the Solution to Client pursuant to this Agreement.
8. **Disclaimer.** All information entered into Brycer's database is produced by third party inspectors and their agents. **THEREFORE, BRYCER SPECIFICALLY DISCLAIMS ANY REPRESENTATION OR WARRANTY AS TO THE ACCURACY OR COMPLETENESS OF ANY INFORMATION ENTERED INTO BRYCER'S DATABASE BY EITHER CLIENT OR THIRD PARTY INSPECTORS. EXCEPT AS SET FORTH IN SECTION 7, BRYCER MAKES NO OTHER WARRANTY, EXPRESS OR IMPLIED, WITH RESPECT TO THE SOLUTION OR ANY OTHER INFORMATION AND ALL OTHER WARRANTIES, WHETHER EXPRESS OR IMPLIED, ARE HEREBY DISCLAIMED, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. BRYCER'S SOLE LIABILITY FOR BREACH OF THE REPRESENTATION AND WARRANTY SET FORTH IN SECTION 7, AND CLIENT'S SOLE REMEDY, SHALL BE THAT BRYCER SHALL INDEMNIFY AND HOLD RECIPIENT HARMLESS FROM AND AGAINST ANY LOSS, SUIT, DAMAGE, CLAIM OR DEFENSE ARISING OUT OF BREACH OF THE REPRESENTATION AND WARRANTY.**
9. **LIMITATION ON DAMAGES.** BRYCER SHALL ONLY BE LIABLE TO CLIENT FOR DIRECT DAMAGES PURSUANT TO THE AGREEMENT. EXCEPT AS OTHERWISE PROVIDED IN SECTION 7, IN NO EVENT SHALL BRYCER BE LIABLE FOR OR OBLIGATED IN ANY MANNER FOR SPECIAL, CONSEQUENTIAL, OR INDIRECT DAMAGES, INCLUDING, BUT NOT LIMITED TO, LOSS OF USE, LOSS OF PROFITS OR SYSTEM DOWNTIME. CLIENT ACKNOWLEDGES AND AGREES THAT IN NO CASE SHALL BRYCER'S LIABILITY FOR ANY LOSS OF DATA OR DATA INTEGRITY EXCEED THE REPLACEMENT COST OF THE MEDIA ON WHICH THE DATA WAS STORED.
10. **Risks Inherent to Internet.** Client acknowledges that: (a) the Internet is a worldwide network of computers, (b) communication on the Internet may not be secure, (c) the Internet is beyond the control of Brycer, and (d) Brycer does not own, operate or manage the Internet. Client also acknowledges that there are inherent risks associated with using the Solution, including but not limited to the risk of breach of security, the risk of exposure to computer viruses and the risk of interception, distortion, or loss of communications. Client assumes these risks knowingly and voluntarily releases Brycer from all liability from all

such risks. Not in limitation of the foregoing, Client hereby assumes the risk, and Brycer shall have no responsibility or liability of any kind hereunder, for: (1) errors in the Solution resulting from misuse, negligence, revision, modification, or improper use of all or any part of the Solution by any entity other than Brycer or its authorized representatives; (2) any version of the Solution other than the then-current unmodified version provided to Client; (3) Client's failure to timely or correctly install any updates to the Client Access Software; (4) problems caused by connecting or failure to connect to the Internet; (5) failure to provide and maintain the technical and connectivity configurations for the use and operation of the Solution that meet Brycer's recommended requirements; (6) nonconformities resulting from or problems to or caused by non-Brycer products or services; or (7) data or data input, output, accuracy, and suitability, which shall be deemed under Client's exclusive control.

11. **Indemnity.** Brycer (the "Indemnifying Party") will defend and indemnify Client against any damages, losses, liabilities, causes of action, costs or expenses arising from Brycer's breach of this Agreement, gross negligence or intentional misconduct. Client will defend and indemnify Brycer against any damages, losses, liabilities, costs or expenses (including reasonable attorneys' fees) arising from Client's breach of this Agreement, gross negligence or intentional misconduct. Client acknowledges that Brycer does not create any of the data and information included in the Solution and is not responsible for and does not assess or make any suggestions or recommendations with respect to any such data or information. Client will defend and indemnify Brycer against any damages, losses, liabilities, costs or expenses (including reasonable attorneys' fees), claims, demands, suits or proceedings made or brought against Brycer by a third party in connection with Client's or an Authorized User's use of the Solution, or any action or inaction taken by a third party, including, but not limited to, third party inspectors, in connection with such third party providing services for Client or otherwise at Client's or an Authorized User's request or direction.
12. **Breach.** Brycer shall have the right to terminate or suspend this Agreement, and all of Client's rights hereunder, immediately upon delivering written notice to Client detailing Client's breach of any provision of this Agreement. If Client cures such breach within 5 days of receiving written notice thereof, Brycer shall restore the Solution and Client shall pay any fees or costs incurred by Brycer in connection with the restoration of the Solution.
13. **Illegal Payments.** Client acknowledges and agrees that it has not received or been offered any illegal or improper bribe, kickback, payment, gift or anything of value from any employee or agent of Brycer in connection with the Agreement.
14. **Beneficiaries.** There are no third party beneficiaries to the Agreement.
15. **Force Majeure.** Neither party shall be responsible for any failure to perform due to unforeseen, non-commercial circumstances beyond its reasonable control, including but not limited to acts of God, war, riot, embargoes, acts of civil or military authorities, fire, floods, earthquakes, blackouts, accidents, or strikes. In the event of any such delay, any applicable period of time for action by said party may be deferred for a period of time equal to the time of such delay, except that a party's failure to make any payment when due hereunder shall not be so excused.
16. **Notices.** All notices required in the Agreement shall be effective: (a) if given personally, upon receipt; (b) if given by facsimile or electronic mail, when such notice is transmitted and confirmation of receipt obtained; (c) if mailed by certified mail, postage prepaid, to the last known address of each party, three business days after mailing; or (d) if delivered to a nationally recognized overnight courier service, one business day after delivery.
17. **JURISDICTION AND VENUE.** THE AGREEMENT SHALL BE GOVERNED BY, CONSTRUED AND INTERPRETED IN ACCORDANCE WITH, AND ENFORCEABLE UNDER, THE LAWS OF THE STATE IN WHICH CLIENT EXISTS APPLICABLE TO CONTRACTS MADE IN SUCH STATE AND THAT ARE TO BE WHOLLY PERFORMED IN SUCH STATE WITHOUT REFERENCE TO THE CHOICE-OF-LAW PRINCIPLES OF SUCH STATE. THE PARTIES IRREVOCABLY AGREE THAT ALL ACTIONS OR PROCEEDINGS IN ANY WAY, MANNER OR RESPECT ARISING OUT OF OR FROM OR RELATED TO THE AGREEMENT SHALL BE LITIGATED ONLY IN COURTS LOCATED WITHIN THE STATE IN WHICH CLIENT EXISTS. THE PARTIES HEREBY CONSENT AND SUBMIT TO THE EXCLUSIVE JURISDICTION OF ANY LOCAL, STATE OR FEDERAL COURT LOCATED WITHIN SAID STATE. THE PARTIES HEREBY WAIVE ANY RIGHTS THEY MAY HAVE TO TRANSFER OR CHANGE VENUE OF ANY SUCH ACTION OR PROCEEDING ARISING OUT OF OR RELATING TO THIS AGREEMENT. THE PARTIES WAIVE ANY RIGHT TO TRIAL BY JURY ON ANY ACTION OR PROCEEDING TO ENFORCE OR DEFEND ANY RIGHTS UNDER THE AGREEMENT, AND AGREE THAT ANY SUCH ACTION OR PROCEEDING SHALL BE TRIED BEFORE A COURT AND NOT BEFORE A JURY.
18. **Attorneys' Fees.** The prevailing party in any proceeding in connection with the Agreement shall be entitled to recover from the non-prevailing party all costs and expenses, including without limitation, reasonable attorneys' and paralegals' fees and costs incurred by such party in connection with any such proceeding.
19. **Entire Agreement.** The Agreement sets out the entire agreement between the parties relative to the subject matter hereof and supersedes all prior or contemporaneous agreements or representations, oral or written.
20. **Amendment.** The Agreement may not be altered or modified, except by written amendment which expressly refers to the Agreement and which is duly executed by authorized representatives of both parties. The waiver or failure by either party to exercise or enforce any right provided for in the Agreement shall not be deemed a waiver of any further right under the Agreement. Any provision of the Agreement held to be invalid under applicable law shall not render the Agreement invalid as a whole, and in such an event, such provision shall be interpreted so as to best accomplish the intent of the parties within the limits of applicable law. The Agreement may be executed by facsimile and in counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument.
21. **Expiration.** The rights and obligations contained in these Terms and Conditions shall survive any expiration or termination of the Agreement.

Exhibit B**Maintenance Schedule and Minimum Service Levels****1. Uptime and Maintenance.**

The Solution shall be available 24 hours per day during the term of this Agreement. The Solution shall be fully functional, timely and accessible by Client at least 99.5% of the time or better and Brycer shall use reasonable efforts to provide Client with advance notice of any unscheduled downtime.

2. Response Time.

Brycer shall respond to telephone calls from Client within two hours of the call and/or message and all emails from Client within two hours of the receipt of the email.

3. Customer Support

Customer support hours are 24/7/365. The toll free number is 1-855-279-2371

Brycer will assign client a dedicated customer representative with direct access to their email and work number.



CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 8129

DATE: May 26, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Artie Jones, Clearly College Park Executive Director

RE: Six West Logo Presentation

PURPOSE: Mayor and City Councils consideration in adopting a logo for the Six West development.

REASON: The City of College Park has been working to develop 311 acres of BIDA owned property situated west of Hartsfield Jackson Atlanta International Airport for the last 3 years. A redevelopment master plan for the project was completed approximately one year ago and the project was just rebranded as Six West. As a part of the marketing plan for the development a logo is now being developed. At the June 1st City Council meeting Andria Towne and Cookie Smoak's of the DMO, Mercedes Miller of the GICC, and the economic development Director will be making a formal presentation before the City Council with the top three logos developed for the Six West project for formal adoption of the top logo.

RECOMMENDATION: It is recommended that the City Council formally adopt the top logo for the Six West development.

BACKGROUND: Please see attached information.

COST TO CITY: None

BUDGETED ITEM: N/A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: June 1, 2020

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: None

AFFECTED AGENCIES: N/A

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: None

STAFF: Andria Towne - ATL Airport District
Cookie Smoak - ATL Airport District
Mercedes Miller - GICC & Gateway Arena
Artie Jones, III - City of College Park Economic Development

ATTACHMENTS:

- SixWest-FinalPresentation-Rd2 (PDF)

Review:

- Artie Jones Completed 05/11/2020 10:04 AM
- Rosyline Robinson Completed 05/25/2020 10:38 AM
- Mercedes Miller Completed 05/11/2020 10:30 AM
- Terrence R. Moore Completed 05/25/2020 1:15 PM
- Mayor & City Council Pending 06/01/2020 7:30 PM



Key Elements

- Literal icon with six streets all pointing west
- Mix of sans-serif and serif font for maximum readability of the name
- College Park identifier versus a tagline



sixwest





SIX WEST
COLLEGE PARK

Key Elements

- Six shapes connecting to create a “W”
- Cheerful blue and green color palette
- Upward movement in the W shape, representing College Park’s future development



SIX WEST

COLLEGE PARK



SIX WEST
COLLEGE



six
west



Key Elements

- Bold serif letters create a sense of elegance
- Compass logo pointing to west touches on direction of 6 streets, while symbolizing the city moving in a new direction.



six 
west



 six west





CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 8158

DATE: May 28, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Althea Philord-Bradley, Director of Finance & Accounting

RE: Delinquent Property Tax Payers Update

PURPOSE: To provide Mayor and Council with the most recent status of the top ten delinquent property tax payers.

REASON: To provide Mayor and Council with the names, addresses, and outstanding balances of the top ten delinquent property tax payers as well as a brief update on collection efforts.

RECOMMENDATION: To proceed with established policies and procedures to ensure collection of these accounts. To escalate the collection process as appropriate to minimize the loss of revenue.

BACKGROUND: The City of College Park contracts with GTS (Government Tax Services) to facilitate the collection of delinquent accounts to the extent necessary. Past collection efforts have included GTS providing assistance with filing liens and assisting with tax sales.

COST TO CITY: Varies with each situation.

BUDGETED ITEM: None.

REVENUE TO CITY: Varies with each situation.

CITY COUNCIL HEARING: June 1, 2020

OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: Aggressive collection efforts to full extent of the law.

STAFF: Philip Latona, Property Tax Accountant

ATTACHMENTS:

- Top Ten Delinq Property Tax Accounts 05262020 (PDF)
- Top Ten Delinq Property Tax Accounts 05262020 2018 (PDF)

Review:

- Althea Philord-Bradley Completed 05/27/2020 9:39 PM
- Rosyline Robinson Completed 05/28/2020 12:19 PM
- Terrence R. Moore Completed 05/28/2020 2:13 PM
- Mayor & City Council Pending 06/01/2020 7:30 PM

**City of College Park
 Department of Finance & Accounting
 Top Ten Delinquent Property Tax Accounts
 As of May 26, 2020**

Lien	Taxpayer Name	Property Address	Business Name If Known	Amount	District - Tax Type	Additional Comments	Tax Years
Filed	Yeasmin Enterprises	5010 Old National Hwy	Ramada Plaza	\$ 108,363.78	Fulton - Real	5/22/20 Emailed GM - reminded of delinq balance and trying to get payment status	2019
Filed	BK & J Hotel Group	1551 Phoenix Blvd	Howard Johnson	\$ 83,154.99	Clayton - Real & Personal	5/22/20 Emailed GM - informed her of outstanding balance. Trying to get payment status.	2019
Filed	Kelco/RG Atlanta LLC	4601 Best Rd	Holiday Inn Express	\$ 81,584.71	Fulton - Real	5/22/20 Per Kelco President and/or Vincent Clark - Comm'l Appraisal Mgr Fulton County Tax Assessor - valuation hearing postponed - belief is Assessment will return to 2018 values. Client has paid 50% already of original tax. Emailed County Appraiser to see if/when valuation hearing has been rescheduled	2019
Filed	ATA Investments Various Investors	5271 W Fayetteville Rd		\$ 30,450.83	Clayton - Real	Working with local representative of ownership group to facilitate payments, and informing of delinquency fees as they approach. Tax Parcel subdivided into 93 parcels -9 out of 93 paid	2019
Filed	Virtual Citadel	2380 Godby Rd		\$ 10,190.48	Fulton - Real	5/21 - Week of May 25 Payment distribution from Bankruptcy Trustee expected	2019
Filed	Crystal Equities LLC	2601 Roosevelt Hwy	Crystal Equities	\$ 9,906.03	Fulton - Real	5/20/20 Emailed Property Mgrs of outstand balance due. Also, info was confirmed through an ORR request.	2019
Filed	Excalibur Investments LLC	1640 East Virginia Ave & Vacant lot on Jackson St		\$ 6,503.33	Fulton - Real	5/22/20 Emailed Statements. Found a working phone # to call.	2019
Filed	Aveum Investments	2227 & 2245 Godby Rd		\$ 5,190.15	Fulton - Real	5/22/20 Emailed Mortgage Co. Contact. Also, found July 2019 Bankruptcy filing contacts - pursuing this avenue as well	2019
Filed	No Limits Community Development	3581 Main St		\$ 4,156.23	Fulton - Real	4/28/20 Emailed Property Owner - looking for payment arrangements	2019
Filed	Metro Atlanta Airport Inc	1907 W Sloan Ave		\$ 3,692.66	Fulton - Real	5/22/20 Emailed owner and online payment link	2019

Intent to FiFa (Tax Lien) Notices mailed out on/about March 23, 2020. Owners have 30 days to pay prior to Lien filing.

Y Represents Lien filed against account.
 NA Signifies account has not met statutory requirement for lien to be filed

Inactive Account - off active list - candidates to write-off

Level Concrete Co.	2560 West Point Avenue	Proximity of Metro Mustang	\$ 24,351.14	Fulton - Personal Property	Corporation dissolved 5/16/2008	2000-2003
Western Pacific	Airline		39,223.87	13K Base Ad Valorem	Chapter 11 - February 1998	
Vanguard Airlines	Airline		9,234.60	Public Utility Digest - Clayton	Ceased Operations July 29, 2002	
PSINet Inc			11,689.34	Fulton - Personal Property		
Larry Jones	0 Camp Creek Pkwy		10,142.22	Fulton - Real	way	1992-2014
F H Kilgore	0 Camp Creek Pkwy		5,678.37	Fulton - Real	Parcel Mapping discrepancy	1992-2014

City of College Park
Department of Finance & Accounting
Top Ten Delinquent Property Tax Accounts
As of May 26, 2020

Lien	Taxpayer Name	Property Address	Business Name If Known	Amount	District - Tax Type	Additional Comments	Tax Years
Y	Cudsik Guy	1666 Vesta Ave	Right Sales & Service	\$ 2,978.71	Fulton - Real & Personal	3/9/20 Paid \$3,295.29- for 2018 taxes Balance of 2018 - add'l interest (\$224.87) & 2019 balance is \$2,669.51. 3/19/20 Left Message	2018-2019
Y	Lexicon Hospitality	2471 Old National Pkwy	Travelodge	\$ 2,222.54	Fulton - Personal	Paid in Full 2/17/2020	2018-2019
Y	Zenga Store	Hartsfield/Concourse A		\$ 1,263.26	Clayton - Personal	3/19/20 Still Working with Merchant/County Assessors - location was closed. Tax Assessors confirms closure as of 12/31/18. It makes 2018 collectible - Merchant claims closure was prior to 2018 - so non taxable Parcel 171425. Clayton County Tax Offices are re-opening May 4th	2018
Y	InMotion Entertainment	Hartsfield/Concourse A		\$ 971.11	Clayton - Personal	Paid 12/24/2019	2018
Y	Hayes Philip Lee	3262 Dogwood St		\$ 961.98	Fulton - Real	Property was sold by Mr. Hayes, but was chargedback for Homestead Tax Credits after the sale that he was not entitled to receive. Current owner's closing attorney asking liens be released.	2017-2018
Y	Amirj LLC	5209 W Fayetteville Rd	Subway	\$ 1,419.61	Clayton - Personal	Spoke to owner 3/13/20 - getting accountant to write the check.	2018-2019
Y	Smart Moves Investments LLC	2879 Windsor Forrest Ct		\$ 1,175.05	Fulton - Real	Identified Owner - he is a First Transferee Foreclosure - no contact telephone but found residential mailing address of principal owner to resend statement. Still looking/working account	2018-2019
	Lindsay Beulah	3568 Herschel Rd		\$ 590.19	Fulton - Real	Paid 1/3/2020	2018
	Ellis Robert	3732 Herschel Rd		\$ 548.36	Fulton - Real	Paid 3/26/20	2018
	Gerard Gary Et AL	2238 West Lyle Rd		\$ 469.22	Fulton - Real	Paid 12/26/19	2018



CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 8159

DATE: May 28, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Althea Philord-Bradley, Director of Finance & Accounting

RE: Top 10 Delinquent Customers

PURPOSE: To update Mayor/Council regarding Top 10 delinquent customers, commercial and residential.

REASON: To keep updated on Top 10 commercial and residential accounts to ensure the accounts balances are current.

RECOMMENDATION: To deliver information to Mayor/Council by Customer Service team.

BACKGROUND: Each council meeting we deliver data that indicates who the Top 10 customers are based on balances owed, length of time unpaid.

COST TO CITY: N/A.

BUDGETED ITEM: N/A.

REVENUE TO CITY: N/A.

CITY COUNCIL HEARING DATE: June 1, 2020.

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A.

AFFECTED AGENCIES: N/A.

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A.

REQUIRED CHANGES TO WORK PROGRAMS: N/A.

STAFF: Customer Service Manager

ATTACHMENTS:

- Top Ten Report -R (XLSX)
- May 2020 Cut-on report (XLSX)
- CC Aging 052620-R (DOCX)
- CF Aging 052620 -R (DOCX)
- RC Aging 052620-R (DOCX)
- RF Aging 052620 -R (DOCX)

Review:

- Althea Philord-Bradley Completed 05/28/2020 12:18 AM
- Rosyline Robinson Completed 05/28/2020 12:25 PM
- Terrence R. Moore Completed 05/28/2020 2:14 PM
- Mayor & City Council Pending 06/01/2020 7:30 PM

May 2020 Reconnects							page*1
Customer's Account #	Occupant code	Customer's Name	Date Work-orders were created	Balance Due @ Cut-Off	Amount paid @ Cut-on	Remaining Balance	
	Prepared by K.Johnson						
Grand Totals			\$ -	\$ -	\$ -		

Grand Totals: \$ - \$ - \$ -

March 2020 Reconnects							page*2
Customer's Account #	Occupant code	Customer's Name	Date Work-orders were created	Balance Due @ Cut-Off	Amount paid @ Cut-on	Remaining Balance	
	Prepared by T.Smith/K.Johnson						
Grand Totals			\$ 48,179.51	\$ 45,153.31	\$ 3,026.20		

Grand Totals: \$ 48,179.51 \$ 45,153.31 \$ 3,026.20

City of College Park

A / R A G I N G

05/26/2020 14:38:03

Page: 1

Cyc	Rte	Account Name	Home Phone	0 to 30	31 to 60	61 to 90	Over 91	Total	--- Last Payment --- Date	Amount
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Cycle: 15

				240.00	165.98	289.80	528.46	1224.24	05/04/2020	400.00
				5845.49	3837.46	0.00	0.00	9682.95	04/22/2020	3000.00
				1078.92	413.37	43.65	0.00	1535.94	03/16/2020	436.49
				11545.42	9584.95	0.00	0.00	21130.37	03/02/2020	10437.56

4 Subtotals for Cycle 015

				18709.83	14001.76	333.45	528.46	33573.50		
--	--	--	--	----------	----------	--------	--------	----------	--	--

4 Grand Totals

				18709.83	14001.76	333.45	528.46	33573.50		
--	--	--	--	----------	----------	--------	--------	----------	--	--

SELECTION CRITERIA

Minimum Balance:1000.00
A/R Block 1:30
A/R Block 2:60
A/R Block 3:90

Filter:
(category = 'CC' AND end_date IS NULL)

City of College Park

A / R A G I N G

05/26/2020 14:32:55

Page: 1

Cyc	Rte	Account Name	Home Phone	0 to 30	31 to 60	61 to 90	Over 91	Total	--- Last Payment --- Date	Amount	

Cycle:	1										
				1174.73	1662.12	1776.44	0.00	4613.29	04/06/2020		T
				10864.46	14448.57	9763.62	0.00	35076.65			O
				598.67	1773.81	1895.06	0.00	4267.54	01/31/2020	1571.60	
				188.20	926.79	957.37	0.00	2072.36	01/31/2020	631.35	
4 Subtotals for Cycle 001				12826.06	18811.29	14392.49	0.00	46029.84			

Cycle:	8										
				2224.70	2012.12	2292.15	0.00	6528.97	03/04/2020	250.00	T
				661.79	1243.23	1398.02	0.00	3303.04	03/04/2020	585.43	
				330.59	442.89	380.17	0.00	1153.65	03/04/2020	359.34	O
				358.26	711.91	577.86	0.00	1648.03	05/08/2020	358.26	T
				176.98	585.99	771.90	22.47	1557.34	03/06/2020	400.00	T
				299.53	651.68	462.05	0.00	1413.26	03/04/2020	500.00	T
				818.55	971.31	1091.10	0.00	2880.96	03/04/2020	1300.00	O
				1060.55	776.85	0.00	0.00	1837.40	03/03/2020	1529.46	O
				3095.08	2942.40	0.00	0.00	6037.48	03/26/2020	3174.31	
				679.53	776.20	29.34	0.00	1485.07	05/08/2020	700.00	T
				57.86	57.86	57.86	1628.21	1801.79	12/13/2019	109.00	T
				1157.67	630.13	0.00	0.00	1787.80	04/06/2020	120.03	O
				3115.97	3174.63	0.00	0.00	6290.60	03/19/2020	3387.20	
				40885.34	43908.82	0.00	0.00	84794.16	03/16/2020	13308.12	
14 Subtotals for Cycle 008				54922.40	58886.02	7060.45	1650.68	122519.55			

Cycle:	15										
				834.00	432.00	837.63	0.00	2103.63			O
				1239.10	634.55	3148.87	0.00	5022.52			O
				10124.60	6312.20	0.00	0.00	16436.80	03/03/2020	6627.84	
				797.75	2817.50	121.58	0.00	3736.83	03/04/2020	121.58	T
				996.23	536.95	65.46	0.00	1598.64	03/17/2020	644.00	T
				958.45	581.79	672.30	0.00	2212.54	02/21/2020	261.51	
				1131.99	658.99	0.00	0.00	1790.98	03/13/2020	1000.11	T
				2207.94	1404.16	0.00	0.00	3612.10	03/09/2020	1425.88	T
				365.43	328.33	462.98	0.00	1156.74	02/13/2020	507.17	
				34317.72	22294.05	500.00	0.00	57111.77	03/16/2020	22711.68	O
				1019.72	674.98	958.36	0.00	2653.06	02/13/2020	947.06	T
				4652.00	2370.01	0.00	0.00	7022.01			O
12 Subtotals for Cycle 015				58644.93	39045.51	6767.18	0.00	104457.62			

Cycle:	21										
				64.76	32.38	32.38	1044.20	1173.72	05/04/2020	150.00	O
1 Subtotals for Cycle 021				64.76	32.38	32.38	1044.20	1173.72			

City of College Park

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Cyc	Rte	Account Name	Home Phone	0 to 30	31 to 60	61 to 90	Over 91	Total	--- Last Payment --- Date	Amount
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31 Grand Totals				126458.15	116775.20	28252.50	2694.88	274180.73		
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SELECTION CRITERIA

Minimum Balance:1000.00
 A/R Block 1:30
 A/R Block 2:60
 A/R Block 3:90

Filter
 (category = 'CF' AND end_date IS NULL)

City of College Park

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05/27/2020 01:09:10

Page: 1

Cyc	Rte	Account Name	Home Phone	0 to 30	31 to 60	61 to 90	Over 91	Total	--- Last Payment --- Date	Amount
Cycle: 15										
				201.59	153.11	242.33	784.49	1381.52	02/04/2020	100.00 T
				408.61	146.34	273.64	211.88	1040.47	01/17/2020	258.91 T
				782.04	583.50	407.70	0.00	1773.24	05/22/2020	400.00 O
				653.88	404.92	427.53	620.91	2107.24	02/10/2020	200.00 T
				319.83	326.28	461.32	0.00	1107.43	02/14/2020	450.43 T
5 Subtotals for Cycle 015				2365.95	1614.15	1812.52	1617.28	7409.90		
5 Grand Totals				3457.20	1614.15	1812.52	1617.28	8501.15		

SELECTION CRITERIA

Minimum Balance:1000.00
 A/R Block 1:30
 A/R Block 2:60
 A/R Block 3:90

Filter:
 (category = 'RC' AND end_date IS NULL)

City of College Park

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05/26/2020 14:43:04

Page: 1

Cyc	Rte	Account Name	Home Phone	0 to 30	31 to 60	61 to 90	Over 91	Total	--- Last Payment --- Date	Amount	
Cycle: 1											
				20.82	27.56	76.83	1531.39	1656.60	02/04/2019	47.81	
				329.62	488.69	551.59	697.33	2067.23	03/04/2020		
				275.54	459.84	446.81	0.00	1182.19	02/25/2020	464.41	T
				414.03	440.24	470.03	105.28	1429.58	02/24/2020	168.46	T
				121.55	157.50	692.26	350.24	1321.55	04/10/2020	221.60	
				398.66	582.34	318.79	218.42	1518.21	02/24/2020	500.00	
				360.86	333.85	319.14	0.00	1013.85	02/19/2020	384.87	
				302.11	545.04	559.88	97.50	1504.53	02/16/2020	478.08	T
				482.12	474.41	326.77	128.03	1411.33	01/30/2020	354.90	O
				293.02	236.70	257.36	933.15	1720.23	12/17/2019	170.00	T
				121.08	116.97	122.86	742.21	1103.12	02/03/2020	500.00	T
11 Subtotals for Cycle 001				3119.41	3863.14	4142.32	4803.55	15928.42			
Cycle: 8											
				141.73	461.36	516.88	3727.70	4847.67	05/19/2020	100.00	
				415.51	245.58	133.75	232.06	1026.90			O
				1264.72	830.06	241.96	0.00	2336.74	02/28/2020	394.17	T
				497.35	493.88	666.90	11.70	1669.83	03/03/2020	600.00	T
				248.56	418.55	455.93	0.00	1123.04	03/03/2020	557.00	T
				285.68	306.21	302.28	428.39	1322.56	08/30/2019	219.02	
				70.44	104.23	300.80	855.19	1330.66	03/19/2020	100.00	T
				10.78	16.95	360.94	645.84	1034.51	01/23/2020	300.00	T
				275.89	277.01	288.60	485.90	1327.40	02/28/2020	500.00	T
				345.22	337.31	425.42	46.44	1154.39	02/27/2020	464.39	T
10 Subtotals for Cycle 008				3555.88	3491.14	3693.46	6433.22	17173.70			
Cycle: 15											
				371.55	291.81	562.72	15.86	1241.94	02/24/2020	325.00	T
				196.12	347.08	474.68	13.53	1031.41	03/03/2020	400.00	T
				414.06	408.20	545.80	0.00	1368.06	02/13/2020	516.22	T
				313.76	222.31	350.25	235.30	1121.62	02/07/2020		O
				351.87	319.89	378.21	0.00	1049.97			T
				616.21	377.07	96.69	0.00	1089.97	05/08/2020	400.00	T
				18454.22	9401.45	0.00	0.00	27855.67	02/18/2020		O
				480.57	270.12	375.38	229.88	1355.95	12/18/2019	313.10	O
				450.19	175.06	246.55	256.23	1128.03	02/04/2020	238.00	T
				397.56	170.28	244.74	199.06	1011.64	01/28/2020	177.10	O
				380.99	201.87	307.81	186.17	1076.84	02/24/2020	78.47	O
				392.04	335.44	297.54	0.00	1025.02			T
				48116.60	23590.55	0.00	0.00	71707.15	05/18/2020	29774.42	O
				3006.96	1113.33	3091.10	0.00	7211.39			O

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Cyc	Rte	Account Name	Home Phone	0 to 30	31 to 60	61 to 90	Over 91	Total	--- Last Payment --- Date	Amount
13 Subtotals for Cycle 015				73942.70	37224.46	6971.47	1136.03	119274.66		
34 Grand Totals				80617.99	44578.74	14807.25	12372.80	152376.78		

SELECTION CRITERIA

Minimum Balance:1000.00
A/R Block 1:30
A/R Block 2:60
A/R Block 3:90

Filter:
(category = 'RF' AND end_date IS NULL)