



## CITY COUNCIL WORK SESSION

Monday, June 05, 2023, at 6:00 PM  
Council Chambers and YouTube Livestream

Website: [www.forestparkga.gov](http://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

S. Diane White, City Clerk

Mike Williams, City Attorney

### DRAFT MINUTES

**CALL TO ORDER/WELCOME:** The meeting was called to order by Mayor Butler at 6:00pm 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		✓
Latresa Akins-Wells	Council Member, Ward 4		✓
Allan Mears	Council Member, Ward 5		✓

Javon Lloyd, PIO Officer, Jeremi Patterson, Deputy Finance Director; Arthur Geeter, Purchasing; LaShawn Gardiner, Director Planning & Community Development; Shalonda Brown, HR Director; Diane Lewis, Deputy HR Director; Bobby Jinks, Public Works Director; Nigel Wattlely, Deputy Public Works Director; Bruce Abrahams, Director Economic Development; David Halcome, Deputy Fire Chief; Police Chief; Brandon Criss; Tarik Maxwell, Parks and Recreation.

**CITY MANAGER'S REPORT:**

Good afternoon mayor and council as well as our departments, constituents, and residents of the Great City of Forest Park. I would like to introduce the new personnel for the police dept. Over the course of the last four months, we have hired 4 new individuals in the police dept: Major Charles Jones, Captain Lloyd Owens, and Lt. Jerrold Wilkerson. In addition to this, today is the first day for the new Court Administrator, Cedric McEachin, to lead courts for the city. As you know we held our first employee town hall to push out this new One Forest Park initiative. I would like to show a clip from the Employee Fun Day. One thing we wanted the employees to know is that they were in an environment where they could speak freely. We wanted to start the meeting off on a high note. I have presented to each of you the results from that survey; we are confident that there is a foundation put together for operational excellence that is a part of this One Forest Park initiative. Thanks to all of you for your support and we are looking for another way to engage with our employees.

On that same day under the leadership of Director Brown, she posted the Employee Fun Day. Another thing I wanted to bring before you, because you and the constituents of the community, have talked about the RFP related to the Housing Rehab Program. We are looking forward to bringing that to you at the end of this month for revisions that we are proposing, as well as the individuals that are over our rental programs so you can hear what is going on with that.

We are working with GDOT on some upcoming ramp modifications, that will be done adjacent to Southbound I-75, connecting Forest Park and I-285. This is a major improvement, and we will tell you about that later.

Over the weekend there were some events that occurred within our police department. Through our Chief Brandon Criss, I will share with you he is working to mitigate some of that as the summer months are upon us. We are fortunate to have a police department that can get the job done. Just a few notable events, mark your calendar for Thursday, June 22<sup>nd</sup> at 6:30pm as well as Thursday, June 29<sup>th</sup> at 6:30pm we will have our public meeting and adoption for our fiscal year 23-24 annual budget. Council members that stated in our budget work session, I will be coordinating with each of you individually to finalize things that are within that budget. We are happy to present to you a balanced budget this year with some amazing opportunities to engage with our community.

On June 17<sup>th</sup> our Parks and Recs. division, is hosting the annual Juneteenth celebration there at Starr Park. The event will be from 4-10pm, additional details to come. The other thing to note is our Code Enforcement department, under the leadership of director Gardiner, has started doing blitzes in the community to make sure all our businesses have active business licenses. In our first sting operation that we did on the northwest quadrant, we were able to find 21 actual businesses that did not have a license who were then cited. I say this publicly, so the businesses operating in this city know, we will not allow you to operate a business and make money off the backs of the residents without having an active license, because that takes away from all of us. We are also working with Code Enforcement with the beautification efforts of trying to ensure some of the complaints that you are receiving in your neighborhood, that we can come up with a plan to help identify some of those areas of concern.

The official city manager report will be at the end of the month instead of every other week. It has really been a great opportunity within less than a month of trying to get around and meet everyone and see our facilities. So, we can come back before this body and put forward steps to make this city better, one community at a time.

**Chief Criss** – Recognized two officers for a job well done and a lifesaving event. On May 19<sup>th</sup> Officer Ellis and Officer Das responded to a person down call in the City of Forest Park. They performed CPR on a young lady that was not breathing and saved her life.

**PRESENTATION(S):**

1. **Steve Lundquist Indoor Pool – Soils and Building Foundation Investigation Report – Recreation and Leisure Department**

**Background/History:**

A full Soils and Building Foundation Investigation was conducted by Engineered Systems & Services to find the source of the ongoing leak in the indoor pool. ESS evaluated the pool shell foundation, integrity of the building's foundation, and the soil surrounding it to determine if there was any evidence of structural damage present.

This report is being submitted and presented to provide transparency to the council and the citizens of the City of Forest Park about the ongoing work being done to the indoor pool.

**Tarik Maxwell, Director Parks Recreation & Leisure** – The purpose of this is to have Mr. Johnathan come up and present his findings and answer any questions you may have. He will also recommend what should be done from here.

**Jonathan Rucker, Engineering Systems and Services** – Presented his findings on the structure and foundation of the pool to the governing body and advised them on how to move forward.

**Comments/Discussions from Governing Body:**

**Councilmember Gutierrez** – I remember there being a problem with the leakage and the water disappearing. Where was the water going?

**Jonathan Rucker** – The pool was constructed in 1961, it had a drainage system below that enabled water to drain off site. We did not conduct invasive investigations beneath the slab throughout the pool, and there can be some isolated places, but the structure of the pool was in good shape, and we certified that.

2. **Forest Park Fire & EMS Announces Two New Paramedics – Joseph Kidd and Takuya Gatlin.**

**Background/History:**

Forest Park Fire & EMS is pleased to announce its newest Paramedics. Congratulations to Joseph R. Kidd and Takuya Gatlin for obtaining their Georgia Paramedic license. Paramedic Kidd and Paramedic Gatlin satisfied the national standards for certification on March 26, 2023, with the National Registry of Emergency Medical Technicians.

Congratulations!!

**Andrew Gelmini** – Explained what a paramedic was and why it is a big deal. He introduced two new paramedics, Joseph R. Kidd, and Takuya Gatlin.

**NEW BUSINESS:**

3. **Council Discussion on Cloud based camera system for Public Safety Building – IT Department**

**Background/History:**

The new Public Safety Building needs to have security cameras added. I am recommending a proposal for Verkada cloud-based cameras. These are very high-quality cameras that provide remote access for better security, have both on premise and cloud-based storage, and Verkada excellent 24x7 support for any issues. This would be a 3-year agreement which includes unlimited cloud storage, 14 high quality exterior cameras, and a 10-year hardware warranty with the next day RMA's.

I am asking for approval to enter into a 3-year agreement to implement this video security system for our new public safety building.

**Josh Cox, IT Director** – It is a cloud-based security camera system that integrates with some more technology that we are implementing with our police department, through our FUSUS program for our security cameras as well.

**Comments/Discussions from Governing Body:**

**Mayor Butler** – Is this what all the buildings are going to be equipped with?

**Josh Cox** – Yes.

**4. Council Discussion of GDOT Maintenance Contract – Legal and Police**

**Background/History:**

The City has previously authorized the acquisition and installation of Flock license plate reader cameras in July of 2022. Some of the cameras will be installed on polls owned or maintained by GDOT and in GDOT right-of-way. GDOT requires that the city enter into the attached maintenance agreement in order to do so. Staff has reviewed the agreement and recommend approval.

**Police Chief Criss** – This is just an agreement. We have automatic license plate readers throughout the City of Forest Park. Some of those cameras are located on state routes that run through the city. The maintenance agreement between us, Lock Safety and GDOT, is so FLOCK can maintain those cameras.

**Comments/Discussions from Governing Body:**

**Councilmember Gutierrez** – Are these cameras like the ones that Lake City Police have, they scan the uninsured tags?

**Chief Criss** – Yes, sir.

**Councilmember Gutierrez** – Are we going to be getting them on our cars?

**Chief Criss** – Standalone post and they are throughout. Our officers can log into those cameras, and it will alert us if a car comes by with expired registration, no insurance or stolen vehicle.

**Councilmember Gutierrez** – If we get this will they be stopped or will they receive something in the mail?

**Chief Criss** – No, we would initiate a stop.

**5. Council Discussion on Termination of Janitorial Contract – Legal and Procurement**

**Background/History:**

For the past year, Ascential Technologies has provided citywide janitorial services for all City buildings. The City issued an RFP for City Wide Janitorial Services on 02-16-2022. Ascential Technologies Inc. was the top ranked proponent as well as the lowest in cost. Unfortunately, the service was not up to the city's standards. There have been widespread complaints about the quality of their work. After numerous attempts by the Public Works department and the Procurement Division to bring the deficiencies to their attention, complaints by several departments continued. The City is requesting we terminate this Janitorial contract with Ascential Technologies Inc. and assign this contract to Lorean Cleaning Services, a local company, on an emergency basis for the following departments: City Hall, Human Resources, Planning, Economic Development, and the Council House. The funding will be spread amongst the various departments, until Janitorial Services for the City are reprocured.

**Procurement Manager, Mr. Geeter** – We are looking to go to an emergency bases with Mrs. Lorean, she is a part of this contract, as a subcontractor. We are in the process of preparing an RFP to go back out on the street, within the next 2-3 weeks.

**Comments/Discussions from Governing Body:**

**Councilmember Gutierrez** – These are the people who come and clean our company now. They initially rolled over into another company and we are having problems reaching that company or is it the individuals?

**Mr. Geeter** – Basically, it is with labor. We are having labor problems all over the world right now. We plan to divide this contract up to two local firms, because this is a larger firm. They are having problems getting people here on a daily basis.

**Councilmember Gutierrez** - Keep us posted when it goes out for RFP, because I know people with businesses.

**Councilmember Akins-Wells** – I am one of the complainers, because I like things clean. Lorean Cleaning Services are the people that are here now.

**Mr. Geeter** – Yes, they just took over. We had to have someone on an emergency basis.

**Councilmember Akins-Wells** – So, they do not have anything to do with the people that we have been paying for years. The people that clean city hall.

**Mr. Geeter** – We did not have any complaints about Mrs. Lorean. We had complaints about Essential Technology. The complaints came from P.D. and public works is where most of the complaints came from.

**Councilmember Akins-Wells** - On an emergency basis, does that mean when we call them?

**Mr. Geeter** – They are here daily; emergency basis means we had to get somebody in place immediately.

**6. City of Forest Park Medical Plan Renewal – Executive Office**

**Background/History:**

Annually, staff works with our Broker for the purpose of renewing our medical premiums for the upcoming year. We are excited to report that this year, we are not experiencing an increase. By combining our plans all under Cigna, we are experiencing a significant decrease. The City Manager and the Human Resources Department have worked to ensure that all of our plans are completely funded. The attachment shows a breakdown of our renewal premiums and any applicable savings.

**Crystal Kelly and Rob Peters** - Presented to mayor and council information on the insurance plans for the City of Forest Park.

**Comments/Discussions from Governing Body:**

**Councilmember James** – Thank you for the discount we are getting. Is there a significant decrease in the number of doctors that are on the plan or is it the same?

**Robert Peters** -There is no change.

**Councilmember Gutierrez** – So the doctor's access will not be changing like last time?

**Rob Peters** – No.

**Mayor Butler**- Can you explain the process of how you market us, to prospective insurers?

**Robert Peters** – Has been a broker in the market for about 20 years. Our firm is the largest independently private owned firm in the State of Georgia. I have had the pleasure of serving the city now for 10 years and we market to every carrier in the marketplace. When there is an RFP that goes out, we broker it to every carrier that is in the market, which for health insurance is kind of a shrinking market with the most recent news of Humana exiting the marketplace. With regards to nonmedical we also shop that market to all the viable carriers. This year we focused on dental to ensure we were able to optimize from a quality standpoint, and we secured a tier rate guarantee, by improving the plans which is moving from Anthem.

**Crystal Kelly** – The vision plan has a two-year rate guaranteed. Those rates have increased as well, so we are moving to a larger network.

**Robert Peters** – Crystal spends a lot of time with ADP, rolling out the modules that you have. City manager we encourage the use of logging in and making plan selections online.

**Crystal Kelly** - The benefits guide will also be electronic as well, we have some paper, but it will be online and there will be videos.

**7. Council Discussion on Peachtree Recovery Services – Executive Office**

**Background/History:**

The purpose of this memorandum is to request authorization for the City Manager to execute an agreement with Peachtree Recovery Services, Inc. (PRS) for the provision of property damage revenue recovery services to the City. Damage to city properties such as fire hydrants, pavements, signs, guardrails, athletic facilities, etc., occurs on a frequent basis. Usually, insurance companies set aside funds for such damages, but most local government agencies do not have the time and capacity to investigate such accidents internally.

The Georgia Municipal Association (GMA) partnered with PRS to create a revenue recovery program and negotiated the agreement on behalf of the cities of Georgia. Through this program, PRS accesses Georgia's traffic report database to capture all instances where an accident has occurred within the city limits to identify estimated damages. Based on the traffic accident reports, PRS initiates a claim on behalf of the city. The agency has the ability to identify and track down the responsible parties. After negotiating, settling, and resolving claims, PRS receives funds from the responsible parties (or insurance

companies), retains a fee of seventeen percent (17%), and remits the remaining funds to the City every month.

City staff reached out to the cities of Hinesville, Calhoun, and Griffin to find out about their experience(s) with PRS. All the organizations responded with positive feedback about the services provided by PRS. PRS is also working with the cities of Atlanta, Savannah, Newnan, and Valdosta and local government agencies in Alabama, North Carolina, and Indiana. To identify all potential claims, PRS will review both current accidents and accidents within Georgia's four-year statute of limitations. The agreement has a three-year term, and the statute claims recovery is spread out over three years. PRS also sends monthly claims reports to identify all potential claims.

As part of the City Manager's 100-day action plan, Revenue Recovery remains one of the top efforts. These efforts will allow us to identify any missed revenue, unpaid revenue, policies, and code language that simply needs to be updated to reflect current trends more accurately.

This initiative along with others to come down the pipeline, will set the pace for future recovery efforts.

**City Manager** – We are forecasting that there is approximately 40 upwards of 40,000 dollars that are on the table, that the City of Forest Park has not collected. As previously stated, this is one of many initiatives that my office will be bringing before you related to revenue recovery.

**Todd Rhoad** – Has been in business since 2015 and has about 50 clients in the State of Georgia. They review crash reports one hundred percent looking for any damage to city assets. Mr. Rhoad presented to the mayor and council information on how his company operates.

#### **Comments/Discussions from Governing Body:**

**City Manager** – Todd when the proposal was initially received the administrative fee was at 19 percent and I kept pushing.

**Todd Rhoad** – You worked it backwards.

**City Manager** – Yes, during my research I was able to find a community very near to us that a percentage of 16.5 percent. When I negotiated this percentage down, I was under the assumption that the standard across the board was 19. My ask is if that city that is very close to us is 16.5 and I do not know the rate hold are we able to negotiate that further.

**Todd Rhoad** – Yes, typically the rate hold is usually three years. If you want to make the change to 16.5 percent, we will work with you on it.

**City Manager** – Thank you, I just wanted the mayor and council to hear it.

**Todd Rhoad** – They are unique, and we have had their contract for many years. Once we go through an RFP and renew, they probably will not be able to get that same 16.5 percent.

**City Manager** – I think the original contract was 2020 and that was just three years ago.

**Todd Rhoads** - What our contract says is after the initial term we have the right to come to the city to request a change if we feel we need one. We rarely change that and the last thing we want you to feel is that we are trying to nickel and dime you.

**Councilmember James** – This is just a scenario, a year ago I saw a tractor truck run over a curve and destroy a drain, by crashing it. I immediately called and started videoing. Is this the kind of thing you track down?

**Todd Rhoad** – Yes, just about anything people can hit with an automobile, we will pursue pretty much anything the city has to maintain, cleanup or repair.

**Councilmember Antoine** – Does this include mailboxes?

**Todd Rhoad** – If the city maintains and repairs them, we would.

**Councilmember Gutierrez** – I just saw a Marta bus stop plastered by a car, would that be included, or would that be on Marta?

**Todd Rhoad** – It would be Marta's responsibility to fund and clean up the repair.

**Councilmember Gutierrez** – Would we fix it and then go after them?

**City Manager** – The way Marta handles it is typically their property gets right of way and easements to wherever their shelters are located. Marta would go after whomever damaged it and they would go after whomever damaged it. It is like what we do with our property.

**Councilmember Akins-Wells** – Thank you, City Manager, for bringing this forward, it is a great thing. The trucking companies that we have in the City of Forest Park. In my ward we have a lot of damage, and the city is always cleaning it up. Would you go after those trucking companies to repair that?

**Todd Rhoad** – That is correct, there needs to be a crash report written so the police department will have identified who the responsible party is. Damage to an asset that no one sees is very difficult to run down. We do our research and reach out to local businesses and try to find out what we can, but it gets to be difficult if there is no information on the accident.

**Councilmember Akins-Wells** - Thank you city manager for allowing us to be part of our negotiation.

**Councilmember Mears** – I think it is a great idea and we should move forward with it.

## 8. **Council Discussion on the Amendment of City Holiday Ordinance** - Executive Offices / Legal

### **Background/History:**

This house-keeping ordinance merely amends the City Code to provide that the City shall observe those legal holidays designated by the governing body, by resolution entered upon the minutes.

Each December, the City Council approves the holiday schedule for the following calendar year. This ordinance memorializes the City's existing practice into the Code while also giving the city the flexibility to examine the calendar each year to take into account situations such things as when holidays fall on weekends or City Council meeting days.

### **Comments/Discussions from Governing Body:**

**Councilmember James** – I was hoping to see a list of holidays, I know we added a couple. We added Juneteenth, are the ones we added before included.



**Mayor Butler -Yes**

**City Manager** – The code current does not have the Juneteenth holiday listed. We are going through the codes we currently have, and we are trying to clean them up. Each year when we bring before you the holiday calendar, this amendment will not require us to do a text amendment to amend our code. Whatever holiday schedule we set, the text in the ordinance will reference this holiday schedule that you approve. This is just good housekeeping because each holiday is individually listed within the code.

**Councilmember James** – So, this is just the holidays that are on the books, because we let employees take a day for their birthday?

**City Manager** – I am not aware of the birthday, perhaps it is a floating holiday?

**Shalonda Brown** – Personal day.

**City Manager** – What this would do is whenever H.R. or my office brings this before you for the annual adoption of the employee holiday calendar for that year. Whatever days approved at that time will be the days for the city. This language just allows that particular action to serve as final instead of having to update the code for additional days.

**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 enter into Executive Session for Personnel, Litigation or Real Estate matters at 6:45pm.

Motion made by Councilmember Antoine, Seconded by Councilmember James.

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 6:59pm.

Motion made by Councilmember Mears, Seconded by Councilmember James.

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

**ADJOURNMENT:**

It was moved to adjourn the Council Work Session at 7:01pm

Motion made by Councilmember James, Seconded by Councilmember Mears.

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