



Mayor & City Council

Workshop Session

~ Agenda ~

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

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

Experience College Park
Georgia's Global City

Monday, September 21, 2020

6:00 PM

Council Chambers

1. Public Hearing to receive comments on the adoption of the proposed Millage Rate for Fiscal Year 2020-2021. This is the first of three public hearings scheduled to receive public comments. See memorandum dated September 17, 2020 from Director of Finance & Accounting Althea Philord-Bradley. Also, see attached background information.
2. Considerations regarding direction to proceed with the services of the Atlanta Regional Commission (ARC) to update the City of College Park Comprehensive Plan. See memorandum dated September 17, 2020 from City Planner Michelle Alexander. Also, see attached example scope of work and example comprehensive plan agreement.
3. Considerations regarding illegal dumping at the Jamestown Plaza Recycling Center. See memorandum dated September 17, 2020 from Director of Public Works Mike Mason.



CITY OF COLLEGE PARK

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

WORKSHOP AGENDA ITEM

DOC ID: 8336

DATE: September 17, 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: Millage Rate Hearing

PURPOSE: First Public Hearing to discuss the Millage Rate with the general public.

REASON: To provide the first of three Public Hearings on Monday, September 21, 2020 at 6:00pm, for public comment concerning the adoption of the current year millage rate of 12.619 mills. The City of College Park has received the complete Tax Digests from the Tax Assessors of Fulton and Clayton County.

Pursuant to Georgia Code, Section 48-5-32, the city needs to advertise 3 times in the local South Fulton Neighbor newspaper that the Millage Rate will be set by the Mayor and City Council on October 19th, 2020 at 7:30 pm at the College Park City Hall Council Chambers. The public hearing dates are September 21st, October 5th and October 19th, 2020 respectively. Georgia Code requires three advertisements when the City's proposed Millage Rate of 12.619 mills exceeds the County's rollback Millage Rate of 12.483 mills.

RECOMMENDATION: Pursuant to Georgia Code, Section 48-5-32 the City of College Park is recommended to schedule a public hearing for the final adoption at the convenient time of 7:30 p.m. and the convenient place of the College Park City Hall Council Chambers to afford the public an opportunity to respond to the notice of change in the millage rate to 12.619 mills. The City began advertising in the local South Fulton Neighbor newspaper on September 9, 2020 that the millage rate will be set by the Mayor and City Council on October 19, 2020 at 7:30 p.m. at the College Park City Hall Council Chambers. The City is advertising the five (5) year history of the City's Tax Digest, along with the digest for 2020, per Georgia Code, Section 48-5-32. The City of College Park's proposed millage rate of 12.619 is .136 mils above the current rollback millage rate. Likewise, the proposed Special District Tax rate of 20.00 mills and GICC Special District Tax rate of 20.00 mills as well.

BACKGROUND: Pursuant to Georgia Code, Section 48-5-32 the City needs to advertise in the local South Fulton Neighbor newspaper on September 9, 2020 that the millage rate will be set by the Mayor and City Council on October 19, 2020 at 7:30 p.m. at the College Park City Hall

Council Chambers. The millage rate of 12.619 mills is .136 mills above rollback rate of 12.483 mills.

COST TO CITY: \$1,000 - \$2,000

BUDGETED ITEM: Yes.

REVENUE TO CITY: \$13,739,844 General Fund, \$3,028,043 Special District, \$412,699 GICC Special District

CITY COUNCIL HEARING DATE: September 21, 2020

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: None.

AFFECTED AGENCIES: Finance And Accounting

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: None.

REQUIRED CHANGES TO WORK PROGRAMS: None.

STAFF: Finance and Accounting staff.

ATTACHMENTS:

- 2020 Five Year History (PDF)
- NOTICE OF PUBLIC HEARINGS (PDF)
- 2020-21 Millage Rate Press Release (PDF)

Review:

- Althea Philord-Bradley Completed 09/16/2020 10:30 AM
- Rosylne Robinson Completed 09/16/2020 11:24 AM
- Terrence R. Moore Completed 09/17/2020 11:49 AM
- Mayor & City Council Pending 09/21/2020 6:00 PM

NOTICE

The Mayor and City Council of the City of College Park announce the millage rate will be set at a Mayor and City Council remote meeting on Monday, **October 19, 2020, at 7:30pm via video conferencing, Zoom platform.** Instructions on how to participate are on the College Park website at www.collegeparkga.com and pursuant to the requirements of O.C.G.A 48-5-32 do hereby publish the following presentation of the current year's tax digest and levy, along with the history of the tax digest and levy for the past five years.

City of College Park 2020 Tax Digest and Five Year History of Levy

	2015	2016	2017	2018	2019	2020
Real and Personal	746,466,410	702,030,774	745,220,327	782,496,082	873,393,070	916,512,932
Motor Vehicles	32,186,670	10,706,900	7,851,790	5,782,330	4,615,690	3,651,500
Public Utility	108,605,586	123,798,843	130,482,253	159,758,023	212,994,332	222,114,207
Gross Digest	887,258,666	836,536,517	883,554,370	948,036,435	1,091,003,092	1,142,278,639
Less : M & O Exemptions	88,004,166	56,377,048	38,096,203	71,745,882	70,545,514	53,456,656
Net M & O Digest	\$799,254,500	\$780,159,469	\$845,458,167	\$876,290,553	\$1,020,457,578	\$1,088,821,983
Gross M & O Millage	16.974	17.264	17.128	17.124	16.645	15.452
Less : Rollbacks	3.818	4.645	4.509	4.505	4.026	2.833
Net M & O Millage	12.619	12.619	12.619	12.619	12.619	12.619
Net Taxes Levied	10,085,793	9,844,832	10,668,837	11,057,910	12,877,154	13,739,845
Net Tax Dollar Increase/(Decrease)	(1,554,601)	(240,960)	824,004	389,074	1,819,244	862,690
Net Tax Percent Increase/(Decrease)	-13.36%	-2.39%	8.37%	3.65%	16.45%	6.70%
Special District Tax						
Special District Digest	99,503,086	108,166,382	118,514,547	117,342,091	140,231,528	151,402,138
Special District Millage Rate	14.50	14.50	14.50	14.50	14.50	20.00
Net Taxes Levied	1,442,795	1,568,413	1,718,461	1,701,460	2,033,357	3,028,043
Net Tax Dollar Increase/(Decrease)	98,258	125,618	150,048	(17,001)	331,897	994,686
Net Tax Dollar Increase/(Decrease)	7.31%	8.71%	9.57%	-0.99%	19.51%	48.92%
GICC Special District Tax						
GICC District Digest	13,226,877	13,150,771	17,749,495	15,728,775	15,440,061	20,634,955
GICC District Millage Rate	7.50	7.50	7.50	7.50	7.50	20.00
Net Taxes Levied	99,202	98,631	133,121	117,966	115,800	412,699
Net Tax Dollar Increase/(Decrease)	(892)	(571)	34,490	(15,155)	(2,165)	296,899
Net Tax Dollar Increase/(Decrease)	-0.89%	-0.58%	34.97%	-11.38%	-1.84%	256.39%

Net Levy reflects the total amount billed, not collected.

NOTICE OF PUBLIC HEARINGS

The Mayor and Council of the City of College Park will hold three (3) Public Hearings to discuss the proposed FY21 Tax Millage of 12.619.

The Public Hearings will be held remotely via video conferencing (Zoom Platform) on the following dates and times: Instructions on how to participate will be available on the College Park website at www.collegeparkga.com

Monday, September 21, 2020 at 6:00p.m.

Monday, October 5, 2020 at 6:00p.m.

Monday, October 19, 2020 at 7:30p.m.



PRESS RELEASE CITY OF COLLEGE PARK

P.O. Box 87137 ☎ COLLEGE PARK, GA 30337

WWW.COLLEGEPAKGA.COM

FOR IMMEDIATE RELEASE
Contact: Phase 3 Media, LLC.
Phone: (404) 767-1537 x1703

September 9, 2020

College Park to Maintain Same Property Tax Millage Rate for 2020

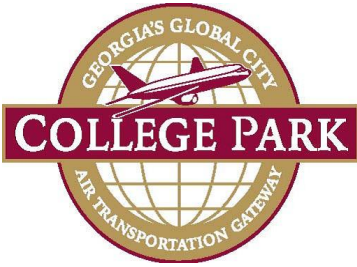
College Park – The Mayor and Council of the City of College Park announced today its intention to maintain the same ad valorem property tax millage rate of 12.619 mills. From 2012-2019 College Park has maintained this rate – 12.619. This represents a 0.136 mils above the most recent rollback rate of 12.483.

The proposal by the Mayor and City Council is to continue with the 2012-2019 millage rate. Furthermore, the *Net Tax Digest* (equal to the millage rate, multiplied by the taxable assessed value of property, minus deductions) for calendar year 2020 is \$68.4 million more, when compared to the Net Tax Digest for calendar year 2019. Additionally, the net tax levied for 2020-2021 is \$862,690 greater than the previous year.

The Mayor and City Council invite all concerned citizens to three public hearings regarding the setting of the 2020 millage rate - to be held Monday, September 21, 2020 at 6:00pm; Monday, October 5, 2020 at 6:00pm; and Monday, October 19, 2019 at 7:30pm. Each meeting will be held virtually via remote video conferencing, Zoom Platform.

###

Find out what's happening in College Park by logging onto the City's streaming web, @ <http://collegeparkga.pegstream.com/> or like us on Facebook @ www.facebook.com/cityofcollegepark



CITY OF COLLEGE PARK

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

WORKSHOP AGENDA ITEM

DOC ID: 8325

DATE: September 17, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Michelle Alexander, City Planner

RE: Approval for Agreement with ARC to Update the Comprehensive Plan

PURPOSE: To consider enlisted the assistance of ARC in preparing the update to the Comprehensive Plan.

REASON: The Comprehensive Plan needs updating according to the DCA schedule.

RECOMMENDATION: Hear presentation from Michelle Alexander on pursuing an agreement with ARC for the update to the Comprehensive Plan.

BACKGROUND: The plan serves to coordinate the planning of essentially all **community growth** functions - infrastructure, housing, economic development, transportation, land use, open space and recreation, etc. - into one document.

COST TO CITY: Cost will be determined by hours needed for completion

BUDGETED ITEM: Yes

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: September 21, 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

ATTACHMENTS: ARC Memo and Agreement

STAFF: Planning**ATTACHMENTS:**

- Comp_Plan_ARC agreement_MEMO (DOCX)
- Example Attachment A - Comp Plan Scope of Work (DOCX)
- Example MOA for Comp Plans (DOCX)

Review:

- Michelle Alexander Completed 09/10/2020 3:05 PM
- Purchasing Skipped 09/11/2020 12:40 PM
- Rosyline Robinson Completed 09/17/2020 12:32 PM
- Terrence R. Moore Completed 09/17/2020 12:39 PM
- Mayor & City Council Pending 09/21/2020 6:00 PM



MEMO

TO City Council and Mayor
CC Terrence Moore, City Manager City of College Park
FR Michelle M. Alexander, City Planner
DA September 10, 2020 (9/21/20 Work Session)
RE City of College Park Comprehensive Plan – Atlanta Regional Commission (ARC) Services

Background. The Comprehensive Plan serves to coordinate the planning of essentially all **community growth** functions – infrastructure, housing, economic development, transportation, land use, open space and recreation, etc – into one document. It provides data analysis to inform community goals and priorities and establishes a Five-Year Work Program. While City Planner serves as custodian of the document, each department carries responsibility for the chapters associated with their functional area.

The Department of Community Affairs (DCA) establishes the schedule for local governments to update their Comprehensive Plans. In addition to the practical benefit of coordinating planning, this document also maintains the status of the municipality as a **“Local Qualifying Government.”** This status is required to maintain eligibility for certain funding and grant privileges, including the implementation dollars associated with the Gateway Connector Pedestrian Bridge and other resources such as the Livable Centers Initiative (LCI) program funding.

The document intersects with the Strategic Plan as follows: the Comprehensive Plan identifies “what” we want for our community – the built environment and quality of community we strive to achieve. The Strategic Plan identifies the “how” – that is, how the organization of city government will deliver operational improvements and projects to enable the quality growth defined in the Comprehensive Plan. Finally, the Five-Year Work Program includes projects, initiatives **and cost estimates**. As such, ideally it should be referred in the development of the budget each year, to assess our progress, reflect on our adopted priorities and consider associated funding determinations to keep us on track with our adopted goals.

Time Frame – October 2020 – October 2021. The DCA schedule requires the City of College Park to prepare the Comprehensive Plan update draft by **August 2021**, in order to be reviewed and approved by the ARC, DCA and City of College Park by October 31, 2021.



ARC Services. The Atlanta Regional Commission provides technical services to help smaller cities prepare their Comprehensive Plan documents. Please see attached example a **Memorandum of Understanding** and **Attachment “A” Scope of Services** which lists the tasks ARC will perform, if the City Council agrees to enter into agreement with them. This comes **at no cost** to the City.

While the ARC provides services to help deliver a base document, preparing the deliverables will still require Staff and other City resources to complete.

City Resources and Scope. ARC resources will help to complete the minimum State mandate for updating the Comprehensive Plan. The scope and deliverables of the ARC, however still requires City staff engagement and contract management, as well as any technical areas desired by the City for update but not provided by the ARC, such as transportation, housing and other planning topics needing to be updated. The attached scope lists the deliverables and tasks provided by ARC.

The table below lists tasks and resources that the City will need to provide and includes estimated labor hours associated with the effort:

Comprehensive Plan: City Resources/Planner	Estimated Hours
Contract/Project Management (~12%)	65
* GIS Transfer and Production	40
* Transportation Plan Chapter	90
* Capital Improvements Element	80
* Housing Chapter	80
* Economic Development Chapter	40
Report of Accomplishment Content	24
Work Program Development	80
Public Involvement (1 mtg ARC support)	12
* Public Involvement (2 mtgs City led)	64
Adoption (DCA review, PC + Council hearings)	40
	615
* Not provided by ARC Staff	

The City Planner stands ready to manage and supplement ARC’s deliverables, however this effort will compete with the allocated budget for daily operations. We will track hours accordingly.

Attachment A: Scope of Work

ARC Comprehensive Plan Services

Pursuant to the 2012 update to the Georgia DCA Minimum Standards and Procedures for Local Comprehensive Planning, a Regional Commission is required to prepare a Basic Comprehensive Plan for a local government, upon request, during the community's regular planning due date cycle. At no additional cost to the local government, ARC will produce/provide the following for local governments:

- A Project Manager for the project
- Revisions to the existing Community Vision or Goal statements from the most recent Comprehensive Plan
- An analysis of the Needs and Opportunities facing the community, using ARC resources and local data. The list will be developed by involving community stakeholders
- An updated Five-Year Community Work Program
- An updated Capital Improvement Element (only if the community already has an approved CIE)
- An updated Land Use Element with either character areas or standard categories
- Coordination with the adopted HUD Consolidated Plan, Local Comprehensive Transportation Plans, and ARC's Regional Transportation Plan/Transportation Improvement Program
- Presentations/support/attendance at the two (2) required public hearings (one at kick-off and one prior to transmittal for regional and state review)
- A maximum of one (1) public meeting, at no cost, at a location provided by the local government
- A maximum of three (3) steering committee meetings, at no cost, at a location provided by the local government
- Language for official public hearing notices, if requested
- Advertisement and other public involvement materials, if requested
- Assurance that the local government meets its DCA deadline if the request is made to ARC in writing at least 12 months before the deadline
- Any plan revisions required by DCA
- The final plan and other documents from the process

To ensure that a plan meets the needs of the local government and DCA's requirements, the local government requesting this service will be responsible to produce/provide the following:

- A contact at the local government to coordinate with ARC staff
- A Report of Accomplishments showing the status of items in the existing Community Work Program
- A list of stakeholders for the required Steering Committee
- A schedule for Steering Committee meetings, with ARC input
- Public awareness and invitations to Steering Committee and public meetings
- Locations for public meetings that have heat/air conditioning, water, and electricity
- Any food or beverages for Steering Committee and public meetings
- Posting of notices of public hearings as required by the community's existing procedures
- Timely notice to ARC of local government meetings that ARC staff should attend

DEVELOPMENT OF LOCAL COMPREHENSIVE PLAN AGREEMENT

THIS AGREEMENT is made and entered into as of this _____ day of _____, 2020 by and between the Atlanta Regional Commission (ARC) of Atlanta, GA, and the City of College Park, a political subdivision of the State of Georgia.

WITNESSETH:

WHEREAS, the Regional Commissions were created by the State in order to assist local governments on a regional basis and to develop, promote, and assist in establishing coordinate and comprehensive planning in the state; and

WHEREAS, as the Regional Commission for the 10-county Atlanta Region, ARC has been mandated to undertake certain regional responsibilities under the Georgia Planning Act of 1989 (as amended), and does agree to perform prescribed services to local governments; and

WHEREAS, the City of College Park is required to update its Local Comprehensive Plan according to the schedule set by the Georgia Department of Community Affairs; and

WHEREAS, the City of College Park has requested assistance from ARC to update its Local Comprehensive Plan under the requirements set by the Minimum Requirements for Local Comprehensive Planning under the Georgia Planning Act (as amended); and

WHEREAS, ARC and the City of College Park believe it is mutually beneficial of both parties that the City of College Park as part of the ARC, has a Local Comprehensive Plan; and

WHEREAS, ARC agrees to provide assistance for development of the City's update of its Local Comprehensive Plan:

NOW, THEREFORE, in consideration of the premises and of the mutual covenants herein contained, and for other good and valuable consideration, the parties hereto agree as follows:

1. Duties of the ARC. In addition to those services outlined in Attachment A: Scope of Work, attached hereto and incorporated by reference herein, ARC agrees to perform the following services:
 - a. Provide a project manager for the project.
 - b. Update the existing Community Vision and/or Goal statements from the most recent Comprehensive Plan.
 - c. Complete an analysis of the Needs and Opportunities facing the community.
 - d. Complete an updated Five-Year Community Work Program.
 - e. Complete an updated Land Use Element.
 - f. Coordinate with the HUD Consolidated Plan, Local Comprehensive Transportation Plans, and ARC's Regional Transportation Plan/Transportation Improvement Program (RTP/TIP).

- g. Conduct one (1) public meeting.
- h. Prepare and present a final plan presentation.
- i. Prepare materials for public feedback.
- j. Conduct a maximum of three (3) Steering Committee meetings.
- k. Provide language for official public hearing notices, if requested.
- l. Provide advertisement and other public involvement materials, if requested.
- m. Complete any plan revisions requested by DCA.
- n. Prepare the final plan document and other requested supporting materials to document community feedback.
- o. Attend Project Management Team meetings.

2. Duties of the City of College Park. In addition to those duties outlined in Attachment A: Scope of Work, the City of College Park agrees to perform the following duties:

- a. Provide a City staff contact to coordinate with ARC staff.
- b. Complete a Report of Accomplishments showing the status of items in the existing Community Work Program.
- c. Provide a list of Steering Committee members, which must include a City elected official and an economic development representative.
- d. Provide a schedule for Steering Committee meetings, with ARC input.
- e. Promote public awareness and invitations to Steering Committee and public meetings.
- f. Provide locations for Steering Committee and public meetings that have heat/air conditioning, water, and electricity.
- g. Provide any food or beverages for Steering Committee and public meetings.
- h. Post and conduct public hearings as required by the City's existing procedures.
- i. Provide timely notice to ARC of local government meetings that ARC staff should attend.
- j. Participate as a team member on the Project Management Team.
- k. Provide ARC with submittal deadlines to for relevant City boards and committees at the beginning of the process.

3. Time of Performance, Amendments, Modifications

This agreement shall become effective upon execution by both parties and remain in effect until the completion of the project or termination by of the parties as provided below.

Either party may terminate this Agreement upon sixty (60) days' written notice to the other parties, provided that the party requesting termination has provided notice and sufficient opportunity for remedy.

Either party may request changes to this agreement at any time by written notice to the other party's signatory of this agreement. Such changes as are mutually agreed upon by and between the parties shall be incorporated in written amendments to this agreement and executed in the same manner as this Agreement. This Agreement may only be

modified by an instrument in writing executed by the City of College Park and ARC. Notwithstanding the foregoing, the City of College Park and ARC acknowledge that this Agreement may be revised or refined from time to time during its term. The parties agree to cooperate with each other by executing such documents as may be necessary to evidence such mutually agreeable modifications and refinements.

4. Rights in Documents, Materials, and Data Produced

For the purposes of this agreement, ‘data’ includes, but is not limited to, writings, sound recordings, photographs, films, videotapes, or other graphic representations and works of a similar nature. The City of College Park and ARC shall have the right to use same without restriction or limitation and without compensation to the other parties of the agreement.

IN WITNESS WHEREOF, the parties have hereto executed this Agreement as of the date first above written.

Atlanta Regional Commission (ARC)

Attested, Assistant Secretary

Douglas R. Hooker, Executive Director

Witness:

The City of College Park

Municipal Clerk

Hon. Bianca Motley Broom, Mayor

Approved as to Form:

Recommended:

City Attorney

Approved:



CITY OF COLLEGE PARK

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

WORKSHOP AGENDA ITEM

DOC ID: 8339

DATE: September 17, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Mike Mason, Public Works Director

RE: Illegal Dumping-Jamestown Plaza Recycling Center

Over the past few months there has been an increase in illegal dumping occurring at the Jamestown Plaza Recycling Center. In order to combat this increase, collaboration between Public Works, Police, and Information Technology have resulted in the following measures taken to deter and/or cite those responsible for illegal dumping at this location:

- Installation of a camera system
- Increased police patrol of the site
- Placement of additional "Surveillance" and "No Illegal Dumping" signage
- Evaluating limiting the recycling center operating hours and use of barricades
- Reduced number of dumpster at the site

We will be monitoring the effectiveness of these measures over the next 30-45 days and provide an update to Mayor and Council.

Review:

- Mike Mason Completed 09/17/2020 11:37 AM
- Rosyline Robinson Completed 09/17/2020 12:26 PM
- Terrence R. Moore Completed 09/17/2020 12:38 PM
- Mayor & City Council Pending 09/21/2020 6:00 PM