



CITY COUNCIL WORK SESSION

Monday, October 16, 2023 at 6:00 PM
Council Chambers and YouTube Livestream

Website: www.forestparkga.gov

YouTube: <https://bit.ly/3c28p0A>

Phone Number: (404) 366.4720

FOREST PARK CITY HALL

745 Forest Parkway
Forest Park, GA 30297

The Honorable Mayor Angeline Butler, MPA

The Honorable Kimberly James

The Honorable Hector Gutierrez

The Honorable Allan Mears

The Honorable Dabouze Antoine

The Honorable Latresa Akins-Wells

Ricky L. Clark Jr, City Manager

Randi Rainey, City Clerk

Mike Williams, City Attorney

DRAFT MINUTES

CALL TO ORDER/WELCOME: Mayor Butler called The meeting to order at 6:00 p.m..

ROLL CALL: A quorum was established.

Attendee's Name	Title	Absent	Present
Angelyne Butler, MPA	Mayor, At-Large		✓
Kimberly James	Council Member, Ward 1		✓
Dabouze Antoine	Council Member, Ward 2		✓
Hector Gutierrez	Council Member, Ward 3		✓
Latresa Akins-Wells	Council Member, Ward 4		✓
Allan Mears	Council Member, Ward 5		✓

Jeremi Patterson, Deputy Finance Director; LaShawn Gardiner, Director of Planning & Community Development; Javon Llyod, PIO; Diane Lewis, Deputy HR Director; Bobby Jinks, Public Works Director; Bruce Abrahams, Director of Economic Development; David Halcome, Deputy Fire Chief; Tarik Maxwell, Recreation and Leisure; Joshua Cox, IT Director; Derry Walker, Code Enforcement Director; and Major Jones of the Polic Department.

NEW BUSINESS:

1. **Council Discussion and Approval of Final Subdivision Plat** – Legal & Planning/Community Development

Background/History:

This is the Final Subdivision Plat of the properties located on the former Ft. Gillem Army Installation, now Gillem Logistics Center. The final plat assists in clarifying the parcels and sites at Gillem.

Mrs. Gardiner, Planning and Community Director- noted the Planning Commission held a Special Called Meeting on October 2, 2023, to recommend the approval of the Plat.

2. **Council Discussion and Approval of the GEMA Grant Award in the amount of \$49,500 for one project under the "HazMat" Category-** Forest Park Fire & EMS

Background/History

The Fire Department and EMA Division applied for a grant available from the State Homeland Security Program through the Georgia Emergency Management Agency and Homeland Security office. The department was awarded \$49,500 for one project under the "HazMat" category. This grant is 100% reimbursed by the State and will assist the department in obtaining vital equipment necessary for safe operations in this area.

Ms. Armstrong-Craig, Fire Dept.- noted applying for the grant in February and was awarded the grant a month ago; Ms. Armstrong-Craig also stated the funds will replace equipment needed.

3. **Council Discussion and Approval of IT Hardware Surplus** – IT Department

Background/History:

The IT department has accumulated equipment through scheduled upgrades and hardware replacements over the past few months. We are bringing this equipment before Mayor and Council for direction how to dispose of the equipment. Attached to the agenda item is a spreadsheet containing the details of the surplus inventory along with estimated values, conditions, and our recommendation for each item.

Josh Cox, IT Director- noted most of the equipment is old and outdated and needs to be recycled at no cost to the city. Mr. Cox noted having a few items, such as cell phones, that may be worth donating or adding to the employee buyback program.

Mr. Clark, City Manager- noted some items would not be available for the employee buyback program but instead cleared through a third party to be recycled.

Josh Cox, IT Director- noted what would be considered for the employee buyback program and mentioned the council's discretion on how it would be broken down, what would be regarded as recycled goods, and what would go to the employee buyback program.

Mr. Clark, City Manager- noted that the market value is currently \$60, and the employee buyback program will start at \$60.

Josh Cox, IT Director- included the current market value could be lower or higher.

Mr. Williams, City Attorney- noted the current Resolution drafted states to surplus the items and authorize staff to make the items available for employees first, followed by residents for any item valued less than \$500. Mr. Williams noted for the record to make the surplus items available for staff to purchase.

Councilmember James- noted for future reference to outline or define a list of companies or organizations that would be used.

Mayor Butler- suggested putting the word out and allowing those to submit their interest.

Mr. Clark, City Manager- mentioned using a third party and placing what is left out for bid.

Comments/Discussion from Governing Body:

Councilmember Antoine- noted not having an issue with buying back the cell phones.

4. **Council Discussion and Approval of Surplus items – Public Works Department**

Background/History:

The Public Works Department has received approval from the appropriate departments to surplus vehicles. The vehicles will be placed on public surplus for auction.

Bobby Jinks, Public Works Director- noted the Public Works Dept. has 25 vehicles that have outlived their service of the city; noted staff will use Public Surplus Auctions if approved. Mr. Jinks also noted if approved, the cars will be stripped down and taken to auction.

Comments/Discussion from Governing Body:

Councilmember Antoine- inquired about the years of the vehicles. Mr. Jinks noted from 1991-2015.

Councilmember Akins-Wells- inquired about having the same process as the IT Surplus, allowing the vehicles to be available to employees first, followed by residents. Mr. Williams noted the city could not if they are valued at \$500 or more. Mr. Clark said if approved, staff would look at the Kelly Bluebook value based on the present day and conditions of the vehicles, and if they fall under the \$500 range, they would be treated like the IT Surplus list. Mr. Jinks noted if staff does not receive any bids, they would run it back through at a lower price for as low as \$5000; if there still are no bids, staff will bring it back before the council to authorize surplus.

Councilmember Mears- noted to have the items sold “As Is.” Mr. Jinks noted when the cars go to the auction; they would have either “parts only”, “runs”, or “passes emission” to notify buyers

what they would be purchasing. Mr. Clark included issuing an "As Is" title in the seller's agreement.

5. **Council Discussion and Approval of a Resolution Cancelling November 20th and December 18th Council meetings- Executive Offices**

Background/History:

It is proposed that the November 20th and December 18th City Council meetings be canceled to reduce any potential disruption in the City employees' holiday and vacation plans in November and December.

This was last done for the meeting prior to the July 4th holiday this past summer.

Should the need arise, the Mayor and Council could still hold a special called meeting to address any time critical matters that present themselves.

Mr. Clark, City Manager- noted seeking approval to cancel the November 20th and December 18th meetings in lieu of the holidays; he also noted it would give the governing body a break from receiving so many items from the last quarter.

Comments/Discussion from Governing Body:

Councilmember James- noted having a very lengthy agenda the last time a meeting was canceled.

Councilmember Gutierrez- noted appreciating the ideal and mentioned being opposed to canceling the November meeting.

Councilmember Akins-Wells- agreed with Councilmember Gutierrez and noted the citizens deserve two meetings a month; she also noted in favor of one meeting but not two.

Councilmember Mears- noted being in favor of canceling the November 20th meeting. Mr. Williams mentioned the December 18th meeting would be a week before Christmas, and the November 20th meeting would be the same week as Thanksgiving and suggested canceling the November meeting.

Mayor Bulter- stated she would break the votes up into two motions. Mayor Butler also noted the way the meetings are currently set up; there are technically four meetings a month, and she does not want to get the notion out of missing meetings that are required.

Councilmember James- noted it has been typical to have a meeting the same week as a holiday.

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

It was moved to recess into Executive Session at 6:17 p.m. for Personnel, Litigation, or Real Estate matters.

Motion made by Councilmember James, Seconded by Councilmember Akins-Wells.
Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez,
Councilmember Akins-Wells, Councilmember Mears.

It was moved to reconvene back into the Council Work Session at 7:03 pm.

Motion made by Councilmember James, Seconded by Councilmember Mears.
Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez,
Councilmember Akins-Wells, Councilmember Mears

ADJOURNMENT:

It was moved to adjourn the October 16, 2023, Council Work Session at 7:03 pm

Motion made by Councilmember James, Seconded by Councilmember Antoine.
Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez,
Councilmember Akins-Wells, Councilmember Mears