



CITY COUNCIL WORK SESSION

Monday, April 01, 2024 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 Angelyne 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

Danielle Matricardi, City Attorney

DRAFT MINUTES

VIRTUAL NOTICE

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

The Council Meetings will be live-streamed and available on the City's

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

CALL TO ORDER/WELCOME: Mayor Pro Tem Akins-Wells called the meeting to order at 6:01 p.m.

ROLL CALL - CITY CLERK: 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- <i>Via Zoom</i>		✓
Latresa Akins-Wells	Council Member, Ward 4		✓
Allan Mears	Council Member, Ward 5		✓

John Wiggins, Finance Director; Jeremi Patterson, Deputy Finance Director; James Shelby, Interim Director of Planning & Community Development; Shalonda Brown, HR Director; Diane Lewis, Deputy HR Director; Nigel Watley; Deputy Public Works Director; Latosha Clemons, Fire Chief; Geoff May, Deputy Fire Chief; Joshua Cox, IT Director; Rodney Virgil, Level 2 Support Engineer; Pauline Warrior, Senior Management Analyst; Jacon Llyod, PIO; Arthur Geeter, Purchasing; Brandon Criss, Polic Chief; Captain Smith, PD; Dorothy Roper-Jackson, Court Director and Danielle Matricardi, City Attorney.

ADOPTION OF THE AGENDA WITH ANY ADDITIONS / DELETIONS:

It was moved to amend the agenda to add Item #9- GA Cities Week Resolution.

Motion made by Councilmember James, Seconded by Councilmember Mears.

Voting Yea: Councilmember James, Antoine, Councilmember Gutierrez, Councilmember Mears.

NEW BUSINESS:

1. **Council Discussion and Approval on the Renewal of the GEMA/Homeland Security Statewide Mutual Aid Agreement-Executive Offices**

Background/History: Pre-existing agreements for mutual aid assistance in emergencies help to ensure the timely provision of mutual aid assistance and reimbursement of costs incurred by those parties who render such assistance. This agreement also provides the framework to support mutual assistance in managing an emergency or disaster occurring within any political subdivision that is a Participating Party, whether arising from a natural disaster, technological hazard, human-caused disaster, civil emergency, community disorders, or other significant events or homeland security activities.

The City of Forest Park has been a Participating Party in this agreement, which was most recently renewed in 2020. This agreement must be renewed/approved every four years.

GEMA/HS Area 7 Field Coordinator Sheri Russo is available to help further explain and/or answer additional questions.

Ioana Armstrong, Fire Department, noted that it is a statewide mutual aid agreement that is renewed every four (4) years. She also said that the city has been in accordance with GEMA/Homeland Security since 2008.

Comments/Discussion from Governing Body:

Councilmember Gutierrez- noted making sure the citizens know the emergency plan. Mr. Clark said there are plans to inform the general public in the upcoming months. Mr. Clark pointed out there have been plans to educate the general public. Ms. Armstrong included the plan for starting small and growing big with small tabletop exercises, small drills, and eventually full-scale exercises.

2. **Council Discussion and Approval of an Emergency Requisition Associated with the Public Safety Building – Planning and Community Development Department**

Background/History:

This emergency requisition is a proposal and recommendation from Grounded Engineering Services based on a geotechnical investigation of undeveloped portions of property associated with the Gillem Public Safety Building, precisely the concrete trash dumpster at the edge of the parking lot. The geotechnical investigation was in response to the appearance of subsidence/sinkholes on the property in areas outside the construction limits and disturbance for the project. Site Mix Pressure Grouting LLC will inject cement-based, high-mobility geotechnical grout through driven injection pipes and into the soils surrounding the concrete trash dumpster pad at the edge of the parking lot to protect it from sinking.

Interim Director of PCD James Shelby- noted that a month ago, staff noticed sinkholes in the undeveloped area behind the new fire station. Interim Director Shelby pointed out having the soil tested before building the new fire station and stated that the emergency order is so that staff can shore up the garbage receptacles in the back. Interim Director Shelby also noted Grounded Engineering Services conducted a geological investigation on the undeveloped portion and introduced Chris Settles to explain more.

Chris Settles, Grounded Engineering Services Representative- explained that the plan was to conduct soil test boardings; however, due to the shallowness compared to what was expected, a track-mounted excavator was brought out to conduct test bits. Mr. Settles noted that they found a layer of boulder fill underneath and mentioned the soil fill was collecting moisture and water every time it rains; when the water drains through the boulder fill, it takes material with it, causing the sink and subsidence that is being seen. Mr. Settles noted cracking in the pavement, and rotation and movement can be seen in the carbon gutter. Mr. Settles said the proposal is to mix grouting to fill the voids and grout the area to help the dumpster pad from continuous movements.

Comments/Discussion from Governing Body:

Councilmember James- inquired about a border field. Mr. Settles stated that it is called a boulder fill or shot rock fill, made of big rocks from dynamite to excavate materials.

Councilmember Mears- noted that a compact soil test was supposed to be completed, and the company that completed the slab work missed the mark. Mr. Settles stated that the fire station was not tested; however, it appears the fire station structure and pavement seem to be performing well. Mr. Settles also noted that the structural areas of the site could have been tested, but not the non-structural areas.

Councilmember Mears- inquired if the subsidence was running towards the fire station. Mr. Settles noted that the subsidence diverts off somewhere else. Mr. Clark also included that this is not the first time that this has happened; the first time was filled with dirt. Mr. Settles noted that it's currently doing what it is supposed to do. He also added two (2) or three (3) areas showing indications of failure, one adjacent to the dumpster pad. Mr. Shelby included an area of concrete that must be fixed in front of the dumpster pad; a task order will be presented to the council later.

Mr. Clark- noted that the area that needs fixing is in the undeveloped area and inquired about things possibly happening closer to the building. Mr. Settles pointed out that his best guess is that he doubts the building itself was built on poorly soil-compacted materials.

3. **Council Discussion and Approval of the City Center Boundary Topographic and Utility Survey-**Planning and Community Development Department/Capital Projects

Background/History:

Precision Planning Inc. (PPI) is working with the City to design and prepare plans for the City Center project, including City Hall, Municipal Court, Police Headquarters, and a Recreation Facility. The new facility will be based on Preliminary Design drawings completed by Precision Planning, Inc. in December 2023. Falcon Design Consultants, LLC (FDC) has prepared a Task Order (TO) to assist the City of Forest Park with a boundary/topographic survey and underground utility locate for the future City Center location.

Interim Director of PCD James Shelby- noted that 745 Forest Pkwy, 785 Forest Pkwy, and the vacant lot properties will be included in the survey.

4. **Council Discussion and Approval to Upfit seventeen (17) Police Vehicles-** Police Department

Background/History:

Due to an aging fleet, the Mayor and Council approved the police department's purchase of new patrol vehicles. Once the vehicles above were acquired, they needed to be upfitted with equipment. The equipment installed on the vehicles will include, but not be limited to, emergency lights, emergency sirens, storage racks, computer mounts, etc.

The Forest Park Police Department intends to proceed with HG2, a vendor already serving the city of Forest Park, to install. The funding for this upfit, totaling \$241,043.00, has already been approved as part of the Capital Improvements Vehicles budget.

Mr. Geeter, Procurement Division, gave a brief history of the purchase of the vehicles, noting that the vehicles were going to Prologic at first but would sit for long periods due to the GA State Troopers contract with Prologic. Mr. Geeter noted seeking three (3) other companies that outfitted police cars, and Ford Legacy recommended HG2.

Comments/Discussion from Governing Body:

Councilmember Mears- Inquired about purchasing new vehicles. Chief Criss noted that this would allow them to put the equipment in the vehicles that had already been purchased.

5. **Council Discussion and Approval to Purchase seven (7) portable Radios for the Police Department-**Police Department

Background/History:

The Forest Park Police Department has 95 sworn positions allocated to it. When the portable radios were initially ordered a few years ago, the order did not cover all the sworn positions, nor did it factor in potential losses or damages to the equipment. With all allotted positions now spoken for, the police department needs additional radios for incoming police officers and radios to keep as spares.

Therefore, the department requests approval to purchase seven (7) extra portable radios to meet its equipment requirements.

Mr. Geeter, Procurement Division- noted being a state contract using Motorola.

6. Council Discussion and Approval to purchase one (1) Police Vehicle-Police Department**Background/History:**

Historically, vehicle acquisitions were tailored to meet staffing needs. Still, the existing fleet does not align with the current requirements due to the recent decrease in vacancies and the recent loss of a vehicle. All positions (excluding the deputy chief position) are spoken for in the Police Department.

The Forest Park Police Department is aiming to procure one Dodge Challenger at a total cost of \$47,140. The funds for this purchase have already been approved via Capital Improvements. This investment addresses immediate vehicle needs, aligns with the current staffing levels, and contributes to the police department's overarching mission.

Mr. Geeter, Procurement Division- noted Ford manufacturing is the only manufacturing company on a state contract; he also reported obtaining three (3) bids for this particular Dodge Challenger for \$52,4800.00 and the lowest rate at \$47,000.00.

Comments/Discussion from Governing Body:

Councilmember Mears inquired- if the vehicle would be used for something other than street services. Chief Criss noted that it would be an unmarked car for undercover operations and community engagements. Chief Criss also pointed out that the vehicle will replace a recently wrecked vehicle.

Mayor Pro Tem Akins-Wells- mentioned whether the type of vehicle should be mentioned if it's an undercover vehicle. Chief Criss noted that the make and model can be identified but will not go into detail about the actual vehicle.

7. Council Discussion and Approval for the Purchase of Playground Equipment for Pocket Parks-Public Works Department

Background/History:

In line with our ongoing efforts to enhance the parks throughout the City, the staff proposes purchasing new playground equipment for the pocket parks in Wards 3, 4, and 5. The details of the proposal are outlined below:

Proposal Details:

Total Cost: \$275,271.25

Allocation by Ward:

Ward #3 – Theater Park: \$68,817.81

Ward #4 – Perkins Park: \$68,817.81

Ward #4 – Second St Park: \$68,817.81

Ward #5 – Alder Park: \$68,817.81

Components of Playground Equipment: Each playground equipment consists of over 13 unique components directly attached to the main playground structure, offering various play experiences for children.

Additional Equipment: ADA compliant Single Spigot water fountain (except Alder Park, due to lack of water source).

Recycled 6' plastic bench.

Plastic border timbers and 1 ADA border half ramp for each site (this holds mulch in place).

Loose-fill rubber mulch (to be installed on top of existing mulch, saving the City money).

Contract Details: The proposed purchasing agreement is with PlaySouth Playground Creator under the following contract:

Burke Sourcewell Contract #010521-BUR

Forest Park member #77837

Funding: The funding for this proposal will be drawn from each Ward's Project line item to cover the total cost.

Conclusion: This proposal includes all materials and labor, excluding the water fountains, which Public Works will replace upon delivery. The initiative aims to provide safe and engaging play spaces for children across the City.

Mr. Geeter, Procurement Division—noted that this is a state contract and will be using the same type of equipment for each park.

Mr. Wattlely, Public Works Deputy Director- noted that this is a continuation of enhancing all of the pocket parks and noted they all cost \$68,817.81 with a one-piece structure and will have 13 workstations attached to them.

Mr. Clark- included that the project is under the initiative “Forest Parks are Us”; the city received excess funds from delinquent taxes and appropriated funds for all of the renovations of the parks. Mr. Clark noted that it would require a subsidy based upon the allocation provided through the Capital Ward funds and could be used in the current budgeted fiscal year. Mr. Clark noted for Ward 1 park, staff recognized the information is underway, and staff did not think the park would be completed by the end of the fiscal year, so funds will be reallocated to next year's budget and will move forward with the plans. For Ward 2, Starr Park is currently underway and should have a finalized plan before summer, and there are no recommendations for Bill Lee Park. Mr. Clark noted that Ward 4 has two (2) parks, Perkins Park and Second Street Park; Ward 5 Alder Park has recently been renovated. Mr. Clark pointed out every swing set would be replaced and easy to maintain due to being under the same warranty, and every pocket park would be done entirely by July 2024.

Comments/Discussion from Governing Body:

Councilmember Gutierrez- inquired if his ward park would be fixed. Mr. Clark noted that Theater Park is listed on the list and is the park that made staff go around all the parks. Mr. Clark pointed out concerns about Theater Park and said that staff will have everything ripped out and redone, including the concrete slabs. Mr. Clark also included that every pavilion would have the same color for city branding.

Councilmember Gutierrez- noted that they should ensure it is correct and that staff should allow the community's design input before paying for equipment. Mr. Clark mentioned asking the council about the design roughly two (2) months ago and noted that there could be a community approach to creating a new park in Ward 1. Mr. Clark also noted little time is left before the budget cycle runs out and funding disappears. Mr. Clark included having plans for a new park in Ward 3 off of Jonesboro Rd.

8. **Council Discussion and Approval - CPRG Grant Agreement with Clayton County-Public Works Department**

Background/History:

The City of Forest Park is committed to fostering cleaner air and a healthier environment for our residents. As part of this commitment, we are exploring the possibility of participating in a project with Clayton County to apply for grant funds through the EPA Climate Pollution Grant program. This grant would enable us to acquire EV vehicles and establish charging infrastructure within our community.

Project Objectives:

Phasing out aging government vehicles with zero-emissions electric vehicles.

Installing charger stations.

Building out utilities and power infrastructure to support EV usage.

Purchasing electric vehicles to replace traditional combustion engine vehicles.

Grant Details:

No local match is required for this grant, making it a financially advantageous opportunity for the City.

The project will involve collaborating with nine localities across the Atlanta metropolitan region to reduce greenhouse gas emissions in the transportation sector collectively. Staff recommends that the City Council discuss and approve our participation in entering into a grant agreement with Clayton County for the Climate Pollution Grant program to build a greener and more sustainable future for Forest Park.

Mr. Wattle, Public Works Deputy Director- noted that staff is requesting to enter into an agreement with Clayton County as part of a coalition between nine (9) local regions across Atlanta's Metro region with grants funds coming from the EPA Climate Pollution Grant program. Mr. Wattle explained that the purpose is to purchase electric vehicles, convert some of the existing fleet vehicles from gas to electric, and upgrade the power infrastructure to support new electric vehicles.

9. **Council Discussion and Approval of Georgia Cities Week-** Executive Offices

Ms. Rainey, City Clerk- described Georgia Cities Week and noted that it is a week to raise public awareness about cities' services and educate the public on how city governments work. Mr. Clark included most cities in the state that participate in Georgia Cities Week. He wanted the City of Forest Park to participate in planning a week-long event with the possibility of having a Town Hall meeting starting that Monday and an open house allowing the community to come inside and tour all of the offices. Mr. Clark also mentioned that on Wednesday, there will be a pinning ceremony for all employees promoted to the fire and police departments. On Thursday, both chiefs will host "Coffee with the Chiefs." The Office of Economic Development is planning a wine crawl on Main Street and will have all of the city vehicles on display.

Comments/Discussion from Governing Body:

Councilmember James- inquired about the date for GA Cities Week. Ms. Rainey noted it will be April 21-27, 2024.

Councilmember Gutierrez- noted it was a good thing and asked to do an Instagram takeover to highlight the different departments. Mr. Clark stated that staff will work with the PIO to create content.

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

ADJOURNMENT:

It was moved to adjourn the meeting at 6:37 pm.

Motion made by Councilmember James, Seconded by Councilmember Mears.

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Mears.

In compliance with the Americans with Disabilities Act, those requiring accommodation for meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 404-366-4720.