



# CITY COUNCIL WORK SESSION

Monday, March 06, 2023, at 6:00 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) 366.4720

**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

Dr. Marc-Antonie Cooper, 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, Public Information Officer; Joshua Cox, IT Director; Chiquita Barkley, Finance Director; Jeremi Patterson, Deputy Finance Director LaShawn Gardiner, Director Planning & Community Development; Shalonda Brown, Director of Human Resources; Diane Lewis, Deputy Director of Human Resources Bobby Jinks, Director of

Public Works; Latosha Clemons, Fire Chief, Bruce Abrahams, Director Economic Development, Sandra Johnson, Deputy Police Chief; Pam Stevenson, Management Analyst and Arthur Geeter, Purchasing Manager

**CITY MANAGER'S REPORT:** Dr. Marc-Antonie Cooper, City Manager

**COMMUNITY INFORMATION/REMINDERS:**

- Atlanta Community Food Bank Hunger Walk/Run will be held Sunday, March 12, 2023, at 1:00pm at Starr Park. To join or donate to the "Forest Park High School" Team you can contact Councilwoman Kimberly James at 404-217-6202
- The State of the City Address will be held on Thursday, March 23, 2023, at 7:00pm at the Worship Center of Atlanta located at 1106 Main St, Forest Park, GA.
- Dr. Anthony Smith, Interim Superintendent of Clayton County Schools is hosting a Community Town Hall on Tuesday, March 7, 2023, at 10:00 am. The purpose is to share and exchange key information about the future of Clayton County Public Schools. The town hall will be available to all community members via live stream on the district's website – [www.clayton.k12.ga.us](http://www.clayton.k12.ga.us)
- Forest Park High School Class of 2023 Caravan will be held on May 20, 2023 @ 11:00am – Please make your posters, banners, and yard signs to help celebrate along the caravan route.

**CITY OPERATIONS:**

- Clarify that the City of Forest Park Fast Track Rental Assistance Program has funds available for those who meet the criteria. Mayor and Council approved the additional allocation of \$300,000 on October 17, 2022. These funds are restricted to individuals that have been directly or indirectly impacted by COVID-19, within the income restrictions. These are the guidelines that were set forth by the United States Department of Treasury and we must adhere. The rental assistance program is only one-time assistance up to \$2,500 per person to help those that fell behind due to a COVID impact and get them back on track. However, it is not to provide long term supplemental rental payments.
- Last meeting it was stated that Zaxby's received several variances from fire and building departments. Variances requests are publicly heard and decided upon by the Planning Commission which is their purpose given by the City Charter. They review variance requests and render their decisions based on guidelines and the ordinances of the city. Specifically, the variance by the planning commission was approved for Zaxby's in accordance with the researched information that understood the occupancy load of less than 100 persons, and that this specific provision of the ordinance was put in place to protect contiguously arranged properties, and not stand-alone properties such as the Zaxby's Development.
- Mayor Angelyne Butler, MPA is a panelist speaking on MARTA at the 21<sup>st</sup> Annual South Metro Development Outlook Conference (SMDO) to be held on Wednesday, March 8, 2023, from 7:30 am to 2:00pm at the Georgia International Convention Center (GICC) in College Park, GA.

**EMPLOYEE SPOTLIGHT:**

On Saturday, March 4<sup>th</sup> Council Hector Gutierrez held a Clean-up event at the temporary home of Forest Park Middle School, where city staff, school staff, and community showed up to beautify the student temporary home.



### **CONGRATULATIONS/SHOUT OUT:**

A HUGE SHOUT OUT AND CONGRATULATIONS TO ALL CITY OF FOREST PARK EMPLOYEES. Thank you for everything you do every day for the residents of this great community.

Lashawn Gardiner, Director Planning & Community Development – Introduced the new City Planner, SaVaughn Irons.

### **UNFINISHED BUSINESS:**

- Council Discussion to Approve a Conditional Use Permit at 721 Morrow Road - Planning & Community Development Department**

**Background/History:** This item was tabled at the February 6, 2023, meeting.

The applicant, Mayeto McKinzie Hylton, is requesting a Conditional Use Permit to add and operate an early childcare learning center use to a present church use at 721 Morrow Road. This property is in the Single-Family Residential District (RS). Places of Worship, a K-12 private school, and Pre-K and day care centers require conditional use permits to operate in a Single-Family Residential District. Currently the property houses a church, south of the minor arterial street Morrow Road. The street frontage for the parcel is Morrow Road; west of the parcel is a mixture of residential homes and a church, south of the parcel are residential

homes, east of the parcel are residential homes and an office building, and north of the parcel are residential homes and a gas station.

Staff recommended Approval of Conditional Use Permit to allow the early childcare learning center in the Single-Family Residential (RS) District with the following conditions:

The applicant must adhere to state guidelines outlined in Section 8-8-78, and provide proof (i.e. copy of application in process) and/or a copy of state certification to operate a school.

The applicant and/or his tenants may be allowed to operate a church, a school, and offices associated with those uses. However, no other offices or commercial uses will be permitted.

Storage of vehicles, trucks, and trailers is strictly prohibited.

Violation of these conditions will result in the loss of the conditional use permit and associated business licenses.

The Planning Commission voted to approve the Conditional Use Permit with Conditions.

The applicant provided a copy of the application submitted to the Georgia Department of Early Care and Learning. Staff also contacted the GA Department of Early Care and Learning and per the Department, the applicant's application is in Pending Status, until it receives notification of the City of Forest Park's decision of the Zoning (Conditional Use Permit approval), and also other city approvals that would be required (building and fire inspections). See attached documents in packet.

**A Public Hearing will be held during the Regular Council Meeting.**

Staff is requesting Council to approve the Conditional Use Permit

There were no comments.

**NEW BUSINESS:**

- 2. Council Discussion on the 2023 Comprehensive Plan Update** – Planning & Community Development Department

**Background/History:**

A comprehensive plan is a guide for communities to invest, develop and allocate services based on a shared vision formed through a public process. It is long-range that looks ahead 5 to 20 years. It assists communities in understanding its needs and desires, as well as strengths and weaknesses. The comprehensive plan looks across many facets of a city such as land use, housing, economic development, transportation, and other socio-economic elements. Forest Park updated its last Comprehensive Plan in 2018.

**This is the first of two Public Hearings to be held at Regularly Scheduled Council Meetings.**

There were no comments.

- 3. Council Discussion of Arborist Report and Tree Removal** – Public Works Department

**Background/History:**

At 722 Conley Rd., we observed a mature Oak, 28.5" DBH, originating in abundant Rock Springs Cemetery. The Oak is growing into the concrete roof of the Cemetery mausoleum on Forest Hills Memorial Gardens. The attached pictures show the tree has been growing into concrete for at least a couple of years, as we observed the reaction of wood forming around concrete. The mature Oak also is considered structurally defective with a large decay cavity, (wood of trunk rotting) weakening the trunk, increasing the risk of failure. We recommend removing the tree.

**We are asking for approval to remove the tree and the pruning of dead limbs on other trees.**

**Comments/Discussions from Governing Body:**

**Councilmember James** – On this item did we ever get possession of the property?

**City Attorney** - Inaudible

**4. Council Discussion to Approve Net2Atlanta Contract for new Public Safety Building – IT Department**

**Background/History:**

In order for the new public safety building to have internet and connectivity to City technology resources, we need to install a new circuit provided by Net2Atlanta which is the ISP that provides connectivity for all of the City's core locations. This will be an agreement for a three-year term, which is the same contract length for our other circuits provided by Net2Atlanta.

**It is requested that the council approve this additional circuit so that we can have internet and connectivity for our new public safety building.**

**Comments/Discussions from Governing Body:**

**Councilmember Wells** – Since it has not started yet, do we just need to approve the contract right now?

**Joshua Cox, IT Director** – It will probably take about 60 days to get services for the location, which is why we are requesting it now.

**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 6:16pm for Personnel, Litigation or Real Estate

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 Work Session at 6:47pm.

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 Council Work Session at 6:47pm

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

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

In compliance with the Americans with Disabilities Act, those requiring accommodation for Council meetings should notify the City Clerk's Office at least 24 hours prior to the meeting at 404-366-1555.

DRAFT