

A G E N D A

REGULAR MEETING OF MAYOR AND COUNCIL OF JULY 5, 2016

6:00 P.M. Work Session
• City Manager Report

- I. Call to Order – 7:00 p.m. – Mayor David Lockhart
- II. Invocation
- III. Pledge of Allegiance
- IV. Roll Call
- V. Comment Period
- VI. Approval of Minutes
 1. Special Called Meeting of Mayor and Council of June 9, 2016
 2. Special Called Meeting of Mayor and Council of June 10, 2016
 3. Work Session of Mayor and Council of June 20, 2016
 4. Regular Meeting of Mayor and Council of June 20, 2016
- VII. Recess for a public hearing
- VIII. Open Public Hearing to receive comments on the Local Law Enforcement Edward Byrne Justice Assistance Grant Award Year 2016

SUMMARY AND BACKGROUND: As part of a special condition of the Edward Byrne Justice Assistance Grant the City of Forest Park will hold a public hearing to allow citizens the opportunity to provide written and oral views of the Forest Park Police Department in relation to this grant.

The grant amount is \$13,026 with no matching amount. The Forest Park Police Department intends to use the funding for the purpose of purchasing software and hardware to remotely view surveillance camera feeds from local partners.

IX. Close Public Hearing

X. Agenda Items

1. Proclamation presented to Bobby Taylor, retiring from the Forest Park Fire Department

2. Enter into Executive Session to discuss personnel

XI. Legal Matters

XII. Comments by Governing Body

XIII. Adjournment

MINUTES

SPECIAL CALLED MEETING OF MAYOR AND COUNCIL OF JUNE 9, 2016

Call to Order: The Special Called Meeting of Mayor and Council was called to order by Mayor David Lockhart at 6:00 p.m.

Present: Mayor David Lockhart and Councilmembers Dabouze Antoine, Latresa Wells, Allan Mears, Sandra Bagley and Tommy Smith.

Also present were City Manager Al Wiggins, Director of Finance Mike Blandenburg, Jeff Eady, Director of Public Works, Sharon Smith, Deputy Director of Recreation and Leisure Services and Angela Redding, Management Analyst.

Public Works: Jeff Eady presented the Public Works Department budget for fiscal year 2016-2017. Mr. Eady stated his budget has been reduced by \$502,000 from last year. The largest decreases in his department comes from salaries and fuel. He stated the salary reduction is due to not filling 3 vacant positions, one each in the Street Division, Sign Department and Building Maintenance. The fuel was reduced by \$151,500.

Recreation: Sharon Smith presented the Recreation and Leisure Services proposed budget. It was explained the reduction in salaries is due to not filling the part-time security position and the Sr. Coordinator position. She explained the Sr. Coordinator position will impact the department the most since it is a vital position at the Sr. Center.

She also stated they are cutting out staffing of the concession stands so they will not operate the stands during games.

Mr. Wiggins stated items that will need to be addressed include deciding which programs are most beneficial and if fees could be increased for some programs to offset expenses.

The indoor and outdoor pools were discussed. Both pools operate at a loss but the outdoor pool operates at a larger loss. No action was taken.

Adjournment: Mr. Mears made a motion to adjourn, seconded by Ms. Bagley. Voting for the motion was unanimous.

MINUTES

SPECIAL CALLED MEETING OF MAYOR AND COUNCIL OF JUNE 10, 2016

Call to Order: The Special Called Meeting of Mayor and Council of June 10, 2016 was called to order by Mayor David Lockhart at 6:00 p.m.

Present: Mayor David Lockhart and Councilmembers Latresa Wells, Sandra Bagley, Allan Mears, Tommy Smith and Dabouze Antoine.

Also present were City Manager Al Wiggins, Director of Finance Mike Blandenburg and Management Analyst Angela Redding.

Finance: Mike Blandenburg presented the Legislative Office Budget, Chief Executive Office and Finance Office budgets. He stated in the Finance Office there is a large salary reduction, due to keeping three positions vacant, one in sanitation, one payroll clerk and one in accounting. He explained his staff will share these duties. He said there is room in his budget to fill one position in the future. He explained he did increase overtime since he is working with only four employees.

Mr. Wiggins explained there is also a reduction in the Legislative Office due to the elimination of Keep Forest Park Beautiful and the decrease in Election expenses.

Mr. Wiggins explained there were a few reductions in line items in the Chief Executive Office.

Mr. Blandenburg stated revenues this year are expected at \$20.5 million. This will include a 2 mil increase which will still only put the City with a surplus of \$17,000. The biggest portion of the reduction in revenues is from property taxes, which was down 1.5% last year.

Mr. Wiggins stated once this budget is approved, he will present to Council an Ordinance that requires their approval anytime the fund reserve is used along with an explanation of how they will put the money back into the reserve.

Mr. Wiggins stated Ms. Terrell is contacting our insurance broker and the information should be available in about two weeks. He stated if the budget is passed at the next council meeting, we can't be sure we will have the information back by that time.

The insurance plans previously presented were discussed. Mr. Wiggins stated his proposal is to move forward with Blue Cross, with a 6.7% increase, with an increase in employee contributions and move forward with finding other revenue streams to go into the fund reserve.

Ms. Akins made a motion to enter into Executive Session to discuss personnel matters as it relates to the budget, seconded by Mr. Antoine. Voting for the motion was unanimous.

Adjournment:

Ms. Akins made a motion to reconvene the Special Meeting and adjourn, seconded by Ms. Bagley. Voting for the motion was unanimous.

MINUTES

WORK SESSION OF MAYOR AND COUNCIL OF JUNE 20, 2016

Call to Order: The Work Session of Mayor and Council of June 20, 2016 was called to order by Mayor David Lockhart at 6:00 p.m.

Present: Mayor David Lockhart and Councilmembers Latresa Wells, Dabouze Antoine, Sandra Bagley and Tommy Smith. Councilman Allan Mears was attending via telephone from Florida.

Also present were City Manager Al Wiggins, Director of Finance Mike Blandenburg, Chief Dwayne Hobbs, Director of Support Services Christine Terrell, Chief Eddie Buckholts, Director of Planning and Zoning Jonathan Jones, Director of Public Works Jeff Eady, Deputy Director of Recreation Sharon Smith, Management Analyst Angela Redding and City Attorney Winston Denmark.

Agenda Items: *Public Hearing-Signs, Murals and Home Occupation Ordinance:* Mayor Lockhart stated the Sign Ordinance has several constitutional issues and it has been recommended by our City Attorney to table this until they can review it further. Mr. Wiggins stated the revisions to the Home Occupation Ordinance is due to revisions of the Sign Ordinance and asked this Ordinance be tabled also.

Mayor Lockhart stated in regard to the Home Occupation Ordinance it is trying to alleviate the burden on neighboring residences where there is home based business, with traffic in and out, etc. He stated there is a limit of vehicular trips per day regarding group instruction and recommended removing this provision before adoption. Mr. Wiggins stated the language in this ordinance gives the City the ability to address the issue. Mayor Lockhart stated the group instruction aspect is not what imposes a disruption on the quality of life, safety, character, health, welfare or appearance of the residential neighborhood.

Mr. Smith stated the ordinance refers to vehicles with 4 wheels and 2 axels, which would prohibit with certain pick-up trucks.

Mr. Wiggins stated he will remove the provision that addresses group instruction and the amount of wheels that are referenced.

Ordinance to adopt Budget: Mayor Lockhart stated the Council cannot adopt the budget as is because it does not properly account for the loss of insurance, either what we currently have or any of the alternatives. We will have to adjust the proposed operating budget.

Mayor Lockhart stated Chief Hobbs has mentioned a new traffic enforcement program. He stated they have begun this program and after running the numbers for the last few months, he anticipates an increase of \$100,000 over and above what is reflected in the budget. There is \$18,000 in employee contract recoveries, the average and anticipated recovery over the next year that is not budgeted in revenues and \$18,000 for the new towing fees. Mayor Lockhart stated we can add an additional \$136,000 to the anticipated revenues.

Mayor Lockhart stated the Fire Department is proposing to increase ambulance fees, which is expected to bring in \$250,000 over what is budgeted in revenues. He stated this is a total of \$386,000 in revenues.

Mayor Lockhart stated with the extra \$386,000 in anticipated revenues that more than covers the \$255,000 renewal for health insurance. Leaving insurance as it is and employee contributions unchanged, that would leave \$130,800.39 plus the \$17,065 already accounted for in the budget for a total of unmandated reserve fund balance of \$147,865.39.

Transfer of Funds from SPLOST to General Fund: Mr. Wiggins stated this is a transfer of funds for the sale of property that will be placed back into the SPLOST account and a withdrawal from that account due the administrative cost associated with the handling of other SPLOST functions.

Display of Flags: Mr. Wiggins stated he was previously asked to look at additional flags along the Parkway and Main Street. He said there are approximately 64 utility poles between the east city limits and west city limits along the Parkway, starting at West Street. He stated the flag poles are \$35 per installation for a total of \$2,240, every other pole

would be approximately \$1100. It was noted these flags would last approximately 3 to 4 years depending on how long they are left up. Mr. Wiggins suggested banners due to the lower maintenance. Mr. Wiggins stated someone has contacted the City about donating the flags and he will explore this option further. No action was taken.

Adjournment: Mr. Smith made a motion to adjourn, seconded by Ms. Bagley. Voting for the motion was unanimous.

MINUTES

REGULAR MEETING OF MAYOR AND COUNCIL OF JUNE 20, 2016

- Call to Order: The Regular Meeting of Mayor and Council of June 20, 2016 was called to order by Mayor David Lockhart at 7:00 p.m.
- Invocation: The invocation was given by Elder Shannon Plats from Paradise Church of Christ followed by the Pledge of Allegiance to the American Flag.
- Roll Call: Mayor David Lockhart and Councilmembers Latresa Wells, Dabouze Antoine, Sandra Bagley and Tommy Smith. Councilman Allan Mears was attending via telephone from Florida.

Also present were City Manager Al Wiggins, Director of Finance Mike Blandenburg, Chief Dwayne Hobbs, Director of Support Services Christine Terrell, Chief Eddie Buckholts, Director of Planning and Zoning Jonathan Jones, Director of Public Works Jeff Eady, Deputy Director of Recreation Sharon Smith, Management Analyst Angela Redding and City Attorney Winston Denmark.

Comment
Period: None

Approval of
Minutes: Ms. Wells made a motion to approve the minutes of the Work Session and Regular Meeting of June 6, 2016 and the Special Called Meetings of June 7 and June 8, seconded by Mr. Antoine. Voting for the motion was unanimous.

Mayor Lockhart stated since they have discussed tabling the matters that are the subject of the public hearings, he asked the following Items be tabled.

- (1. Ordinance to amend the Code of Ordinances, City of Forest Park, Georgia, by repealing Chapter 3 (Signs) of Title 8 (Planning and Development) in its entirety and by enacting Article K (Signs and Murals) in Chapter 8 (Zoning) of Title 8 (Planning and Development); to provide for severability; to repeal conflicting Ordinances; to provide an effective date; and for other lawful purposes

2. Consider an Ordinance to amend the Code of Ordinances, City of Forest Park, Georgia, by repealing Chapter 10 (Home Occupations) of Title 9 (Licensing and Regulation) in its entirety and by enacting Section 8-8-41 in Article D (Provisions applicable to all Districts) I Chapter 8 (Zoning) of Title 8 (Planning and Development); to provide for severability; to repeal conflicting ordinances; to provide an effective date; and for other lawful purposes)

Mr. Smith made a motion to table these items, seconded by Ms. Wells. Voting for the motion was unanimous.

Mayor Lockhart then asked for a motion to amend the agenda to delete the recess, opening of the public hearings and closing of the public hearings.

Ms. Wells made a motion to delete these items, seconded by Mr. Antoine. Voting for the motion was unanimous.

Resolution:

Request was made to Consider a Resolution by the City Council of the City of Forest Park authorizing the Mayor to execute a License Agreement with the Georgia Falcons Football Team for the use of Kiwanis Stadium to conduct football games at a rate of two hundred dollars (\$200) per game for the field and seventy-five (\$75) per game for use of concession stand; to provide for severability; to provide an effective date; and for other purposes.

Mr. Mears made a motion to combine and adopt the following agenda items:

- Resolution by the City Council of the City of Forest Park authorizing the Mayor to execute a License Agreement with the Georgia Falcons Football Team for the use of Kiwanis Stadium to conduct football games at a rate of two hundred dollars (\$200) per game for the field and seventy-five (\$75) per game for use of concession stand; to provide for severability; to provide an effective date; and for other purposes
- Resolution by the City Council of the City of Forest Park authorizing the Mayor to execute a License Agreement with Forest Park Youth Football for the use of Kiwanis

Stadium, Lopez Field, Baker Field, Burke Field, Stanford Field and Johnson Field from July 18, 2016 through November 19, 2016 to conduct football and cheerleading practices and games in their Youth Football Program. Game dates are: August 20, 27; September 3, 10, 17, 24; October 1, 8, 15, 22, 29; and November 5, 2016; to provide for severability; to provide an effective date; and for other purposes

- Resolution by the City Council of the City of Forest Park authorizing the Mayor to execute an Intergovernmental License Agreement with Clayton County Public Schools for the use of Kiwanis Stadium; and Concession Stand to conduct football games; August 30, September 13, and September 27, 2016; at a rate of \$100 for use of field per date and \$50 for use of concession stand per date; to provide for severability; to provide an effective date; and for other purposes

Seconded by Ms. Wells. Voting for the motion was unanimous

Budget: Request was made to consider an Ordinance by the Governing
Ordinance: Body of the City of Forest Park, Georgia establishing the
Budget for the fiscal year 2016-2017.

Mayor Lockhart stated his proposal is to adopt the Ordinance and amend the proposed operating budget as follows:

- Adding \$100,000 in the Police Fines
- Adding \$18,000 in the Police Employee Contract Recovery
- Adding \$18,000 to Towing Fees
- Adding \$250,000 to Emergency Medical Transport Fees
- Increase the health insurance outlay from \$3,666,648 to \$3,921,847.61
- Reflect the excess unmandated reserve fund balance to \$147,865.39

Ms. Bagley made a motion to adopt the Ordinance with the amendments, seconded by Mr. Smith. Voting for the motion were Mr. Mears, Mr. Smith and Ms. Bagley. Voting against the motion were Mr. Antoine and Ms. Wells. The motion carried.

Ms. Bagley made a motion to adopt the Ordinance by the Governing Body of the City of Forest Park, Georgia establishing the Budget for the Fiscal Year 2016-2017, seconded by Mr. Smith. Voting for the motion were Mr. Smith, Mr. Mears and Ms. Bagley. Voting against the motion were Ms. Wells and Mr. Antoine. The motion carried.

Ordinance-
Transfer of
Funds:

Request was made to consider an Ordinance by the City of Forest Park authorizing the Director of Finance to transfer funds from the 2008 SPLOST Fund to the General Fund in the Total amount of \$450,000.00; from Line Item 320-20-7550-57-1000 to 100-00-0000-39-1205 to reimburse the General Fund for amounts expended to eligible SPLOST projects; to provide for severability; to repeal all Ordinances and parts of Ordinances in conflict herewith; to provide an effective date; and for other purposes.

Mr. Smith made a motion to approve the Ordinance, seconded by Mr. Mears. Voting for the motion was unanimous.

Ordinance-
Increase in
EMS Fees:

Request was made to consider an Ordinance by the Governing Body of the City of Forest Park to increase the fees for medical treatment and services provided by the forest park department of fire and medical services; to provide for severability; to provide for repeal of conflicting Ordinances; to provide an effective date and for other lawful purposes.

Mr. Mears made a motion to approve the Ordinance, seconded by Ms. Bagley. Voting for the motion was unanimous.

Display of Flags: No action was taken

Public Hearing: It was noted the Public Hearing to receive comments on the budget was overlooked.

Ms. Wells made a motion to recess for a public hearing, seconded by Ms. Bagley. Voting for the motion was unanimous.

Ms. Wells made a motion to open a public hearing to receive comments on the proposed budget for fiscal year 2016-2017, seconded by Ms. Bagley. Voting for the motion was unanimous.

Mayor Lockhart opened the public hearing to receive comments.

Ms. Linda Lord stated the additional information on the budget should be afforded to everyone.

Mr. Mears made a motion to close the public hearing and reconvene the meeting, seconded by Ms. Bagley. Voting for the motion was unanimous.

Ms. Bagley made a motion to adopt the Ordinance that adopts the amended proposed budget, seconded by Mr. Mears. Voting for the motion were Mr. Mears, Ms. Bagley and Mr. Smith. Voting against the motion were Mr. Antoine and Ms. Wells. The motion carried.

Adjournment: Ms. Bagley made a motion to adjourn, seconded by Mr. Antoine. Voting for the motion was unanimous.