



## CITY COUNCIL SPECIAL CALLED

Monday, May 23, 2022 at 5:00 PM  
Council Chambers and YouTube Livestream

### MISSION STATEMENT

It is the mission of the City of Forest Park to enhance, strengthen, and grow our city by collaborating with our community to provide the highest level of service. Striving to be recognized as a diverse community that values and respects all members. We will strive to provide fair, professional, and courteous service through transparency and open communication. As we work to achieve this mission, we will have integrity beyond reproach while employing fiscal discipline and innovation. In this work there are no praises and raises for mediocrity.

**Website:** [www.forestparkga.gov](http://www.forestparkga.gov)  
**YouTube:** <https://bit.ly/3c28p0A>  
**Phone Number:** (404) 366.1555

**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

Dr. Marc-Antonie Cooper, City Manager  
S. Diane White, City Clerk  
Mike Williams, City Attorney

### DRAFT SPC MINUTES

**CALL TO ORDER/WELCOME:** The meeting was called to order by Mayor Butler, and she read the Mission Statement.

**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, Mayor Pro-Tem		✓
Latresa Akins-Wells	Council Member, Ward 4 -		✓
Allan Mears	Council Member, Ward 5		✓

**DIRECTORS PRESENT:** Chiquita Barkley, Finance Director, Darquita Williams, Deputy Finance Director; Tarik Maxell, Director of Recreation & Leisure, Bobby Jinks, Director of Public Works, Joshua Cox, IT Director, Javon Lloyd, PIO Officer, Latosha Clemons, David Halcome, Fire Department and Nathaniel Clark, Chief of Police

**NEW BUSINESS:**

1. **PUBLIC HEARING – 1ST Reading of the FY23 Fiscal Budget Ordinance** – Executive/Finance Department

**Background/History:**

The proposed funded dollar amount of the FY2023 Budget is \$34,800,288 and the full FY23 Budget can be viewed on the City's website by clicking the link below:

[https://www.forestparkga.gov/sites/default/files/fileattachments/finance/page/2771/proposed\\_budget\\_fy\\_2022-2023.pdf](https://www.forestparkga.gov/sites/default/files/fileattachments/finance/page/2771/proposed_budget_fy_2022-2023.pdf)

It was moved to open the public hearing for the FY23 Budget

Motion made by Councilmember James, Seconded by Councilmember Mears.

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

There were no speakers

The was moved to close the public hearing.

Motion made by Councilmember James, Seconded by Councilmember Mears.

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

2. **Council Discussion and Approval of entering an Agreement with ADP, Inc. as the City's Payroll Processing Platform** – Executive Department

**Background/History:**

On May 16<sup>th</sup> representatives from ADP, Inc. presented their proposal for having ADP handle the payroll process for the city and the auditors made a recommendation in the city's 2020 audit that the city should research the risks and benefits of procuring a third-party vendor to manage the payroll process and dissemination. Attached is the contract for ADP at an annual cost of \$190,163.55 with \$42,500.00 for implementation cost. The City Manager is requesting approval of the contract and use of funding identified and available within the American Rescue Fund line item Encode upgrade. Future funding for this annual expenditure will be factored in the general fund budget.

**Comments/Discussion from the Governing Body:**

**Councilmember Gutierrez** – So with the \$42,500 for implementation cost, does that mean next year we would not have these expenses? So, this \$42,500 is not a part of the \$190k cost, but just a one-time fee.

**City Manager** – No sir, that is the one-time cost to set up everything and as they stated, we could stretch this payment out over twelve (12) months, but we would have to locate the funds, so we were looking to pay it in full now.

**Councilmember Akins-Wells** – How long will it be before the actually start?

**City Manager** – We are trying to get this in place by July 1, but it will depend on when they actually get in and start getting into everything we need, then we will see if it is July or after, but we are trying to get it implemented with the beginning of the fiscal year.

**Councilmember James** – Just for the record, this is not to eliminate any current positions that we have?

**City Manager** – No, this is not to eliminate any positions we currently have

It was moved to approve the agreement with ADP.

Motion made by Councilmember Akins-Wells, Seconded by Councilmember Gutierrez.

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears

**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 Special Called Meeting of May 23, 2022 at 5:06pm.

Motion made by Councilmember James, Seconded by Councilmember Mears.

Voting Yea: Councilmember James, Councilmember Antoine, Councilmember Gutierrez, Councilmember Akins-Wells, Councilmember Mears