



# Mayor & City Council

## Regular Session Meeting

~ Agenda ~

City of College Park  
3667 Main Street  
College Park, GA 30337

<http://www.collegeparkga.com>  
404-669-3756 (Main)

Experience College Park  
Georgia's Global City

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Monday, March 2, 2020

7:30 PM

Council Chambers

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1. Opening Ceremonies

**A. Pledge Of Allegiance**

**B. Invocation**

2. Additions, Deletions, Amendments, or Changes to the Agenda

3. Presentation of Minutes of City Council

A. Approval of Regular Session Minutes dated February 17, 2020

**ACTION:**

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B. Approval of Workshop Session Minutes dated February 17, 2020.

**ACTION:**

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4. Proclamations, Resolutions, Plaques, and Announcements

A. Presentation of a plaque to Mrs. Eileen Murphy in recognition of her service to the City and time served as a member for the College Park Planning Commission. Mrs. Murphy served as a member for seven years (2012-2019).

B. Presentation acknowledging the recertification of the College Park Police Department through the accreditation program of the Georgia Association of Chiefs of Police by Executive Director Georgia Association of Chiefs of Police Butch Ayers.

C. Presentation of Employee Service Awards & Pins for employees with the City of College Park. See memorandum dated February 26, 2020 from Director of Human Resources and Risk Management Chris Cook. Also, see attached Employee Anniversary Report. The service award, pin, and gift cards are budgeted items.

D. Introduction of New Employees by Director of Human Resources and Risk Management Chris Cook.

5. Remarks of Citizens
6. Other Business

- A. Consideration of and action on a request for approval from the Resurrection House for All Nations to conduct an Easter parade/motorcade through downtown College Park via Main Street. The event is scheduled for Sunday, April 12, 2020 and will pass through College Park at approximately 1:00 pm. See memorandum dated February 26, 2020 from City Manager Terrence R. Moore and correspondence dated February 14, 2020 from event organizer Mr. Bobby Little. Also, see attached City of College Park Special Event Form, parade route description and certificate of insurance. All Wards.

**ACTION:**

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- B. Update on the Advanced Metering Infrastructure (AMI), billing interface, and other related software. See memorandum dated February 26, 2020 from Director of Power Hugh Richardson. Also, see attached PowerPoint presentation.
- C. Discussion and update on recently adopted ordinances and resolutions. See memorandum dated February 27, 2020 from City Clerk Shavala Moore. Also, see attached supporting documentation.

7. Public Hearings

- A. Public Hearing to consider a Conditional Use Permit at 3891 Main Street, College Park, Georgia 30337 to allow for a car rental facility in the TOD - Transit Oriented District. The Planning Commission heard this case at the January 27, 2020 meeting and recommended approval with conditions. See memorandum dated February 26, 2020 from City Planner Michelle Alexander. Also, see attached supporting documentation. Ward 1.

**ACTION:**

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8. Bids, Change Order Requests and Contracts

- A. Consideration of and action on a request for approval to purchase a 2020 Peterson TL-3 Grapple Truck under a five-year lease purchase agreement. This is a replacement vehicle for a damaged 2007 Grapple Truck. See memorandum dated February 27, 2020 from Director of Public Works Mike Mason recommending Environmental Products of Georgia in the annual amount of \$35,323.81 with an end of lease total amount of \$176,619.03 (State of Georgia contract pricing). Funds received from the city's insurance carrier in the amount of \$56,048.03 will be applied towards this lease purchase. Also, see attached supporting documentation.

**ACTION:**

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- B. Consideration of and action on a request for approval to update the Water Distribution System Hydraulic Modeling and Evaluation Study that was completed in 2007. See memorandum dated February 26, 2020 from Director of Public Works Mike Mason recommending Kimley Horn & Associates a total cost of \$59,900.00. Also, see attached supporting documentation. This is a budgeted item.

**ACTION:**

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- C. Consideration of the selection of a firm to complete a traffic study for SkyTrain Way and Hospitality Way and how they will connect the Gateway Center and GICC to the Consolidated Rental Car Center (CONRAC) and the ATL West Parking Deck. See memorandum dated February 26, 2020 from Director of Economic Development Artie Jones, III. Also, see attached supporting documentation.

**ACTION:**

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- D. Consideration of and action on a request for approval of an agreement between the City of College Park and the Sizemore Group to complete district plans Task #4 and #7 of the Airport City Master Plan. See memorandum dated February 25, 2020 from Director of Economic Development Artie Jones, III. BIDA property sales proceeds will be used to reimburse the city for the non-budgeted item. Also, see attached supporting documentation.

**ACTION:**

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- E. Consideration of and action on a request for authorization of the payment of an inmate emergency healthcare invoice. See memorandum dated February 27, 2020 from Chief of Police Ferman Williford. Also, see attached Correctional Risk Services invoice in the amount of \$134,392.34. Funds received from an insurance claim reimbursement request to be filed will be applied to this expense.

**ACTION:**

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9. Unfinished (Old) Business

- A. Consideration of and action on a Conditional Use Permit at 3950 Conley Street, College Park, Georgia 30337 to allow for a car sharing operation in the C2 - Community Business District. See memorandum dated February 26, 2020 from City Planner Michelle Alexander. Also, see attached supporting documentation. Ward 2.

**ACTION:**

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- B. Consideration of a Travel Policy governing the use of elected official and City employee travel budgets. See memorandum dated February 26, 2020 from Director of Finance & Accounting Althea Philord-Bradley. Also, see attached supporting documentation.

**ACTION:**

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- C. Consideration of and action on a request to reduce the speed limit on Herschel Road and install speed reduction devices. See memorandum dated February 26, 2020 from Chief of Police Ferman Williford. Also, see attached supporting documentation. Wards 1, 2, and 4.

**ACTION:**

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- D. Clarification regarding the Mayor's HOPE Scholarship Program. See memorandum dated February 27, 2020 from City Manager Terrence R. Moore. Also, see attached supporting documentation.

10. New Business

- A. Consideration of and action on a request regarding the deployment of Red Speed School Zone Cameras for speed enforcement in school zones. See memorandum dated February 26, 2020 from Chief of Police Ferman Williford. Also, see attached supporting documentation.

**ACTION:**

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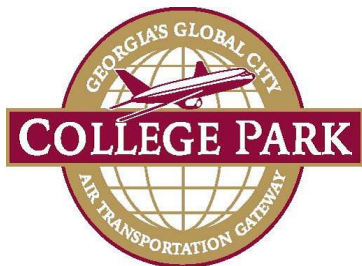
11. City Attorney's Report

12. City Manager's Report

- A. Discussion and update on top ten delinquent property tax payers. See memorandum dated February 26, 2020 from Director of Finance & Accounting Althea Philord-Bradley. Also, see attached background information. **NO ACTION REQUIRED.**
- B. Discussion and update on top ten delinquent utility customer accounts. See memorandum dated February 27, 2020 from the Director of Finance & Accounting, Althea Philord-Bradley. Also, see attached background information. **NO ACTION REQUIRED.**



13. Report of Mayor and Council
14. Executive Session
15. Approval of Executive Session Minutes
16. Adjournment



# CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

## REG SESSION AGENDA REQUEST

DOC ID: 7954

**DATE:** February 27, 2020

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Terrence R. Moore, City Manager

**FROM:** Shavala Moore, City Clerk

**RE:** Regular Session Minutes dated Febraury 17, 2020

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See attached Regular Session Minutes dated February 17, 2020.

Thank you.

### ATTACHMENTS:

- RS021720 - DRAFT (DOC)
- RS021720-REDLINED (PDF)

### Review:

- Shavala Moore Completed 02/27/2020 11:22 AM
- Rosyline Robinson Completed 02/27/2020 12:40 PM
- Terrence R. Moore Completed 02/27/2020 12:48 PM
- Mayor & City Council Pending 03/02/2020 7:30 PM

CITY OF COLLEGE PARK  
MAYOR AND CITY COUNCIL  
REGULAR SESSION  
FEBRUARY 17, 2020

MINUTES

Present: Mayor Bianca Motley Broom; Councilmen Ambrose Clay, Derrick Taylor, Ken Allen, and Roderick Gay; City Manager Terrence Moore; City Clerk Shavala Moore; City Attorney Winston Denmark.

Absent: None.

1. Opening Ceremonies.

A. Pledge of allegiance to the flag.

B. Invocation by Chaplain Walker.

2. Additions, Deletions, Amendments, Or Changes To The Agenda.

**ACTION:** Councilman Clay moved to approve to add to the agenda 6b, Planning Commission Appointment; 9c, Multi-Family Tier Standards; 10e, Consideration of a City-wide Forensic Audit and Comprehensive Evaluation of Policies and Procedures, seconded by Councilman Taylor and motion carried. (All Voted Yes).

3. Presentation Of Minutes Of City Council.

A. Regular Session held February 3, 2020.

**ACTION:** Councilman Clay moved to approve Regular Session Minutes dated February 3, 2020, with changes, seconded by Councilman Allen and motion carried as follows: (All Voted Yes).

Packet Page 9, Line 120 s/b "...under counted..." not "...uncounted..."

Packet Page 9, Line 120 s/b "...they were unable..." not "...we are unable..."

Packet Page 9, Line 201 s/b "...it is for first-time buyers, renters of residential property..." not "...it is first-time buyers, renting residential property..."

Packet Page 9, After Line 208 s/b "...we haven't been able to make more headway on "correcting water meter problems because they are still on order..." not

Packet Page 9, Line 217 s/b "...most of our problems are not technical but logistics..." instead of "...Councilman Clay said I will approve the logistics..."

Packet Page 9, Line 226 add "...these things have been on order for twelve weeks..."

Packet Page 10, Line 152 add "2 Chainz"

Packet Page 12, Line 232 delete "... the elimination of things..."

47 Packet Page 12, Line 237 move "...Director of Power Hugh Richardson said they  
 48 go by bill requests..." at the end of line 232  
 49 Packet Page 15, Line 376 add sentence "... and putting in a statement for a surety  
 50 bond..."  
 51 Packet Page 15, Line 378 add "Councilman Clay said we need to expedite signing  
 52 the contract..."  
 53 Packet Page 15, Line 398 s/b "...comparable..." not "...comfortable..."  
 54 Packet Page 16, Line 437 add "...electronic..." before "...packet..."  
 55 Packet Page 16, Line 434 s/b "...counsel..." not "...council..."  
 56 Packet Page 16, Line 454 add "my reason to adding this to the agenda has nothing  
 57 to do with the fact that after "...Councilman Clay..."  
 58 Packet Page 16, Line 454 s/b "... about the process..." not "...citizens..."  
 59 Packet Page 21, Line 681 s/b "...decennial..." not "...centennial..."  
 60 Packet Page 7, Line 25 s/b "...Gay voted yes, Councilman Allen abstained..."  
 61 Packet Page 16, Line 412 s/b "...\$1 million..." not "...\$5 million..."  
 62 Packet Page 19, Line 569 s/b "...silhouette..." before "...tribute..."  
 63 Packet Page 19, Line 565 s/b "...do you do..." not "...to do you..."  
 64

65 B. Workshop Session held February 3, 2020.

66  
 67 **ACTION:** Councilman Clay moved to approve Workshop Session Minutes dated February 3, 2020,  
 68 with changes, seconded by Councilman Allen and motion carried as follows: (All Voted  
 69 Yes).  
 70

71 Packet Page 33. Line 323 s/b "...recession..." not "...resection..."  
 72 Packet Page 33, Line 342 s/b "...does this constitute an official bid solicitation or  
 73 do we still go through that with Mr. Moody?..."  
 74 Packet Page 33, Line 349 s/b "...back end..." not "...background..."  
 75 Packet Page 33, Line 356 s/b "...chose..." not "...close..."  
 76 Packet Page 34, Line 376 s/b "...Square Rigger..." not "...Square Rigging..."  
 77

78 4. Proclamations, Resolutions, Plaques, And Announcements.

79  
 80 A. Presentation of a plaque to Mr. Daniel Summers, Jr. in recognition of his service to the  
 81 City and time served as a Board Member for the College Park Destination Marketing  
 82 Organization (DMO).  
 83

84 Mayor Motley Broom presented the plaque to Mr. Daniel Summers, Jr.

85  
 86 B. Presentation of a plaque to Ms. Beulah Lindsay in recognition of her service to the City  
 87 and time served as a member of the College Park Board of Zoning & Appeals (BZA).  
 88

89 Mayor Motley Broom presented the plaque to Ms. Beulah Lindsay.  
 90

91 **(Councilman Gay briefly stepped out of council chambers)**  
 92

93 5. Remarks Of Citizens.

- 94 a. Alan Gravitt, 2129 Lyle Road, College Park, Ga., came forward to discuss the money  
 95 missing from the Tracey Wyatt Rec Center. We have a new hope that this will be  
 96 investigated thoroughly. We are eager for one thing: A just result of everybody that is  
 97 involved. We need an audit of every department in the City because there has been a  
 98 culture where at the very least we weren't careful. We would also ask that after that  
 99 audit is complete that you, as you are allowed to do as Council or Police Chief or  
 100 Mayor, request the GBI investigate this thoroughly and let them try to unravel all of  
 101 this. It is unfair that this has fallen to you (Mayor) so new to the job, but we are  
 102 counting on your skill and integrity to get it done. There should be a vote of the  
 103 Council, and we are wondering who will step up and make the motion to get all this  
 104 done.

105  
 106 **(Councilman Gay returned to council chambers)**  
 107

- 108 b. Steve Alexander, 2455 Roosevelt Highway, College Park, Ga., came forward to discuss  
 109 the proposed name change of Roosevelt Highway. What is the purpose of the name  
 110 change? And will there be a public hearing due to the fact that I have to put all the stuff  
 111 out? I am affected by that change. I request also that you do a full audit as well.  
 112
- 113 c. Emmanuel Rainey, Jr., 2300 Godby Road, College Park, Ga., came forward and said I  
 114 want to speak on the accusations being made against my father and Cresit Dowdell who  
 115 I consider close family. I also consider everyone here in the city family. I have  
 116 dedicated hundreds of hours of volunteer time to this city, and for my father and Cresit  
 117 to be slandered in the media is absurd.

118  
 119 The accusations being made about my father and Cresit by Fox 5 are about a secret  
 120 account that steals from funds from parents and sponsors that go towards life changing  
 121 experiences for me and hundreds of you that come from this community. The money  
 122 donated allowed young members of this community to participate in tournaments in  
 123 over 5 states, go on tours, and to play basketball at Disney Water Sports (ph), to name a  
 124 few. I ask some of the parents of those youths that benefitted from these experiences  
 125 here today, along with sponsors, coaches, and the families of those being accused, if  
 126 you could, please stand up.  
 127

128 **(Sponsors, coaches, and families of the accused stood up in the audience)**  
 129

130 Mr. Rainey, Jr. said thank you. Those experiences have led to a number of young  
 131 people to become professional athletes, college graduates, to become model citizens  
 132 representing the City of College Park in an incredibly positive way. To the media, the  
 133 funds that these people donated, along with participation in multiple fundraisers; that  
 134 include tournaments, concessions, and other staff that have provided significant  
 135 amounts of their time to support their children's participation in basketball and other  
 136 activities. And for their efforts to be portrayed in the media, not by the City of College  
 137 Park, as something other than extremely impeccable and life changing is blasphemous.  
 138 My father and Cresit are pillars in this community. My father and Cresit are pillars in  
 139 this community. They deserve nothing less than applause for the amount of time and

140 dedication they have put towards the youth in the same community that they grew up  
 141 in. They have tried to shine a light on this community that would be fairly dim if they  
 142 did not put forth the efforts that they did. They have been present for over 20 years, not  
 143 only at the Brady Center, Tracey Wyatt Recreation Center, and other entities.  
 144

145 I would like the citizens of this community to understand that the impact these  
 146 accusations are making on those affected and their families are detrimental to, not only  
 147 their families, but also their efforts. My father and Cresit deserve more respect for their  
 148 efforts and time in the media than they have been shown. It would be great for the City  
 149 of College Park to be more supportive. Thank you.  
 150

- 151 d. Jack Longino, 3348 Harris Drive, College Park, Ga., came forward and said I am very  
 152 disappointed Mayor & Council Members. First off, it's a weak Mayor, strong Council,  
 153 and strong City Manager. I came a week ago Saturday to an event that I was invited to.  
 154 The cameras were stuck in my face asking me about this secret account. To begin with,  
 155 City Manager runs the day-to-day operations in this City, unless you all change it. He  
 156 is responsible for the budget, the audit, for every department, including the finance  
 157 department. He is responsible for every account that is assigned. You can't open an  
 158 account in this City without opening it, without the accounting knowledge and his (City  
 159 Manager) knowledge.  
 160

161 What I'm disappointed in how it is being laid out. The news media has no business in  
 162 playing this out however it comes out. I stand before you and God tonight and tell you  
 163 you won't find no dirt on me. You have to dig with a big shovel because you are not  
 164 going to find it.  
 165

166 I will leave you with one thing tonight. If anybody ever remembers Richard Jewel  
 167 being played out in the news media; that is the way I feel, because I have had a dozen  
 168 or more phone calls since that story aired of what I have done wrong. So, I give you  
 169 the cautionary tonight Mayor. I understand, not only were you interviewed that day,  
 170 you came into the center to see if I was even there yet. If this is truly an employee  
 171 problem, it should never be aired in the news media, until the conclusion is true to  
 172 exactly what it is. I appreciate your time. But remember Richard Jewel, because you  
 173 tear down my integrity, I'm coming. Thank you.  
 174

- 175 e. Fritz Engelmann, 1966 Mercer Avenue, College Park, Ga., came forward and said  
 176 Emmanuel and the other lady were doing the best thing for the community and the  
 177 children. We all need that type leadership in our community. If that's a situation  
 178 where everybody claims that nobody knows what was going on, what else is going on?  
 179 I do think the community would like to see a forensic audit go back as far as they can  
 180 go. Hopefully, they will find nothing. Hopefully, it will bring a clean start to the great  
 181 group of leaders we have now. I know the 5 of you up here will do the right thing, and  
 182 we all appreciate it. Thank you.  
 183

184 6. Other Business.  
 185

186 A. Discussion and update on recently adopted ordinances and resolutions.

187

188 There was no discussion on this item.

189

190 B. Planning Board Appointment.

191

192 Mayor Motley Broom appointed Susan Coleman to the Planning Commission.

193

194 Councilman Clay asked, does she live in our city?

195

196 Mayor Motley Broom said yes, on Mercer Avenue.

197

198 **ACTION:** Councilman Clay moved to approve the Mayor's Appointee, Susan Coleman, to the  
199 Planning Commission, seconded by Councilman Allen and motion carried. (All  
200 Voted Yes).

201

202 7. Public Hearings.

203

204 A. Consideration of a request to set a Public Hearing to consider a Conditional Use Permit at  
205 3891 Main Street, College Park, Georgia 30337 to allow for a car rental facility in the  
206 TOD - Transit Oriented District. Ward 1.

207

208 Councilman Clay said it sounds like you were recommending that the individual not be able  
209 to sell rental cars or rent cars to non movie people; is that correct?

210

211 City Planner Michelle Alexander came forward and said this is to allow for general rental.  
212 Right now there are 7 conditions.

213

214 Councilman Clay said on packet page 43, middle paragraph (reading), what do you  
215 consider similar uses to be?

216

217 City Planner Michelle Alexander said existing car storage that is currently opened by the  
218 applicants to another property. This is the other properties that are more intense such as the  
219 airport parking limo service.

220

221 Councilman Allen asked, what will happen to the other property that they are moving from?

222

223 City Planner Michelle Alexander said the applicant is here to answer that. I believe they  
224 were requesting to continue to use storage on that facility.

225

226 Councilman Clay said that's not part of this request though.

227

228 City Planner Michelle Alexander said no, it's not.

229

230 Councilman Clay asked, would that property go back to its previous use?

231

232 City Attorney Winston Demark said it's hard to say Councilman. I would have to look at it.  
 233 I do not think you would be able to maintain the conditional use that was granted.

234  
 235 Councilman Clay said okay.

236  
 237 **ACTION:** Councilman Clay moved to approve a request from City Planner Michelle  
 238 Alexander to set a Public Hearing for March 2, 2020 to consider a Conditional Use  
 239 Permit at 3891 Main Street, College Park, Georgia 30337 to allow for a car rental  
 240 facility in the TOD- Transit Oriented District, seconded by Councilman Taylor and  
 241 motion carried. (All Voted Yes).

242  
 243 B. Public Hearing to consider a Conditional Use Permit at 3950 Conley Street, College Park,  
 244 Georgia 30337 to allow for a car sharing operation in the C2 - Community Business  
 245 District. Ward 2. NO ACTION TAKEN

246  
 247 Mayor Motley Broom declared the public hearing open.

248  
 249 Mayor Motley Broom asked if there was anyone from the public who would like to speak  
 250 for or against the Conditional Use Permit at 3950 Conley Street.

251  
 252 Mr. David Boyd, Allstate Insurance, 2775 Sanders Road, North Brook, Illinois, came  
 253 forward and said I have been working with City Staff and Planning Department to bring  
 254 about this Conditional Use to allow Avail Car Sharing to begin to operate within this  
 255 facility. Avail Car Sharing is part of the new mobility. It is based off of an app. Our  
 256 strategic partner would be Park N Fly. We are taking approximately 100 spaces from Park  
 257 N Fly. We don't anticipate that we would negatively impact the capacity of their transit  
 258 system. There will be a small kiosk on the property to check the cars in and out. I'd be  
 259 happy to answer any questions. I think there is a video, if you would like to see it.

260  
 261 Ms. Merri Sheffield, 3366 College Street, College Park, Ga., came forward and said I am  
 262 part of the Neighborhood Watch. Is there going to be a sticker or something on the car so  
 263 that when I see Councilman Clay's car down the road, I'm going to know that someone  
 264 didn't steal it? How are we going to watch out for each other?

265  
 266 Mr. Kaseem Ladipo, 1951 Rugby Avenue, College Park, Ga., came forward and said  
 267 through the Planning Commission, I was able to hear from Allstate of their car rental  
 268 business. The concern of security came up. They said security isn't an issue. We get a lot  
 269 of car rental revenue, and we don't know whether they have any type structure in place to  
 270 provide some type of rental tax for the benefit of College Park.

271  
 272 Mr. Fritz Engelmann, 1966 Mercer Avenue, College Park, Ga., came forward and said this  
 273 is like a new version of Airbnb's. At least this gives an opportunity for local residents that  
 274 would like to put their pick-up truck or car into the rental system, instead of having Uber  
 275 come to their house and Merri call the police on them. You will also see it happen with the  
 276 rental RV's. Legislature is going to be imposing some tax on some of these apps. Maybe  
 277 there will be a tax imposed on Avail that the City can benefit from. I would like you to look  
 278 at how it will benefit us too. Thank you.



279 Mayor Motley Broom declared the public hearing closed.  
280

281 Councilman Clay said one of the things that was supposed to be done was research on  
282 the potential for collecting car rental tax, and that that be conducted prior to final approval.  
283 Has anything been done between either of you in that regard?  
284

285 City Planner Michelle Alexander came forward and said yes. We looked at what the State  
286 Legislature says. We coordinated with Winston's office, and they responded. The State's  
287 excise tax would not apply to Avail. The City could not adopt any tax authority, other than  
288 the regular occupation tax.  
289

290 Councilman Clay asked, are you saying that we will lose rental car tax on 100 spaces; is that  
291 correct?  
292

293 City Planner Michelle Alexander said that is only if they are actually taking away from  
294 existing car rentals in other places.  
295

296 Councilman Clay said you don't know the impact. But if all things were equal, then we lose  
297 100 spaces where people can park their cars.  
298

299 City Planner Michelle Alexander said we are not losing rental tax on those spaces.  
300

301 Councilman Clay asked, is there any other revenue from Park N Fly that we are going to  
302 lose, as a result of these 100 spaces? And, is there anything to replace it?  
303

304 Director of Finance & Accounting Althea Philord-Bradley came forward and said we don't  
305 receive any revenue from Park N Fly. The real property tax is based on what is currently at  
306 the site and property values, but we would not lose any tax.  
307

308 Councilman Clay asked, would we get the sales tax?  
309

310 Director of Finance & Accounting Althea Philord-Bradley said I'm not sure.  
311

312 Councilman Clay asked, are they paying sales tax?  
313

314 Mr. Boyd said I do not know the answer to that. Our commitment is to pay any and all tax  
315 and fees that the City would place upon this business, whether that is sales tax through Park  
316 N Fly or otherwise.  
317

318 Councilman Clay asked, are the sales or rentals of these cars, are they taxable by the City as  
319 sales tax?  
320

321 Director of Finance & Accounting Althea Philord-Bradley said as far as the state collection  
322 that stacks, they distribute it down to the City. If that comes down, then our distribution  
323 goes down.  
324

325 Councilman Clay asked, are we losing revenue or not?  
326

327 Director of Finance & Accounting Althea Philord-Bradley said we could potentially lose  
328 revenue, yes.  
329

330 Councilman Clay reading from document. No additional shuttle rides shall be conducted  
331 between the property and the airport as a result of the Avail program. How do we ascertain  
332 that there are no additional shuttle rides?  
333

334 City Planner Michelle Alexander said the only enforcement mechanism would be to have a  
335 recording requirement added onto the Occupational License. We could require Park N Fly  
336 to demonstrate and document what kind of shuttle service they have, before or after.  
337

338 Councilman Clay said so we could add that on to the Conditional Use.  
339

340 City Planner Michelle Alexander said yes.  
341

342 Councilman Clay said that is something we might want to consider adding on.  
343

344 Councilman Clay said there is a statement on packet page 56, forth paragraph, last sentence  
345 (reading). I think the target audience are primarily airport employees; is that correct?  
346

347 Mr. Boyd said no. They tend to be a variety of people. It may range from deployed active  
348 service personnel, parents who have children at college who decide to make an extra car  
349 available for extra income, or a vacationer.  
350

351 Councilman Clay said people will be coming in and out. So I disagree with the statement  
352 that there will not be more traffic. You will have more traffic while that vehicle is there.  
353

354 Mr. Boyd said that scenario is possible.  
355

356 Councilman Clay said you are at least going to double the traffic for those 100 spaces over  
357 that period.  
358

359 Mr. Boyd said if you are operating at full capacity of that period of 6 to 10 days, you could  
360 double that volume.  
361

362 Councilman Allen asked, how does the insurance work?  
363

364 Mr. Boyd said Allstate is a rather large insurance company. We carry \$1 million on every  
365 vehicle that is rented when it goes out the door.  
366

367 Councilman Allen said if I come in and drop off my car, and I'm gone, and somebody rents  
368 it, do you check it every single time before it goes out?  
369

370 Mr. Boyd said absolutely. There is an extensive log in and log out process. The cars have  
371 to be 10 years old or less. We do turn cars away that come in and don't meet our standards.  
372 We also place a tracking device in the car so we know where that vehicle is and how it is  
373 being used.

374  
375 Councilman Allen asked, what if I come in and leave my car, and I will be gone for a week  
376 to China, and I am stuck over there for 2 months, and the car is there, so what do you do in  
377 that case?

378  
379 Mr. Boyd said we will communicate with you through the app.

380  
381 Councilman Allen said and I come back a month and a half later, and there is no charge for  
382 parking there.

383  
384 Mr. Boyd said correct.

385  
386 Councilman Allen asked, let's say I'm gone to Europe for 2 weeks, and the weather is bad  
387 there, and I decide to come back early, and I come back and my car is gone, what happens to  
388 me in that case? Do you take one of the other cars?

389  
390 Mr. Boyd said we will make an attempt to contact the borrower, and if we are unable to do  
391 that, we will take care of you.

392  
393 Councilman Allen asked, do you have that situation come up very often?

394  
395 Mr. Boyd said I would not say very often.

396  
397 Councilman Allen asked, say I just walk in and have your app on my phone, can I pick up  
398 your car and take off for 2 or 3 days and use it and come back and not worry about paying  
399 any insurance?

400  
401 Mr. Boyd said in an effort to manage airport traffic, this current program only allows  
402 borrowers who are non local.

403  
404 Councilman Allen asked, but I can leave my car in that program?

405  
406 Mr. Boyd said absolutely.

407  
408 Councilman Gay said when you rent a car, I thought some of that money comes to the City  
409 of College Park.

410  
411 Mayor Motley Broom said it does, but this program would not.

412  
413 Councilman Gay said so you are competing against our revenue in this scenario. I think this  
414 City has to be careful of that. And if there is a threat against our revenue, we have to think it  
415 through.

416 Mr. Boyd said Georgia Legislature is looking at this issue trying to define pier to pier car  
417 sharing. They are looking at the insurance and revenue stream.

418  
419 Councilman Gay asked, would you mind waiting until after the legislative session to come  
420 back to us?

421  
422 Mr. Boyd said yes.

423  
424 Mayor Motley Broom said I don't think there is anything pending in the legislature  
425 regarding this issue right now. I know they are addressing short-term rentals in a number of  
426 ways. There is a Preemption Statute out there, and GMA has something regarding that as  
427 well, but I don't think there is any legislature surrounding this.

428  
429 Mr. Boyd said there are 2 Bills under consideration.

430  
431 Mayor Motley Broom said I don't know about the peer to peer vehicle sharing.

432  
433 Mr. Boyd said we do employ local residents in our business starting at 10 full-time  
434 positions. The HR people tell me that those positions pay somewhere in the \$16.00 to  
435 \$24.00 an hour range. Hopefully, we would grow and we would be able to add more jobs  
436 and economic opportunities for residents.

437  
438 Councilman Allen asked, what would the employees be doing?

439  
440 Mr. Boyd said they are involved in the check-in process, greet customers, inspect vehicles,  
441 clean the vehicles, and provide 24/7 security at the site.

442  
443 Councilman Clay said you have \$1 million worth of insurance on a car. If I leave my car  
444 there, and it is totaled, it is covered, but is there any personal liability to me? And the  
445 person that comes in has insurance.

446  
447 Mr. Boyd said I am neither a licensed insurance agent nor an attorney.

448  
449 Councilman Clay said we have a lot of businesses that come and tell us about jobs. The jobs  
450 come from somewhere else and not College Park. I'm not sold on the job aspect.

451  
452 Mayor Motley Broom asked, is there a motion?

453  
454 There was no motion made.

455  
456 8. Bids, Change Order Requests And Contracts.

457  
458 A. Consideration of and action on a request for approval to purchase one replacement Life  
459 PAK Cardiac Monitor used on medical scenes for the Fire Department.

460

461 **ACTION:** Councilman Clay moved to approve a request from Fire Chief Wade Elmore to  
 462 purchase one replacement Life PAK Cardiac Monitor used on medical scenes for  
 463 the Fire Department, seconded by Councilman Gay and motion carried. (All Voted  
 464 Yes).

465  
 466 B. Consideration of and action on a request for approval to purchase replacement fire  
 467 protective gear.

468  
 469 **ACTION:** Councilman Clay moved to approve a request from Fire Chief Wade Elmore to  
 470 purchase replacement fire protective gear, seconded by Councilman Allen and  
 471 motion carried. (All Voted Yes).

472  
 473 C. Consideration of and action on a request for approval of the annual renewal of the  
 474 ESRI/GIS software license utilized for GIS city-wide mapping operations.

475  
 476 Mayor Motley Broom asked, is the renewal locked for the next 2 years?

477  
 478 Chief Information Officer Michael Hicks came forward and said yes.

479  
 480 **ACTION:** Councilman Clay moved to approve a request from Chief Information Officer  
 481 Michael Hicks for the annual renewal of the ESRI/GIS software license utilized for  
 482 GIS city-wide mapping operations, seconded by Councilman Allen and motion  
 483 carried. (All Voted Yes).

484  
 485 D. Consideration of and action on a request for approval of the renewal of performance  
 486 management software utilized to monitor major projects (Quantum Workplace).

487  
 488 Councilman Clay said City Attorney, you signed off on the contract, but it does not allow  
 489 our normal 30-day out.

490  
 491 City Attorney Winston Demark said I didn't look for that, but you may be right.

492  
 493 Councilman Clay said it is an automatic 1-year renewal.

494  
 495 Chief Information Officer Michael Hicks came forward and said I do have an update for  
 496 you. It is a 30-day out. They changed it from 45 days to 30-day out.

497  
 498 Councilman Clay said normally when we write contracts, we write them with a 30-day out  
 499 so you can get out in 30 days anytime; is that correct, City Attorney?

500  
 501 City Attorney Winston Demark said yes.

502  
 503 Councilman Clay said and that is not the case in this contract.

504  
 505 Mayor Motley Broom asked, what was our agreement with Quantum of the software prior to  
 506 this? Did we have at any time a 30-day out?

507

508 Chief Information Officer Michael Hicks said it was a 45-day out, other than that one year,  
509 and we bring it back and renew it.

510  
511 Councilman Clay asked, how close are we to the 45-day renewal window now?  
512

513 Chief Information Officer Michael Hicks said we are close.

514  
515 Councilman Clay asked, how close?  
516

517 Chief Information Officer Michael Hicks said today.

518  
519 Mayor Motley Broom said I don't see an issue with this particular contract. Is there a  
520 motion?  
521

522 Councilman Clay said if we don't vote on it we are locked in, unless we vote no.  
523

524 City Attorney Winston Demark said the contract will automatically renew, if no action is  
525 taken tonight.  
526

527 Councilman Clay said I suggest that we go back to them, look it over, and see if we can  
528 renegotiate the contract for a 30-day out.  
529

530 **ACTION:** Councilman Clay moved to deny a request from Chief Information Officer Michael  
531 Hicks for the renewal of performance management software utilized to monitor  
532 major projects (Quantum Workplace) with instructions to renegotiate the contract,  
533 seconded by Councilman Gay and motion carried. (All Voted Yes).  
534

535 E. Consideration of and action on a request for approval of the renewal of the Fortigate Fire  
536 Wall software that provides advance threat protection for our environment.  
537

538 Councilman Gay asked, when are you bringing back the app for the community and  
539 departments for deficiencies, why wasn't that part of these purchases?  
540

541 Chief Information Officer Michael Hicks came forward and said Mr. Willis just finished  
542 putting the RFP together. We will have it March 30, 2020.  
543

544 **ACTION:** Councilman Clay moved to approve a request from Chief Information Officer  
545 Michael Hicks for the renewal of the Fortigate Fire Wall software that provides  
546 advance threat protection for our environment, seconded by Councilman Taylor  
547 and motion carried. (All Voted Yes).  
548

549 9. Unfinished (Old) Business.  
550

551 A. Consideration of external public relations contractual services.  
552

553 Director of Communications Gerald Walker came forward to explain the item.

554 Mayor Motley Broom asked, do you have any recommendation of the 3 (Pineapple Public  
555 Relations, M320 Consulting, and Phase:3 Marketing & Communications)?

556  
557 Director of Communications Gerald Walker said I have worked with 1 of the 3 finalists. I  
558 am feeling rather confident about the 3 that are before you.

559  
560 Mayor Motley Broom asked, did M320 indicate that it wouldn't seek contract measures?

561  
562 Director of Communications Gerald Walker said I believe they indicated no third party.

563  
564 Councilman Gay said there are 2 businesses that are giving you a bid range amount. I don't  
565 know that you can accept a bid range.

566  
567 Director of Communications Gerald Walker said I need to praise my colleague Mr. Moody  
568 for putting together a very complete bid preparation for the respondents. The one thing I see  
569 causing that range to come up is in his bid he used a standard bid.

570  
571 Councilman Gay said you can't select a bid based on a range, otherwise you are not  
572 competing against the other people.

573  
574 City Manager Terrence Moore said some firms submitted their range based on the need to  
575 engage in videography, photography, and those types of things.

576  
577 Mayor Motley Broom said we need to send it back.

578  
579 City Manager Terrence Moore said it is appropriate to give us a few weeks to consider that,  
580 and table it until that time frame.

581  
582 Councilman Clay asked, is it possible for Gerald to define what we actually needed? We  
583 don't need photography because Warren Bond provides that. We can provide a list, and sit  
584 down with each of the people and say, okay, this is what we actually want, and what is your  
585 number in that range for that? So, in other words, clarify the bid.

586  
587 Councilman Gay said I think you need to take another look at it by cost.

588  
589 Mayor Motley Broom asked, what about the ones that did not submit information?

590  
591 Councilman Gay said you can omit them.

592  
593 Mayor Motley Broom asked, of the 9 bidders, were the other 6 incomplete?

594  
595 Purchasing Agent Willis Moody came forward and said there were 4 complete and 4  
596 incomplete.

597  
598 Mayor Motley Broom asked, was that based upon cost, the other one?  
599

600 Director of Communications Gerald Walker said I was given the directive to have 3 finalists.

601

602 Councilman Clay said I change my motion to table and come back with the 4 bidders with  
603 re-evaluation of the numbers.

604

605 **ACTION:** Councilman Clay moved to defer consideration of external public relations  
606 contractual services and to come back with four bidders, seconded by Councilman  
607 Allen. Councilman Clay voted yes to defer. Councilman Allen voted yes to defer.  
608 Councilman Taylor voted yes to defer. Councilman Gay abstained. Motion  
609 carried.

610

611 B. Consideration of ancillary banking institution services.

612

613 Director of Finance & Accounting Althea Philord-Bradley came forward to explain the  
614 request.

615

616 Councilman Gay said the draft RFP is fine. You can select a bank that participates in  
617 community investment credits. Our current bank, SunTrust does. However, they could  
618 receive additional reinvestment credit, if they give some of their business to a smaller  
619 community bank. So, if you take your draft and put the language for “Community Re-  
620 Investment Act” in, the bank should probably participate.

621

622 Councilman Gay said I spoke with SunTrust, and I spoke with the Community Bank  
623 president, and they gave me another recommendation. Another way that cities can work  
624 with smaller banks with its deposits is to ask the bank to participate with a smaller bank and  
625 give them some of their business. For example, SunTrust can get additional tax credits if  
626 they simply give smaller community banks some of their business. And I think that was the  
627 spirit of the motion when I first made it.

628

629 Councilman Clay asked, is the goal to spread the business around, or is it also to be able to  
630 make loans available to citizens that they might not be able to get otherwise? I thought the  
631 intent was to try to get more micro loans to our citizens.

632

633 Councilman Gay said initially, it is to give smaller community banks some of our business.  
634 And I said 1 percent. How you do business with them is defined in your scope of work. To  
635 do an RFP, and to do business with a community bank that does Community Reinvestment,  
636 Credit, I think that will accomplish the goal.

637

638 Councilman Clay said there was 1 correction that I had for positive pay.

639

640 Director of Finance & Accounting Althea Philord-Bradley came forward and said we are not  
641 going to be using positive pay. We are adding National Credit Act of 1977 as criteria.

642

643 Councilman Gay said we can also be more specific as to what credit you want them to offer.

644



645 Director of Finance & Accounting Althea Philord-Bradley said I did send your email to  
646 SunTrust. I have not received a response back.

647  
648 It was the consensus of Mayor and Council to move forward with ancillary banking  
649 institution services.

650  
651 C. Multi Family Tier Standards.

652  
653 **ACTION:** Councilman Clay moved to approve Multi Family Rentals Tier Standards,  
654 seconded by Councilman Taylor and motion carried. (All Voted Yes).

655  
656 10. New Business.

657  
658 A. Consideration of a Discretionary Funds Policy governing the use of individual elected  
659 official discretionary budgets.

660  
661 Director of Finance & Accounting Althea Philord-Bradley came forward to explain the  
662 item.

663  
664 Councilman Clay said there is a mix of things that goes beyond discretionary policy. What  
665 should we conclude from this?

666  
667 Director of Finance & Accounting Althea Philord-Bradley said I requested some examples  
668 from other cities. And the list that you currently have, I am looking for direction.

669  
670 Mayor Motley Broom said the closest one is City of Atlanta.

671  
672 Councilman Clay said the problem I had with them is all sorts of things are mixed into it.

673  
674 Councilman Gay asked, could you draft one Althea and bring it back?

675  
676 Director of Finance & Accounting Althea Philord-Bradley said I wanted to be sure that we  
677 are in line with the law.

678  
679 City Attorney Winston Demark said the standard is whether it is a service that the City of  
680 College Park could provide itself. And, if the City of College Park can provide it directly,  
681 then there is nothing that would prohibit the City of College Park from contracting with  
682 another service provider to provide that service.

683  
684 Councilman Clay said and if we did that, I can give \$200.00 out of my discretionary fund to  
685 go to that account.

686  
687 City Attorney Winston Demark said yes, sir.

688  
689 Mayor Motley Broom said we need to move on the draft and ordinance for that.

690

691 City Attorney Winston Demark said yes.

692

693 It was the consensus of Mayor and Council to draft a Discretionary Ordinance governing the  
694 use of individual elected official discretionary budgets.

695

696 B. Consideration of a Travel Policy governing the use of elected official and City employee  
697 travel budgets.

698

699 Director of Finance & Accounting Althea Philord-Bradley came forward to explain the item.  
700 We drafted a policy for your approval tonight.

701

702 Councilman Clay said I had some questions that you got back to me on, but I think we  
703 should bring them up. On packet page 145 under Per Diem, it depends on what time of the  
704 day you leave whether you get credit for the whole day or part of the day, or what have  
705 you. If you follow the government regulation of 75 percent of the per diem, the concern I  
706 had is that we are saying under per diem that the rate begins when you start to travel. And if  
707 you start to travel early in the morning, and if you are like me, I don't eat breakfast, I just go  
708 and have a big lunch.

709

710 Mayor Motley Broom said I am fine with the \$85.00 a day rate.

711

712 Director of Finance & Accounting Althea Philord-Bradley said so not the General Services  
713 Administration (GSA) standard, but our own standard rate.

714

715 Councilman Clay said it sounds like that is what we are agreeing on. The other thing is take  
716 out per diem transportation to and where the meals are taken, and tips to bag handlers and  
717 taxi drivers, near the bottom of the page. The second thing is a dinner ticket, it makes it a  
718 lot less complex. I usually take the subway when I go to D.C. usually. And if I take the  
719 MARTA downtown for a meeting, why wouldn't we pay transportation for that?

720

721 Mayor Motley Broom said the transportation aspect of it is fine. I don't think we should pay  
722 for your hotel, if you stay downtown Atlanta.

723

724 Councilman Gay said I have 3 comments. I don't see in the policy that if an employee  
725 leaves, that we are reimbursed. Could that be added?

726

727 Director of Finance & Accounting Althea Philord-Bradley said yes.

728

729 Councilman Gay said often times some of the seminars we go to, one or two sessions, and  
730 the remainder of the time is spent non training. So, what could you put in here to ensure that  
731 we are actually attending these training sessions and not just doing one and not going to the  
732 others?

733

734 Mayor Motley Broom said there is something in there about that.

735

736 Director of Human Resources & Risk Management Charles Cook came forward and said we  
737 can implement some language in the policy that will make sure that people have attended the  
738 classes. We can require the employee to document the class and what they have learned.

739  
740 Councilman Gay asked, how does the City get the benefit back from the training? Are they  
741 going to start giving us the best practices from what they have learned?

742  
743 Mayor Motley Broom said that language is on the last page.

744  
745 Councilman Gay asked, who do they give it to?

746  
747 Director of Finance & Accounting Althea Philord-Bradley said they give it to the City  
748 Manager.

749  
750 City Manager Terrence Moore said we are creating an environment to offer a format of what  
751 they learned.

752  
753 Mayor Motley Broom said on packet page 145, there is no mention of rental vehicles, the  
754 size.

755  
756 Director of Finance & Accounting Althea Philord-Bradley said we can add that.

757  
758 Director of Finance & Accounting Althea Philord-Bradley said on packet page 145, are we  
759 okay with striking page 146? Are we striking out transportation?

760  
761 Mayor & Council said yes.

762  
763 **(Councilman Gay briefly stepped out of council chambers)**

764  
765 It was the consensus of Mayor and Council to revise the Travel Policy governing the use of  
766 elected official and City employee travel budgets.

767  
768 C. Consideration of and action on a request to adopt a Resolution authorizing the renaming  
769 of portions of Roosevelt Hwy (Hwy 29) located within the corporate city limits of the  
770 City of College Park to Main Street. Ward 4.

771  
772 City Manager Terrence Moore explained the request.

773  
774 **(Councilman Gay returned to council chambers)**

775  
776 Mayor Motley Broom discussed giving residents the chance to speak about changing the  
777 name for portions of Roosevelt Highway.

778  
779 Councilman Clay agreed.

780

781 Councilman Gay agreed. The motion to rename was approved. I thought this action was to  
782 enter into a resolution. I thought it was step 2 of the process tonight.

783  
784 Director of Airport Affairs Gary Young came forward to explain next steps. All the  
785 businesses and property owners should be notified.

786  
787 Councilman Gay said for the record, 3 weeks ago I sent an email to Gary Young specifically  
788 asking him to send a letter to every property owner to notify them, did I not?

789  
790 Director of Airport Affairs Gary Young said yes, you did. And it was to determine whether  
791 it was Main Street or Main Street South. That was Monday. It was published on the 3<sup>rd</sup> or  
792 4<sup>th</sup>.

793  
794 Mayor Motley Broom said in the minutes I don't see that there was a motion made or a  
795 second. So, I suggest we put it on the agenda for the next meeting.

796  
797 Councilman Clay asked, are we going to invite the public to comment? And if we've  
798 already decided that it is a done deal, and we are going to name it Main Street, and if we get  
799 overwhelming comment from the owners that they don't want this change due to hardship,  
800 it seems disingenuous to say to them, well, it's your opportunity to comment, but it doesn't  
801 mean anything because we have already made up our mind.

802  
803 Councilman Gay said to your point Councilman Clay, the people that it represents are not  
804 property owners. And just to backtrack, there was a discussion among the Ward 4 board  
805 appointees that liked the idea to rename Roosevelt that do not support me. As a family, we  
806 try to move together forward. We decided that Roosevelt has taken on a bad connotation,  
807 like Bankhead and Stewart Avenue.

808  
809 Mayor Motley Broom asked, can the letter go out this week, and we take it up at the March  
810 3, 2020 meeting?

811  
812 Director of Airport Affairs Gary Young said if we get with the tax office and get the  
813 documents of all the property owners, we can.

814  
815 City Manager Terrence Moore said we probably need more time.

816  
817 **ACTION:** Councilman Clay moved to table the request from Special Projects Administrator  
818 Jackson Myers to adopt a Resolution authorizing the renaming of portions of  
819 Roosevelt Hwy (Hwy 29) located within the corporate city limits of the City of  
820 College Park to Main Street, until the next Regular Session of Mayor and Council  
821 to be held on the March 16, 2020, seconded by Councilman Allen and motion  
822 carried. (All Voted Yes).

823  
824 D. Consideration of and action on a request to impose a 120-day moratorium on tire shops.

825  
826 Director of Inspections Oscar Hudson came forward and said I would like a 120-day  
827 Moratorium on tire shops. They are violating the code now.

828 **ACTION:** Councilman Clay moved to approve the request from Director of Inspection Oscar  
 829 Hudson to impose a 120-day moratorium on tire shops, seconded by Councilman  
 830 Allen and motion carried. (All Voted Yes).

831  
 832 E. Consideration of a city-wide Forensic Audit and Comprehensive Evaluation of Policies  
 833 and Procedures.

834  
 835 Mayor Motley Broom said we have a duty to employees and citizens to make sure that we  
 836 are running an operation that is ethical, honest, and always full of integrity. So based upon  
 837 that, I think we need to take a look at how we are doing business as a city, and a forensic  
 838 audit city-wide, and an evaluation of our policies and procedures is necessary at this time.

839  
 840 Councilman Gay asked, when is the next internal audit by the auditors? Can you substitute  
 841 that for the forensic audit?

842  
 843 City Manager Terrence Moore said no. This would be a separate consideration altogether.  
 844 If there is some interest in proceeding in that regard, I would like to facilitate a workshop  
 845 session. I will summarize guidelines to that effect. I am prepared to accept direction as  
 846 needed.

847  
 848 It was the consensus of Mayor and Council to discuss the consideration of a city-wide  
 849 Forensic Audit and Comprehensive Evaluation of Policies and Procedures at the March 2,  
 850 2020 Workshop Session.

851  
 852 11. City Attorney's Report. None.

853  
 854 12. City Manager's Report.

855  
 856 A. Discussion and update on the top ten delinquent property tax payers. NO ACTION  
 857 REQUIRED.

858  
 859 Councilman Clay said on packet page 165, I did have questions for the 1 and 4 items on the  
 860 list, and I received an answer from Althea.

861  
 862 **(Councilman Taylor briefly stepped out of council chambers)**

863  
 864 Councilman Clay said the lien gets put on the first of the tax year and could be retroactive,  
 865 but it wasn't clear to me whether it gets put on the 2019 or 2020 tax year.

866  
 867 Director of Finance & Accounting Althea Philord-Bradley came forward and said the lien is  
 868 in March after 2020, if they do not pay before the October deadline.

869  
 870 Councilman Clay said if somebody is behind on their 2019 taxes, and we want to apply for a  
 871 lien, then they get a 30-day notice, and then the lien gets applied. But will it get applied  
 872 effective as of January 1, 2019, or January 1, 2020?

873

874 Director of Finance & Accounting Althea Philord-Bradley said it will get applied January of  
875 2020.

876  
877 Councilman Clay said so it will be after the year of the tax year?

878  
879 Director of Finance & Accounting Althea Philord-Bradley said correct.

880  
881 **(Councilman Taylor returned to council chambers)**

882  
883 Councilman Gay said I was recommending that we file a lien because you can't always  
884 know when the sales take place.

885  
886 Councilman Clay said that was part of my problem and the other is bankruptcy.

887  
888 Director of Finance & Accounting Althea Philord-Bradley asked, isn't there a State Law that  
889 requires us to wait to file, a certain deadline?

890  
891 City Attorney Winston Demark said I'm not familiar with that.

892  
893 Director of Finance & Accounting Althea Philord-Bradley said I think there is a time period  
894 that we have to wait.

895  
896 City Attorney Winston Demark said for property taxes, yes, we have to wait, whatever the  
897 statutory period is.

898  
899 Director of Finance & Accounting Althea Philord-Bradley said utilities are different.

900  
901 Councilman Clay asked, are we doing anything about these?

902  
903 Director of Finance & Accounting Althea Philord-Bradley said after March 23, 2020, yes.  
904 We have 30 days from that date.

905  
906 Councilman Gay said so we can't file a lien because they still have time to pay the debt.

907  
908 Director of Finance & Accounting Althea Philord-Bradley said correct.

909  
910 Councilman Gay asked, so if they sell before March 23, 2020, we don't get protected.

911  
912 Director of Finance & Accounting Althea Philord-Bradley said they still have to pay it.  
913 City Attorney Winston Demark said our right to receive payment does not go away.

914  
915 Councilman Gay asked, how do we know they have a debt, if she has not filed it? How does  
916 the buyer know that they owe College Park?

917  
918 Director of Finance & Accounting Althea Philord-Bradley said if we don't do a title search,  
919 they will not know.

920 Councilman Gay asked, instead of a letter, can we file the bill?

921

922 Director of Finance & Accounting Althea Philord-Bradley said yes.

923

924 City Attorney Winston Demark said whatever the statutory period is, our hands are tied.

925

926 Councilman Clay asked, have we put a lien on the 2018 taxes?

927

928 Director of Finance & Accounting Althea Philord-Bradley said yes. There is one that  
929 provided us with a check, and it bounced.

930

931 B. Discussion and update on the top ten delinquent utility customer accounts. NO  
932 ACTION REQUIRED.

933

934 Councilman Clay said on packet page 169, the last apartment, they owe us almost  
935 \$21,000.00. It says we have not cut them off yet.

936

937 Councilman Gay said Crystal Equities, LLC, they came to the City and talked with City  
938 Manager and Althea. I contacted Hugh on their behalf because this is a 100 percent rehab  
939 property with the exception of 1 building. They have underground leaks throughout the  
940 property.

941

942 Director of Finance & Accounting Althea Philord-Bradley said the bill was about  
943 \$75,000.00, and we credited them \$60,000.00.

944

945 Councilman Clay said you gave them a \$60,000.00 credit, and they still haven't paid.

946

947 Councilman Gay said they are asking Council to consider waving the bill in exchange for  
948 them redoing the entire plumbing system for the entire complex. Can you elaborate on that  
949 Oscar?

950

951 Director of Inspections Oscar Hudson came forward and said currently no one is living  
952 there. It is under renovation.

953

954 Councilman Clay said so every month that nothing happens, they are wasting this huge  
955 amount of water.

956

957 Councilman Gay said they can't find the leak underground. They did make some repairs,  
958 but according to Hugh, it is still leaking.

959

960 Councilman Clay said if no one is living there, then shut off the water.

961

962 Councilman Gay said they need temporary water for renovations.

963

964 Director of Inspections Oscar Hudson said in order for them to find the leak, they have to  
965 have the water on.

966 Councilman Clay asked, why can't we have Public Works create another tab for them, run a  
967 temporary waterline on the surface to allow them to have water to do the work, and you shut  
968 the main waterline off so you are not losing thousands of gallons of water? And then you  
969 come along and turn it on for an hour a day to let them find the leaks, and you turn the water  
970 off again, until they get it fixed.

971  
972 Mayor Motley Broom said this is a broader issue than this item on a bill.

973  
974 Councilman Gay said in exchange for the bill, we are saying they will redo the entire  
975 complex.

976  
977 Mayor Motley Broom said I don't think we are prepared to have this conversation tonight.

978  
979 Councilman Clay said 5,000 gallons a day is getting wasted. Are we going to just do  
980 nothing, and allow them to waste 5,000 gallons a day and not bill them for it?

981  
982 City Attorney Winston Demark said there is future consideration. It is enough to support a  
983 simple contract. It's not "can we", the "should we" is a policy question for Council.

984  
985 Councilman Clay said cut them off, until we come up with a solution to give them  
986 temporary water to find the leak. We can ascertain how they will fix the plumbing system,  
987 and let's see if it gets accepted.

988  
989 Fire Chief Wade Elmore came forward and said you may not be able to turn the water off  
990 because we still need fire protection over there, so I don't know if we want to cut the water  
991 off.

992  
993 Councilman Gay said the bill doesn't have to be waived. They can have a payment plan, but  
994 they can't pay the whole thing right now.

995  
996 Councilman Gay said some of that bill was for sanitation. They don't have dumpsters. So,  
997 we were overcharging them anyway. They are not using our sewer because it is in the  
998 ground. Can we put them on a payment plan?

999  
1000 Director of Finance & Accounting Althea Philord-Bradley said I don't have that authority.

1001  
1002 Councilman Gay made a motion to offer Crystal Equities, LLC a payment plan for  
1003 approximately 4 months of even payments.

1004  
1005 Motion died for lack of a second.

1006  
1007 Councilman Gay said on packet page 169, Virtual Citadel owes us \$281,472.90. What is the  
1008 difference of giving them a break and not giving Crystal Equities, LLC a break? And before  
1009 you answer that, this is a receivership. So, where do we draw our priorities? Is it just who is  
1010 making the motions, or how we are feeling?

1011



- 1012 Councilman Clay asked, has the contract been signed for Virtual Citadel?  
 1013  
 1014 City Attorney Winston Demark said I received bankruptcy papers from Virtual Citadel.  
 1015  
 1016 City Manager Terrence Moore said the Mayor signed the contract Councilman Clay.  
 1017  
 1018 Councilman Clay said the responsibility for that bill has now transferred over to the new  
 1019 owners, and the agreement was that they would pay it off.  
 1020  
 1021 City Manager Terrence Moore said that's correct.  
 1022  
 1023 Councilman Gay asked, what is the consideration for Virtual Citadel?  
 1024  
 1025 City Manager Terrence Moore said the consideration is 3 weeks.  
 1026  
 1027 Councilman Gay asked, what is the age of this receivable?  
 1028  
 1029 Director of Finance & Accounting Althea Philord-Bradley said it is 2 months.  
 1030  
 1031 Councilman Gay asked, will they be paid by the next council meeting?  
 1032  
 1033 Director of Finance & Accounting Althea Philord-Bradley said they should be paid by the  
 1034 end of March or early April.  
 1035  
 1036 Councilman Gay said I'm done.  
 1037  
 1038 13. Report of Mayor and Council.  
 1039  
 1040 Councilman Clay – said my neighbor's bill stated that he was burning 5,000 gallons of water  
 1041 a day from a stuck valve. A family normally uses less than 5,000 gallons a day, 2,000 or  
 1042 3,000 gallons. So, I have some questions. We did a pilot, and we started contacting  
 1043 customers saying we have identified customers that have a leak. So even though you can  
 1044 argue it is their fault, their responsibility, their plumbing, if we have the ability to notify  
 1045 them within a day or two, it solves a problem for them and for us.  
 1046  
 1047 I propose we consider a policy that we will notify the customer, do a search every day, and  
 1048 if someone starts leaking heavily, we will notify them, and then they are responsible from  
 1049 the date they get notified, or maybe we give them a grace period of a couple of days, rather  
 1050 than just put these people out of business in some cases. And then we wait for them to  
 1051 receive the next bill, and then find out if they used 20 days of 5,000 gallons of water; that we  
 1052 give them notification and give them a grace period to fix it. And if they fix it, then they get  
 1053 forgiven from the time the leak occurred, until the time we notified them, or maybe that time  
 1054 plus the grace period to be worked out.  
 1055  
 1056 The second thing I would like for us to consider is, can the NLC Warranty Program be a  
 1057 part of this? I don't know where we are with it.

1058 Mayor Motley Broom said I know I signed it.

1059

1060 City Manager Terrence Moore said I will have a conference call with them within the  
1061 coming days to outline exactly what that will entail, in terms of the rollover.

1062

1063 Councilman Clay asked, can we get NLC Warranty Program to consider that as part of the  
1064 indoor warranty? They weren't going to advertise indoor warranty, but it is available. And,  
1065 if not that, can we at least use their on-call plumbers? Terrence, can you have staff look at  
1066 that, please.

1067

1068 City Manager Terrence Moore said yes, sir.

1069

1070 Councilman Clay said I would like to see if we can do pre-leasing inspections for the  
1071 Housing Authority.

1072

1073 Councilman Taylor – said I have nothing to report.

1074

1075 Councilman Allen – said I want to remind everybody about the Census.

1076

1077 Councilman Allen thanked Public Works for working with staff.

1078

1079 Councilman Gay – said I would like to make a couple of observations. When I first got on  
1080 Council, a person came and made a comment that Mayor & Council should take a drug test.  
1081 And I said I think that is a waste of time. One of my constituents asked me to take the test.  
1082 I don't want to waste my time up here on this Council for \$1,600.00. I hope this is a new  
1083 Council, and we will move forward. But if you want to get into new politics, I don't want to  
1084 do that.

1085

1086 Councilman Gay said Airport City used to be Lottie Miller. So, those of you who are new to  
1087 College Park, it was a housing complex. People lost their houses due to eminent domain.  
1088 Now 30 years later we have some educated black people who are saying just how great  
1089 Airport City is. And then they want to take people out of the complex, segregate them in  
1090 another part of the city, and you have a councilperson saying we don't have houses in our  
1091 ward. First of all, do you know why people die to put their children in private schools? It's  
1092 not because the teachers are better, it's because they want their children to socialize with  
1093 children that their parents have more socioeconomic benefit. My point is: We need to  
1094 start putting these communities together. We need to stop segregating communities.

1095

1096 Councilman Gay said before Mike died with Virtual Citadel, he would come to my office to  
1097 talk about getting power to an area on Godby Road. It was about crossing over on  
1098 somebody's property. I invited him to consider Global Gateway. This City spends all its  
1099 time on Airport City. That is fine, but we have other cities that deserve the same  
1100 opportunity. That's all I have.

1101

1102 **ACTION:** Councilman Clay moved to recess Regular Session to take up Executive Session to  
1103 discuss personnel, pending litigation, and the potential purchase of real estate,  
1104 seconded by Councilman Allen and motion carried. (All Voted Yes).

1105 Mayor Motley Broom declared the Regular Session recessed at 10:20 p.m.

1106

1107 14. Executive Session.

1108

1109 **ACTION:** Councilman Clay moved to approve to renew City Manager Terrence Moore's  
1110 Contract for 1 year, seconded by Councilman Allen. Councilman Clay voted yes.  
1111 Councilman Allen voted yes. Councilmen Gay opposed. Councilman Taylor  
1112 opposed. Mayor Motley Broom voted yes. Motion carried.

1113

1114 Executive Session adjourned at 11:55 p.m. and Regular Session reconvened at 11:56 p.m.

1115

1116 15. Approval of Executive Session Minutes.

1117

1118 **ACTION:** Councilman Clay moved to approve Executive Session Minutes dated February 17,  
1119 2020, as presented, seconded by Councilman Taylor and motion carried. (All Voted  
1120 Yes).

1121

1122 Mayor Motley Broom declared the Regular Session adjourned at 11:57 p.m.

1123

1124

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1132

**CITY OF COLLEGE PARK**

1133

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1135

\_\_\_\_\_  
**Bianca Motley Broom, Mayor**

1136

1137

1138

1139

1140 **ATTEST:**

1141

1142

1143

\_\_\_\_\_  
**Shavala Moore, City Clerk**

1144

CITY OF COLLEGE PARK  
MAYOR AND CITY COUNCIL  
REGULAR SESSION  
FEBRUARY 17, 2020

MINUTES

Present: Mayor Bianca Motley Broom; Councilmen Ambrose Clay, Derrick Taylor, Ken Allen, and Roderick Gay; City Manager Terrence Moore; City Clerk Shavala Moore; City Attorney Winston Denmark.

Absent: None.

1. Opening Ceremonies.

A. Pledge of allegiance to the flag.

B. Invocation by Chaplain Walker.

2. Additions, Deletions, Amendments, Or Changes To The Agenda.

**ACTION:** Councilman Clay moved to approve to add to the agenda 6b, Planning Commission Appointment; 9c, Multi-Family Tier Standards; 10e, Consideration of a City-wide Forensic Audit and Comprehensive Evaluation of Policies and Procedures, seconded by Councilman Taylor and motion carried. (All Voted Yes).

3. Presentation Of Minutes Of City Council.

A. Regular Session held February 3, 2020.

**ACTION:** Councilman Clay moved to approve Regular Session Minutes dated February 3, 2020, with changes, seconded by Councilman Allen and motion carried as follows: (All Voted Yes).

- Packet Page 9, Line 120 s/b "...under counted..." not "...uncounted..."
- Packet Page 9, Line 120 s/b "...they were unable..." not "...we are unable..."
- Packet Page 9, Line 201 s/b "...it is for first-time buyers, renters of residential property..." not "...it is first-time buyers, renting residential property..."
- Packet Page 9, After Line 208 s/b "...we haven't been able to make more headway on "correcting water meter problems because they are still on order..." not
- Packet Page 9, Line 217 s/b "...most of our problems are not technical but logistics..." instead of "...Councilman Clay said I will approve the logistics..."
- Packet Page 9, Line 226 add "...these things have been on order for twelve weeks..."
- Packet Page 10, Line 152 add "2 Chainz"
- Packet Page 12, Line 232 delete "... the elimination of things..."

- 47 Packet Page 12, Line 237 move "...Director of Power Hugh Richardson said they
- 48 go by bill requests..." at the end of line 232
- 49 Packet Page 15, Line 376 add sentence "... and putting in a statement for a surety
- 50 bond..."
- 51 Packet Page 15, Line 378 add "Councilman Clay said we need to expedite signing
- 52 the contract..."
- 53 Packet Page 15, Line 398 s/b "...comparable..." not "...comfortable..."
- 54 Packet Page 16, Line 437 add "...electronic..." before "...packet..."
- 55 Packet Page 16, Line 434 s/b "...counsel..." not "...council..."
- 56 Packet Page 16, Line 454 add "my reason to adding this to the agenda has nothing
- 57 to do with the fact that after "...Councilman Clay..."
- 58 Packet Page 16, Line 454 s/b "... about the process..." not "...citizens..."
- 59 Packet Page 21, Line 681 s/b "...~~decentennial~~..." not "...centennial..."
- 60 Packet Page 7, Line 25 s/b "...Gay voted yes, Councilman Allen abstained..."
- 61 Packet Page 16, Line 412 s/b "...\$1 million..." not "...\$5 million..."
- 62 Packet Page 19, Line 569 s/b "...silhouette..." before "...tribute..."
- 63 Packet Page 19, Line 565 s/b "...do you do..." not "...to do you..."

Deleted: decennial

B. Workshop Session held February 3, 2020.

**ACTION:** Councilman Clay moved to approve Workshop Session Minutes dated February 3, 2020, with changes, seconded by Councilman Allen and motion carried as follows: (All Voted Yes).

- Packet Page 33. Line 323 s/b "...recession..." not "...resection..."
- Packet Page 33, Line 342 s/b "...does this constitute an official bid solicitation or do we still go through that with Mr. Moody?..."
- Packet Page 33, Line 349 s/b "...back end..." not "...background..."
- Packet Page 33, Line 356 s/b "...chose..." not "...close..."
- Packet Page 34, Line 376 s/b "...Square Rigger..." not "...Square Rigging..."

4. Proclamations, Resolutions, Plaques, And Announcements.

A. Presentation of a plaque to Mr. Daniel Summers, Jr. in recognition of his service to the City and time served as a Board Member for the College Park Destination Marketing Organization (DMO).

Mayor Motley Broom presented the plaque to Mr. Daniel Summers, Jr.

B. Presentation of a plaque to Ms. Beulah Lindsay in recognition of her service to the City and time served as a member of the College Park Board of Zoning & Appeals (BZA).

Mayor Motley Broom presented the plaque to Ms. Beulah Lindsay.

**(Councilman Gay briefly stepped out of council chambers)**

5. Remarks Of Citizens.

95 a. Alan Gravitt, 2129 Lyle Road, College Park, Ga., came forward to discuss the money  
 96 missing from the Tracey Wyatt Rec Center. We have a new hope that this will be  
 97 investigated thoroughly. We are eager for one thing: A just result of everybody that is  
 98 involved. We need an audit of every department in the City because there has been a  
 99 culture where at the very least we weren't careful. We would also ask that after that  
 100 audit is complete that you, as you are allowed to do as Council or Police Chief or  
 101 Mayor, request the GBI investigate this thoroughly and let them try to unravel all of  
 102 this. It is unfair that this has fallen to you (Mayor) so new to the job, but we are  
 103 counting on your skill and integrity to get it done. There should be a vote of the  
 104 Council, and we are wondering who will step up and make the motion to get all this  
 105 done.

106  
 107 **(Councilman Gay returned to council chambers)**  
 108

109 b. Steve Alexander, 2455 Roosevelt Highway, College Park, Ga., came forward to discuss  
 110 the proposed name change of Roosevelt Highway. What is the purpose of the name  
 111 change? And will there be a public hearing due to the fact that I have to put all the stuff  
 112 out? I am affected by that change. I request also that you do a full audit as well.

113  
 114 c. Emmanuel Rainey, Jr., 2300 Godby Road, College Park, Ga., came forward and said I  
 115 want to speak on the accusations being made against my father and Cresit Dowdell who  
 116 I consider close family. I also consider everyone here in the city family. I have  
 117 dedicated hundreds of hours of volunteer time to this city, and for my father and Cresit  
 118 to be slandered in the media is absurd.

119  
 120 The accusations being made about my father and Cresit by Fox 5 are about a secret  
 121 account that steals from funds from parents and sponsors that go towards life changing  
 122 experiences for me and hundreds of you that come from this community. The money  
 123 donated allowed young members of this community to participate in tournaments in  
 124 over 5 states, go on tours, and to play basketball at Disney White Water Sports, to name  
 125 a few. I ask some of the parents of those youths that benefitted from these experiences  
 126 here today, along with sponsors, coaches, and the families of those being accused, if  
 127 you could, please stand up.

Deleted: (ph)

128  
 129 **(Sponsors, coaches, and families of the accused stood up in the audience)**  
 130

131 Mr. Rainey, Jr. said thank you. Those experiences have led to a number of young  
 132 people to become professional athletes, college graduates, to become model citizens  
 133 representing the City of College Park in an incredibly positive way. To the media, the  
 134 funds that these people donated, along with participation in multiple fundraisers; that  
 135 include tournaments, concessions, and other staff that have provided significant  
 136 amounts of their time to support their children's participation in basketball and other  
 137 activities. And for their efforts to be portrayed in the media, not by the City of College  
 138 Park, as something other than extremely impeccable and life changing is blasphemous.  
 139 My father and Cresit are pillars in this community. My father and Cresit are pillars in  
 140 this community. They deserve nothing less than applause for the amount of time and

142 dedication they have put towards the youth in the same community that they grew up  
 143 in. They have tried to shine a light on this community that would be fairly dim if they  
 144 did not put forth the efforts that they did. They have been present for over 20 years, not  
 145 only at the Brady Center, Tracey Wyatt Recreation Center, and other entities.

146  
 147 I would like the citizens of this community to understand that the impact these  
 148 accusations are making on those affected and their families are detrimental to, not only  
 149 their families, but also their efforts. My father and Cresit deserve more respect for their  
 150 efforts and time in the media than they have been shown. It would be great for the City  
 151 of College Park to be more supportive. Thank you.

- 152  
 153 d. Jack Longino, 3348 Harris Drive, College Park, Ga., came forward and said I am very  
 154 disappointed Mayor & Council Members. First off, it's a weak Mayor, strong Council,  
 155 and strong City Manager. I came a week ago Saturday to an event that I was invited to.  
 156 The cameras were stuck in my face asking me about this secret account. To begin with,  
 157 City Manager runs the day-to-day operations in this City, unless you all change it. He  
 158 is responsible for the budget, the audit, for every department, including the finance  
 159 department. He is responsible for every account that is assigned. You can't open an  
 160 account in this City without opening it, without the accounting knowledge and his (City  
 161 Manager) knowledge.

162  
 163 What I'm disappointed in how it is being laid out. The news media has no business in  
 164 playing this out however it comes out. I stand before you and God tonight and tell you  
 165 you won't find no dirt on me. You have to dig with a big shovel because you are not  
 166 going to find it.

167  
 168 I will leave you with one thing tonight. If anybody ever remembers Richard Jewel  
 169 being played out in the news media; that is the way I feel, because I have had a dozen  
 170 or more phone calls since that story aired of what I have done wrong. So, I give you  
 171 the cautionary tonight Mayor. I understand, not only were you interviewed that day,  
 172 you came into the center to see if I was even there yet. If this is truly an employee  
 173 problem, it should never be aired in the news media, until the conclusion is true to  
 174 exactly what it is. I appreciate your time. But remember Richard Jewel, because you  
 175 tear down my integrity, I'm coming. Thank you.

- 176  
 177 e. Fritz Engelmann, 1966 Mercer Avenue, College Park, Ga., came forward and said  
 178 Emmanuel and the other lady were doing the best thing for the community and the  
 179 children. We all need that type leadership in our community. If that's a situation  
 180 where everybody claims that nobody knows what was going on, what else is going on?  
 181 I do think the community would like to see a forensic audit go back as far as they can  
 182 go. Hopefully, they will find nothing. Hopefully, it will bring a clean start to the great  
 183 group of leaders we have now. I know the 5 of you up here will do the right thing, and  
 184 we all appreciate it. Thank you.

185  
 186 6. Other Business.

187

188 A. Discussion and update on recently adopted ordinances and resolutions.

189

190 There was no discussion on this item.

191

192 B. Planning Board Appointment.

193

194 Mayor Motley Broom appointed Susan Coleman to the Planning Commission.

195

196 Councilman Clay asked, does she live in our city?

197

198 Mayor Motley Broom said yes, on Mercer Avenue.

199

200 **ACTION:** Councilman Clay moved to approve the Mayor's Appointee, Susan Coleman, to the  
201 Planning Commission, seconded by Councilman Allen and motion carried. (All  
202 Voted Yes).

203

204 7. Public Hearings.

205

206 A. Consideration of a request to set a Public Hearing to consider a Conditional Use Permit at  
207 3891 Main Street, College Park, Georgia 30337 to allow for a car rental facility in the  
208 TOD - Transit Oriented District. Ward 1.

209

210 Councilman Clay said it sounds like you were recommending that the individual not be able  
211 to sell rental cars or rent cars to non movie people; is that correct?

212

213 City Planner Michelle Alexander came forward and said this is to allow for general rental.  
214 Right now there are 7 conditions.

215

216 Councilman Clay said on packet page 43, middle paragraph (reading), what do you  
217 consider similar uses to be?

218

219 City Planner Michelle Alexander said existing car storage that is currently owned by the  
220 applicants to another property. This is the other properties that are more intense such as the  
221 airport parking limo service.

222

223 Councilman Allen asked, what will happen to the other property that they are moving from?

224

225 City Planner Michelle Alexander said the applicant is here to answer that. I believe they  
226 were requesting to continue to use storage on that facility.

227

228 Councilman Clay said that's not part of this request though.

229

230 City Planner Michelle Alexander said no, it's not.

231

232 Councilman Clay asked, would that property go back to its previous use?

233

Deleted: opened



235 City Attorney Winston Demark said it's hard to say Councilman. I would have to look at it.  
 236 I do not think you would be able to maintain the conditional use that was granted.

237  
 238 Councilman Clay said okay.

239  
 240 **ACTION:** Councilman Clay moved to approve a request from City Planner Michelle  
 241 Alexander to set a Public Hearing for March 2, 2020 to consider a Conditional Use  
 242 Permit at 3891 Main Street, College Park, Georgia 30337 to allow for a car rental  
 243 facility in the TOD- Transit Oriented District, seconded by Councilman Taylor and  
 244 motion carried. (All Voted Yes).

245  
 246 B. Public Hearing to consider a Conditional Use Permit at 3950 Conley Street, College Park,  
 247 Georgia 30337 to allow for a car sharing operation in the C2 - Community Business  
 248 District. Ward 2. NO ACTION TAKEN

249  
 250 Mayor Motley Broom declared the public hearing open.

251  
 252 Mayor Motley Broom asked if there was anyone from the public who would like to speak  
 253 for or against the Conditional Use Permit at 3950 Conley Street.

254  
 255 Mr. David Boyd, Allstate Insurance, 2775 Sanders Road, North Brook, Illinois, came  
 256 forward and said I have been working with City Staff and Planning Department to bring  
 257 about this Conditional Use to allow Avail Car Sharing to begin to operate within this  
 258 facility. Avail Car Sharing is part of the new mobility. It is based off of an app. Our  
 259 strategic partner would be Park N Fly. We are taking approximately 100 spaces from Park  
 260 N Fly. We don't anticipate that we would negatively impact the capacity of their transit  
 261 system. There will be a small kiosk on the property to check the cars in and out. I'd be  
 262 happy to answer any questions. I think there is a video, if you would like to see it.

263  
 264 Ms. Merri Sheffield, 3366 College Street, College Park, Ga., came forward and said I am  
 265 part of the Neighborhood Watch. Is there going to be a sticker or something on the car so  
 266 that when I see Councilman Clay's car down the road, I'm going to know that someone  
 267 didn't steal it? How are we going to watch out for each other?

268  
 269 Mr. Kaseem Ladipo, 1951 Rugby Avenue, College Park, Ga., came forward and said  
 270 through the Planning Commission, I was able to hear from Allstate of their car rental  
 271 business. The concern of security came up. They said security isn't an issue. We get a lot  
 272 of car rental revenue, and we don't know whether they have any type structure in place to  
 273 provide some type of rental tax for the benefit of College Park.

274  
 275 Mr. Fritz Engelmann, 1966 Mercer Avenue, College Park, Ga., came forward and said this  
 276 is like a new version of Airbnb's. At least this gives an opportunity for local residents that  
 277 would like to put their pick-up truck or car into the rental system, instead of having Uber  
 278 come to their house and Merri call the police on them. You will also see it happen with the  
 279 rental RV's. Legislature is going to be imposing some tax on some of these apps. Maybe  
 280 there will be a tax imposed on Avail that the City can benefit from. I would like you to look  
 281 at how it will benefit us too. Thank you.

282 Mayor Motley Broom declared the public hearing closed.

283  
284 Councilman Clay said one of the things that was supposed to be done was research on  
285 the potential for collecting car rental tax, and that that be conducted prior to final approval.  
286 Has anything been done between either of you in that regard?

287  
288 City Planner Michelle Alexander came forward and said yes. We looked at what the State  
289 Legislature says. We coordinated with Winston’s office, and they responded. The State’s  
290 excise tax would not apply to Avail. The City could not adopt any tax authority, other than  
291 the regular occupation tax.

292  
293 Councilman Clay asked, are you saying that we will lose rental car tax on 100 spaces; is that  
294 correct?

295  
296 City Planner Michelle Alexander said that is only if they are actually taking away from  
297 existing car rentals in other places.

298  
299 Councilman Clay said you don’t know the impact. But if all things were equal, then we lose  
300 100 spaces where people can park their cars.

301  
302 City Planner Michelle Alexander said we are not losing rental tax on those spaces.

303  
304 Councilman Clay asked, is there any other revenue from Park N Fly that we are going to  
305 lose, as a result of these 100 spaces? And, is there anything to replace it?

306  
307 Director of Finance & Accounting Althea Philord-Bradley came forward and said we don’t  
308 receive any revenue from Park N Fly. The real property tax is based on what is currently at  
309 the site and property values, but we would not lose any tax.

310  
311 Councilman Clay asked, would we get the sales tax?

312  
313 Director of Finance & Accounting Althea Philord-Bradley said I’m not sure.

314  
315 Councilman Clay asked, are they paying sales tax?

316  
317 Mr. Boyd said I do not know the answer to that. Our commitment is to pay any and all tax  
318 and fees that the City would place upon this business, whether that is sales tax through Park  
319 N Fly or otherwise.

320  
321 Councilman Clay asked, are the sales or rentals of these cars, are they taxable by the City as  
322 sales tax?

323  
324 Director of Finance & Accounting Althea Philord-Bradley said as far as the state collects  
325 that tax, they distribute it down to the City. If that goes down, then our distribution goes  
326 down.

Deleted: collection  
Deleted: stacks  
Deleted: comes

331 Councilman Clay asked, are we losing revenue or not?  
332  
333 Director of Finance & Accounting Althea Philord-Bradley said we could potentially lose  
334 revenue, yes.  
335  
336 Councilman Clay reading from document. No additional shuttle rides shall be conducted  
337 between the property and the airport as a result of the Avail program. How do we ascertain  
338 that there are no additional shuttle rides?  
339  
340 City Planner Michelle Alexander said the only enforcement mechanism would be to have a  
341 recording requirement added onto the Occupational License. We could require Park N Fly  
342 to demonstrate and document what kind of shuttle service they have, before or after.  
343  
344 Councilman Clay said so we could add that on to the Conditional Use.  
345  
346 City Planner Michelle Alexander said yes.  
347  
348 Councilman Clay said that is something we might want to consider adding on.  
349  
350 Councilman Clay said there is a statement on packet page 56, forth paragraph, last sentence  
351 (reading). I think the target audience are primarily airport employees; is that correct?  
352  
353 Mr. Boyd said no. They tend to be a variety of people. It may range from deployed active  
354 service personnel, parents who have children at college who decide to make an extra car  
355 available for extra income, or a vacationer.  
356  
357 Councilman Clay said people will be coming in and out. So I disagree with the statement  
358 that there will not be more traffic. You will have more traffic while that vehicle is there.  
359  
360 Mr. Boyd said that scenario is possible.  
361  
362 Councilman Clay said you are at least going to double the traffic for those 100 spaces over  
363 that period.  
364  
365 Mr. Boyd said if you are operating at full capacity of that period of 6 to 10 days, you could  
366 double that volume.  
367  
368 Councilman Allen asked, how does the insurance work?  
369  
370 Mr. Boyd said Allstate is a rather large insurance company. We carry \$1 million on every  
371 vehicle that is rented when it goes out the door.  
372  
373 Councilman Allen said if I come in and drop off my car, and I'm gone, and somebody rents  
374 it, do you check it every single time before it goes out?  
375

376 Mr. Boyd said absolutely. There is an extensive log in and log out process. The cars have  
377 to be 10 years old or less. We do turn cars away that come in and don't meet our standards.  
378 We also place a tracking device in the car so we know where that vehicle is and how it is  
379 being used.

380  
381 Councilman Allen asked, what if I come in and leave my car, and I will be gone for a week  
382 to China, and I am stuck over there for 2 months, and the car is there, so what do you do in  
383 that case?

384  
385 Mr. Boyd said we will communicate with you through the app.

386  
387 Councilman Allen said and I come back a month and a half later, and there is no charge for  
388 parking there.

389  
390 Mr. Boyd said correct.

391  
392 Councilman Allen asked, let's say I'm gone to Europe for 2 weeks, and the weather is bad  
393 there, and I decide to come back early, and I come back and my car is gone, what happens to  
394 me in that case? Do you take one of the other cars?

395  
396 Mr. Boyd said we will make an attempt to contact the borrower, and if we are unable to do  
397 that, we will take care of you.

398  
399 Councilman Allen asked, do you have that situation come up very often?

400  
401 Mr. Boyd said I would not say very often.

402  
403 Councilman Allen asked, say I just walk in and have your app on my phone, can I pick up  
404 your car and take off for 2 or 3 days and use it and come back and not worry about paying  
405 any insurance?

406  
407 Mr. Boyd said in an effort to manage airport traffic, this current program only allows  
408 borrowers who are non local.

409  
410 Councilman Allen asked, but I can leave my car in that program?

411  
412 Mr. Boyd said absolutely.

413  
414 Councilman Gay said when you rent a car, I thought some of that money comes to the City  
415 of College Park.

416  
417 Mayor Motley Broom said it does, but this program would not.

418  
419 Councilman Gay said so you are competing against our revenue in this scenario. I think this  
420 City has to be careful of that. And if there is a threat against our revenue, we have to think it  
421 through.

422 Mr. Boyd said Georgia Legislature is looking at this issue trying to define peer to Peer car  
 423 sharing. They are looking at the insurance and revenue stream.

Deleted: pier to pier

424  
 425 Councilman Gay asked, would you mind waiting until after the legislative session to come  
 426 back to us?

427  
 428 Mr. Boyd said yes.

429  
 430 Mayor Motley Broom said I don't think there is anything pending in the legislature  
 431 regarding this issue right now. I know they are addressing short-term rentals in a number of  
 432 ways. There is a Preemption Statute out there, and GMA has something regarding that as  
 433 well, but I don't think there is any legislature surrounding this.

434  
 435 Mr. Boyd said there are 2 Bills under consideration.

436  
 437 Mayor Motley Broom said I don't know about the peer to peer vehicle sharing.

438  
 439 Mr. Boyd said we do employ local residents in our business starting at 10 full-time  
 440 positions. The HR people tell me that those positions pay somewhere in the \$16.00 to  
 441 \$24.00 an hour range. Hopefully, we would grow and we would be able to add more jobs  
 442 and economic opportunities for residents.

443  
 444 Councilman Allen asked, what would the employees be doing?

445  
 446 Mr. Boyd said they are involved in the check-in process, greet customers, inspect vehicles,  
 447 clean the vehicles, and provide 24/7 security at the site.

448  
 449 Councilman Clay said you have \$1 million worth of insurance on a car. If I leave my car  
 450 there, and it is totaled, it is covered, but is there any personal liability to me? And the  
 451 person that comes in has insurance.

452  
 453 Mr. Boyd said I am neither a licensed insurance agent nor an attorney.

454  
 455 Councilman Clay said we have a lot of businesses that come and tell us about jobs. The jobs  
 456 come from somewhere else and not College Park. I'm not sold on the job aspect.

457  
 458 Mayor Motley Broom asked, is there a motion?

459  
 460 There was no motion made.

461  
 462 8. Bids, Change Order Requests And Contracts.

463  
 464 A. Consideration of and action on a request for approval to purchase one replacement Life  
 465 PAK Cardiac Monitor used on medical scenes for the Fire Department.  
 466

468 **ACTION:** Councilman Clay moved to approve a request from Fire Chief Wade Elmore to  
 469 purchase one replacement Life PAK Cardiac Monitor used on medical scenes for  
 470 the Fire Department, seconded by Councilman Gay and motion carried. (All Voted  
 471 Yes).

472  
 473 B. Consideration of and action on a request for approval to purchase replacement fire  
 474 protective gear.

475 **ACTION:** Councilman Clay moved to approve a request from Fire Chief Wade Elmore to  
 476 purchase replacement fire protective gear, seconded by Councilman Allen and  
 477 motion carried. (All Voted Yes).

478  
 479  
 480 C. Consideration of and action on a request for approval of the annual renewal of the  
 481 ESRI/GIS software license utilized for GIS city-wide mapping operations.

482  
 483 Mayor Motley Broom asked, is the renewal locked for the next 2 years?

484  
 485 Chief Information Officer Michael Hicks came forward and said yes.

486  
 487 **ACTION:** Councilman Clay moved to approve a request from Chief Information Officer  
 488 Michael Hicks for the annual renewal of the ESRI/GIS software license utilized for  
 489 GIS city-wide mapping operations, seconded by Councilman Allen and motion  
 490 carried. (All Voted Yes).

491  
 492 D. Consideration of and action on a request for approval of the renewal of performance  
 493 management software utilized to monitor major projects (Quantum Workplace).

494  
 495 Councilman Clay said City Attorney, you signed off on the contract, but it does not allow  
 496 our normal 30-day out.

497  
 498 City Attorney Winston Demark said I didn't look for that, but you may be right.

499  
 500 Councilman Clay said it is an automatic 1-year renewal.

501  
 502 Chief Information Officer Michael Hicks came forward and said I do have an update for  
 503 you. It is a 30-day out. They changed it from 45 days to 30-day out.

504  
 505 Councilman Clay said normally when we write contracts, we write them with a 30-day out  
 506 so you can get out in 30 days anytime; is that correct, City Attorney?

507  
 508 City Attorney Winston Demark said yes.

509  
 510 Councilman Clay said and that is not the case in this contract.

511  
 512 Mayor Motley Broom asked, what was our agreement with Quantum of the software prior to  
 513 this? Did we have at any time a 30-day out?

514

515 Chief Information Officer Michael Hicks said it was a 45-day out, other than that one year,  
516 and we bring it back and renew it.

517  
518 Councilman Clay asked, how close are we to the 45-day renewal window now?  
519

520 Chief Information Officer Michael Hicks said we are close.

521  
522 Councilman Clay asked, how close?  
523

524 Chief Information Officer Michael Hicks said today.

525  
526 Mayor Motley Broom said I don't see an issue with this particular contract. Is there a  
527 motion?  
528

529 Councilman Clay said if we don't vote on it we are locked in, unless we vote no.

530  
531 City Attorney Winston Demark said the contract will automatically renew, if no action is  
532 taken tonight.  
533

534 Councilman Clay said I suggest that we go back to them, look it over, and see if we can  
535 renegotiate the contract for a 30-day out.  
536

537 **ACTION:** Councilman Clay moved to deny a request from Chief Information Officer Michael  
538 Hicks for the renewal of performance management software utilized to monitor  
539 major projects (Quantum Workplace) with instructions to renegotiate the contract,  
540 seconded by Councilman Gay and motion carried. (All Voted Yes).  
541

542 E. Consideration of and action on a request for approval of the renewal of the Fortigate Fire  
543 Wall software that provides advance threat protection for our environment.  
544

545 Councilman Gay asked, when are you bringing back the app for the community and  
546 departments for deficiencies, why wasn't that part of these purchases?  
547

548 Chief Information Officer Michael Hicks came forward and said Mr. Willis just finished  
549 putting the RFP together. We will have it March 3, 2020.  
550

Deleted: 0

551 **ACTION:** Councilman Clay moved to approve a request from Chief Information Officer  
552 Michael Hicks for the renewal of the Fortigate Fire Wall software that provides  
553 advance threat protection for our environment, seconded by Councilman Taylor  
554 and motion carried. (All Voted Yes).  
555

556 9. Unfinished (Old) Business.

557  
558 A. Consideration of external public relations contractual services.  
559

560 Director of Communications Gerald Walker came forward to explain the item.

562 Mayor Motley Broom asked, do you have any recommendation of the 3 (Pineapple Public  
563 Relations, M320 Consulting, and Phase:3 Marketing & Communications)?

564  
565 Director of Communications Gerald Walker said I have worked with 1 of the 3 finalists. I  
566 am feeling rather confident about the 3 that are before you.

567  
568 Mayor Motley Broom asked, did M320 indicate that it wouldn't seek contract vendors?

Deleted: measures

569 Director of Communications Gerald Walker said I believe they indicated no third party.

570  
571 Councilman Gay said there are 2 businesses that are giving you a bid range amount. I don't  
572 know that you can accept a bid range.

573  
574 Director of Communications Gerald Walker said I need to praise my colleague Mr. Moody  
575 for putting together a very complete bid preparation for the respondents. The one thing I see  
576 causing that range to come up is in his bid he used a standard bid.

577  
578 Councilman Gay said you can't select a bid based on a range, otherwise you are not  
579 competing against the other people.

580  
581 City Manager Terrence Moore said some firms submitted their range based on the need to  
582 engage in videography, photography, and those types of things.

583  
584 Mayor Motley Broom said we need to send it back.

585  
586 City Manager Terrence Moore said it is appropriate to give us a few weeks to consider that,  
587 and table it until that time frame.

588  
589 Councilman Clay asked, is it possible for Gerald to define what we actually need? We  
590 don't need photography because Warren Bond provides that. We can provide a list, and sit  
591 down with each of the people and say, okay, this is what we actually want, and what is your  
592 number in that range for that? So, in other words, clarify the bid.

Deleted: needed

593  
594 Councilman Gay said I think you need to take another look at it by cost.

595  
596 Mayor Motley Broom asked, what about the ones that did not submit information?

597  
598 Councilman Gay said you can omit them.

599  
600 Mayor Motley Broom asked, of the 9 bidders, were the other 6 incomplete?

601  
602 Purchasing Agent Willis Moody came forward and said there were 4 complete and 4  
603 incomplete.

604  
605 Mayor Motley Broom asked, was that based upon cost, the other one?  
606  
607



610 Director of Communications Gerald Walker said I was given the directive to have 3 finalists.

611  
612 Councilman Clay said I change my motion to table and come back with the 4 bidders with  
613 re-evaluation of the numbers.

614  
615 **ACTION:** Councilman Clay moved to defer consideration of external public relations  
616 contractual services and to come back with four bidders, seconded by Councilman  
617 Allen. Councilman Clay voted yes to defer. Councilman Allen voted yes to defer.  
618 Councilman Taylor voted yes to defer. Councilman Gay abstained. Motion  
619 carried.

620  
621 B. Consideration of ancillary banking institution services.

622  
623 Director of Finance & Accounting Althea Philord-Bradley came forward to explain the  
624 request.

625  
626 Councilman Gay said the draft RFP is fine. You can select a bank that participates in  
627 community investment credits. Our current bank, SunTrust does. However, they could  
628 receive additional reinvestment credit, if they give some of their business to a smaller  
629 community bank. So, if you take your draft and put the language for “Community Re-  
630 Investment Act” in, the bank should probably participate.

631  
632 Councilman Gay said I spoke with SunTrust, and I spoke with the Community Bank  
633 president, and they gave me another recommendation. Another way that cities can work  
634 with smaller banks with its deposits is to ask the bank to participate with a smaller bank and  
635 give them some of their business. For example, SunTrust can get additional tax credits if  
636 they simply give smaller community banks some of their business. And I think that was the  
637 spirit of the motion when I first made it.

638  
639 Councilman Clay asked, is the goal to spread the business around, or is it also to be able to  
640 make loans available to citizens that they might not be able to get otherwise? I thought the  
641 intent was to try to get more micro loans to our citizens.

642  
643 Councilman Gay said initially, it is to give smaller community banks some of our business.  
644 And I said 1 percent. How you do business with them is defined in your scope of work. To  
645 do an RFP, and to do business with a community bank that does Community Reinvestment,  
646 Credit, I think that will accomplish the goal.

647  
648 Councilman Clay said there was 1 correction that I had for positive pay.

649  
650 Director of Finance & Accounting Althea Philord-Bradley came forward and said we are not  
651 going to be using positive pay. We are adding National Credit Act of 1977 as criteria.

652  
653 Councilman Gay said we can also be more specific as to what credit you want them to offer.  
654

655 Director of Finance & Accounting Althea Philord-Bradley said I did send your email to  
656 SunTrust. I have not received a response back.

657  
658 It was the consensus of Mayor and Council to move forward with ancillary banking  
659 institution services.

660  
661 C. Multi Family Tier Standards.

662 **ACTION:** Councilman Clay moved to approve Multi Family Rentals Tier Standards,  
663 seconded by Councilman Taylor and motion carried. (All Voted Yes).

664  
665  
666 10. New Business.

667  
668 A. Consideration of a Discretionary Funds Policy governing the use of individual elected  
669 official discretionary budgets.

670 Director of Finance & Accounting Althea Philord-Bradley came forward to explain the  
671 item.

672  
673 Councilman Clay said there is a mix of things that goes beyond discretionary policy. What  
674 should we conclude from this?

675  
676 Director of Finance & Accounting Althea Philord-Bradley said I requested some examples  
677 from other cities. And the list that you currently have, I am looking for direction.

678  
679 Mayor Motley Broom said the closest one is City of Atlanta.

680  
681 Councilman Clay said the problem I had with them is all sorts of things are mixed into it.

682  
683 Councilman Gay asked, could you draft one Althea and bring it back?

684  
685 Director of Finance & Accounting Althea Philord-Bradley said I wanted to be sure that we  
686 are in line with the law.

687  
688 City Attorney Winston Demark said the standard is whether it is a service that the City of  
689 College Park could provide itself. And, if the City of College Park can provide it directly,  
690 then there is nothing that would prohibit the City of College Park from contracting with  
691 another service provider to provide that service.

692  
693 Councilman Clay said and if we did that, I can give \$200.00 out of my discretionary fund to  
694 go to that account.

695  
696 City Attorney Winston Demark said yes, sir.

697  
698 Mayor Motley Broom said we need to move on the draft and ordinance for that.

699  
700

701 City Attorney Winston Demark said yes.

702  
703 It was the consensus of Mayor and Council to draft a Discretionary Ordinance governing the  
704 use of individual elected official discretionary budgets.

705  
706 B. Consideration of a Travel Policy governing the use of elected official and City employee  
707 travel budgets.

708  
709 Director of Finance & Accounting Althea Philord-Bradley came forward to explain the item.  
710 We drafted a policy for your approval tonight.

711  
712 Councilman Clay said I had some questions that you got back to me on, but I think we  
713 should bring them up. On packet page 145 under Per Diem, it depends on what time of the  
714 day you leave whether you get credit for the whole day or part of the day, or what have  
715 you. If you follow the government regulation of 75 percent of the per diem, the concern I  
716 had is that we are saying under per diem that the rate begins when you start to travel. And if  
717 you start to travel early in the morning, and if you are like me, I don't eat breakfast, I just go  
718 and have a big lunch.

719  
720 Mayor Motley Broom said I am fine with the \$85.00 a day rate.

721  
722 Director of Finance & Accounting Althea Philord-Bradley said so not the General Services  
723 Administration (GSA) standard, but our own standard rate.

724  
725 Councilman Clay said it sounds like that is what we are agreeing on. The other thing is take  
726 out per diem transportation to and where the meals are taken, and tips to bag handlers and  
727 taxi drivers, near the bottom of the page. The second thing is a dinner trip, it makes it a lot  
728 less complex. I usually take the subway when I go to D.C. usually. And if I take the  
729 MARTA downtown for a meeting, why wouldn't we pay transportation for that?

Deleted: ticket

730  
731 Mayor Motley Broom said the transportation aspect of it is fine. I don't think we should pay  
732 for your hotel, if you stay downtown Atlanta.

733  
734 Councilman Gay said I have 3 comments. I don't see in the policy that if an employee  
735 leaves, that we are reimbursed. Could that be added?

736  
737 Director of Finance & Accounting Althea Philord-Bradley said yes.

738  
739 Councilman Gay said often times some of the seminars we go to, one or two sessions, and  
740 the remainder of the time is spent non training. So, what could you put in here to ensure that  
741 we are actually attending these training sessions and not just doing one and not going to the  
742 others?

743  
744 Mayor Motley Broom said there is something in there about that.

745

747 Director of Human Resources & Risk Management Charles Cook came forward and said we  
 748 can implement some language in the policy that will make sure that people have attended the  
 749 classes. We can require the employee to document the class and what they have learned.

750  
 751 Councilman Gay asked, how does the City get the benefit back from the training? Are they  
 752 going to start giving us the best practices from what they have learned?

753  
 754 Mayor Motley Broom said that language is on the last page.

755  
 756 Councilman Gay asked, who do they give it to?

757  
 758 Director of Finance & Accounting Althea Philord-Bradley said they give it to the City  
 759 Manager.

760  
 761 City Manager Terrence Moore said we are creating an environment to offer a format of what  
 762 they learned.

763  
 764 Mayor Motley Broom said on packet page 145, there is no mention of rental vehicles, the  
 765 size.

766  
 767 Director of Finance & Accounting Althea Philord-Bradley said we can add that.

768  
 769 Director of Finance & Accounting Althea Philord-Bradley said on packet page 145, are we  
 770 okay with striking page 146? Are we striking out transportation?

771  
 772 Mayor & Council said yes.

773  
 774 **(Councilman Gay briefly stepped out of council chambers)**

775  
 776 It was the consensus of Mayor and Council to revise the Travel Policy governing the use of  
 777 elected official and City employee travel budgets and bring it back for approval.

Deleted: .

778  
 779 C. Consideration of and action on a request to adopt a Resolution authorizing the renaming  
 780 of portions of Roosevelt Hwy (Hwy 29) located within the corporate city limits of the  
 781 City of College Park to Main Street. Ward 4.

782  
 783 City Manager Terrence Moore explained the request.

784  
 785 **(Councilman Gay returned to council chambers)**

786  
 787 Mayor Motley Broom discussed giving residents the chance to speak about changing the  
 788 name for portions of Roosevelt Highway.

789  
 790 Councilman Clay agreed.

791

793 Councilman Gay agreed. The motion to rename was approved. I thought this action was to  
794 enter into a resolution. I thought it was step 2 of the process tonight.

795  
796 Director of Airport Affairs Gary Young came forward to explain next steps. All the  
797 businesses and property owners should be notified.

798  
799 Councilman Gay said for the record, 3 weeks ago I sent an email to Gary Young specifically  
800 asking him to send a letter to every property owner to notify them, did I not?

801  
802 Director of Airport Affairs Gary Young said yes, you did. And it was to determine whether  
803 it was Main Street or Main Street South. That was Monday. It was published on the 3<sup>rd</sup> or  
804 4<sup>th</sup>.

805  
806 Mayor Motley Broom said in the minutes I don't see that there was a motion made or a  
807 second. So, I suggest we put it on the agenda for the next meeting.

808  
809 Councilman Clay asked, are we going to invite the public to comment? And if we've  
810 already decided that it is a done deal, and we are going to name it Main Street, and if we get  
811 overwhelming comment from the owners that they don't want this change due to hardship,  
812 it seems disingenuous to say to them, well, it's your opportunity to comment, but it doesn't  
813 mean anything because we have already made up our mind.

814  
815 Councilman Gay said to your point Councilman Clay, the people that it represents are not  
816 property owners. And just to backtrack, there was a discussion among the Ward 4 board  
817 appointees that liked the idea to rename Roosevelt that do not support me. As a family, we  
818 try to move together forward. We decided that Roosevelt has taken on a bad connotation,  
819 like Bankhead and Stewart Avenue.

820  
821 Mayor Motley Broom asked, can the letter go out this week, and we take it up at the March  
822 3, 2020 meeting?

823  
824 Director of Airport Affairs Gary Young said if we get with the tax office and get the  
825 documents of all the property owners, we can.

826  
827 City Manager Terrence Moore said we probably need more time.

828  
829 **ACTION:** Councilman Clay moved to table the request from Special Projects Administrator  
830 Jackson Myers to adopt a Resolution authorizing the renaming of portions of  
831 Roosevelt Hwy (Hwy 29) located within the corporate city limits of the City of  
832 College Park to Main Street, until the next Regular Session of Mayor and Council  
833 to be held on the March 16, 2020, seconded by Councilman Allen and motion  
834 carried. (All Voted Yes).

835  
836 D. Consideration of and action on a request to impose a 120-day moratorium on tire shops.

837  
838 Director of Inspections Oscar Hudson came forward and said I would like a 120-day  
839 Moratorium on tire shops. They are violating the code now.

840 **ACTION:** Councilman Clay moved to approve the request from Director of Inspection Oscar  
 841 Hudson to impose a 120-day moratorium on tire shops, seconded by Councilman  
 842 Allen and motion carried. (All Voted Yes).

843  
 844 E. Consideration of a city-wide Forensic Audit and Comprehensive Evaluation of Policies  
 845 and Procedures.

846  
 847 Mayor Motley Broom said we have a duty to employees and citizens to make sure that we  
 848 are running an operation that is ethical, honest, and always full of integrity. So based upon  
 849 that, I think we need to take a look at how we are doing business as a city, and a forensic  
 850 audit city-wide, and an evaluation of our policies and procedures is necessary at this time.

851  
 852 Councilman Gay asked, when is the next internal audit by the auditors? Can you substitute  
 853 that for the forensic audit?

854  
 855 City Manager Terrence Moore said no. This would be a separate consideration altogether.  
 856 If there is some interest in proceeding in that regard, I would like to facilitate a workshop  
 857 session. I will summarize guidelines to that effect. I am prepared to accept direction as  
 858 needed.

859  
 860 It was the consensus of Mayor and Council to discuss the consideration of a city-wide  
 861 Forensic Audit and Comprehensive Evaluation of Policies and Procedures at the March 2,  
 862 2020 Workshop Session.

863  
 864 11. City Attorney's Report. None.

865  
 866 12. City Manager's Report.

867  
 868 A. Discussion and update on the top ten delinquent property tax payers. NO ACTION  
 869 REQUIRED.

870  
 871 Councilman Clay said on packet page 165, I did have questions for the 1 and 4 items on the  
 872 list, and I received an answer from Althea.

873  
 874 **(Councilman Taylor briefly stepped out of council chambers)**

875  
 876 Councilman Clay said the lien gets put on the first of the tax year and could be retroactive,  
 877 but it wasn't clear to me whether it gets put on the 2019 or 2020 tax year.

878  
 879 Director of Finance & Accounting Althea Philord-Bradley came forward and said the lien is  
 880 in March after 2020, if they do not pay before the October deadline.

881  
 882 Councilman Clay said if somebody is behind on their 2019 taxes, and we want to apply for a  
 883 lien, then they get a 30-day notice, and then the lien gets applied. But will it get applied  
 884 effective as of January 1, 2019, or January 1, 2020?  
 885

886 Director of Finance & Accounting Althea Philord-Bradley said it will get applied January of  
887 2020.

888  
889 Councilman Clay said so it will be after the year of the tax year?  
890

891 Director of Finance & Accounting Althea Philord-Bradley said correct.

892  
893 **(Councilman Taylor returned to council chambers)**

894  
895 Councilman Gay said I was recommending that we file a lien because you can't always  
896 know when the sales take place.

897  
898 Councilman Clay said that was part of my problem and the other is bankruptcy.  
899

900 Director of Finance & Accounting Althea Philord-Bradley asked, isn't there a State Law that  
901 requires us to wait to file, a certain deadline?

902  
903 City Attorney Winston Demark said I'm not familiar with that.

904  
905 Director of Finance & Accounting Althea Philord-Bradley said I think there is a time period  
906 that we have to wait.

907  
908 City Attorney Winston Demark said for property taxes, yes, we have to wait, whatever the  
909 statutory period is.

910  
911 Director of Finance & Accounting Althea Philord-Bradley said utilities are different.

912  
913 Councilman Clay asked, are we doing anything about these?

914  
915 Director of Finance & Accounting Althea Philord-Bradley said after March 23, 2020, yes.  
916 We have 30 days from that date.

917  
918 Councilman Gay said so we can't file a lien because they still have time to pay the debt.

919  
920 Director of Finance & Accounting Althea Philord-Bradley said correct.

921  
922 Councilman Gay asked, so if they sell before March 23, 2020, we don't get protected.

923  
924 Director of Finance & Accounting Althea Philord-Bradley said they still have to pay it.

925 City Attorney Winston Demark said our right to receive payment does not go away.

926  
927 Councilman Gay asked, how do we know they have a debt, if she has not filed it? How does  
928 the buyer know that they owe College Park?

929  
930 Director of Finance & Accounting Althea Philord-Bradley said if we don't do a title search,  
931 they will not know.

932 Councilman Gay asked, instead of a letter, can we file the bill?  
933  
934 Director of Finance & Accounting Althea Philord-Bradley said yes.  
935  
936 City Attorney Winston Demark said whatever the statutory period is, our hands are tied.  
937  
938 Councilman Clay asked, have we put a lien on the 2018 taxes?  
939  
940 Director of Finance & Accounting Althea Philord-Bradley said yes. There is one that  
941 provided us with a check, and it bounced.  
942  
943 B. Discussion and update on the top ten delinquent utility customer accounts. NO  
944 ACTION REQUIRED.  
945  
946 Councilman Clay said on packet page 169, the last apartment, they owe us almost  
947 \$21,000.00. It says we have not cut them off yet.  
948  
949 Councilman Gay said Crystal Equities, LLC, they came to the City and talked with City  
950 Manager and Althea. I contacted Hugh on their behalf because this is a 100 percent rehab  
951 property with the exception of 1 building. They have underground leaks throughout the  
952 property.  
953  
954 Director of Finance & Accounting Althea Philord-Bradley said the bill was about  
955 \$75,000.00, and we credited them \$60,000.00.  
956  
957 Councilman Clay said you gave them a \$60,000.00 credit, and they still haven't paid.  
958  
959 Councilman Gay said they are asking Council to consider waving the bill in exchange for  
960 them redoing the entire plumbing system for the entire complex. Can you elaborate on that  
961 Oscar?  
962  
963 Director of Inspections Oscar Hudson came forward and said currently no one is living  
964 there. It is under renovation.  
965  
966 Councilman Clay said so every month that nothing happens, they are wasting this huge  
967 amount of water.  
968  
969 Councilman Gay said they can't find the leak underground. They did make some repairs,  
970 but according to Hugh, it is still leaking.  
971  
972 Councilman Clay said if no one is living there, then shut off the water.  
973  
974 Councilman Gay said they need temporary water for renovations.  
975  
976 Director of Inspections Oscar Hudson said in order for them to find the leak, they have to  
977 have the water on.



978 Councilman Clay asked, why can't we have Public Works create another tap for them, run a  
 979 temporary waterline on the surface to allow them to have water to do the work, and you shut  
 980 the main waterline off so you are not losing thousands of gallons of water? And then you  
 981 come along and turn it on for an hour a day to let them find the leaks, and you turn the water  
 982 off again, until they get it fixed.

Deleted: tab

983  
 984 Mayor Motley Broom said this is a broader issue than this item on a bill.

985  
 986 Councilman Gay said in exchange for the bill, we are saying they will redo the entire  
 987 complex.

988  
 989 Mayor Motley Broom said I don't think we are prepared to have this conversation tonight.

990  
 991 Councilman Clay said 5,000 gallons a day is getting wasted. Are we going to just do  
 992 nothing, and allow them to waste 5,000 gallons a day and not bill them for it?

993  
 994 City Attorney Winston Demark said there is future consideration. It is enough to support a  
 995 simple contract. It's not "can we", the "should we" is a policy question for Council.

996  
 997 Councilman Clay said cut them off, until we come up with a solution to give them  
 998 temporary water to find the leak. We can ascertain how they will fix the plumbing system,  
 999 and let's see if it gets accepted.

1000  
 1001 Fire Chief Wade Elmore came forward and said you may not be able to turn the water off  
 1002 because we still need fire protection over there, so I don't know if we want to cut the water  
 1003 off.

1004  
 1005 Councilman Gay said the bill doesn't have to be waived. They can have a payment plan, but  
 1006 they can't pay the whole thing right now.

1007  
 1008 Councilman Gay said some of that bill was for sanitation. They don't have dumpsters. So,  
 1009 we were overcharging them anyway. They are not using our sewer because it is in the  
 1010 ground. Can we put them on a payment plan?

1011  
 1012 Director of Finance & Accounting Althea Philord-Bradley said I don't have that authority.

1013  
 1014 Councilman Gay made a motion to offer Crystal Equities, LLC a payment plan for  
 1015 approximately 4 months of even payments.

1016  
 1017 Motion died for lack of a second.

1018  
 1019 Councilman Gay said on packet page 169, Virtual Citadel owes us \$281,472.90. What is the  
 1020 difference of giving them a break and not giving Crystal Equities, LLC a break? And before  
 1021 you answer that, this is a receivership. So, where do we draw our priorities? Is it just who is  
 1022 making the motions, or how we are feeling?

1023

1025 Councilman Clay asked, has the contract been signed for Virtual Citadel?  
 1026  
 1027 City Attorney Winston Demark said I received bankruptcy papers from Virtual Citadel.  
 1028  
 1029 City Manager Terrence Moore said the Mayor signed the contract Councilman Clay.  
 1030  
 1031 Councilman Clay said the responsibility for that bill has now transferred over to the new  
 1032 owners, and the agreement was that they would pay it off.  
 1033  
 1034 City Manager Terrence Moore said that's correct.  
 1035  
 1036 Councilman Gay asked, what is the consideration for Virtual Citadel?  
 1037  
 1038 City Manager Terrence Moore said the consideration is 3 weeks.  
 1039  
 1040 Councilman Gay asked, what is the age of this receivable?  
 1041  
 1042 Director of Finance & Accounting Althea Philord-Bradley said it is 2 months.  
 1043  
 1044 Councilman Gay asked, will they be paid by the next council meeting?  
 1045  
 1046 Director of Finance & Accounting Althea Philord-Bradley said they should be paid by the  
 1047 end of March or early April.  
 1048  
 1049 Councilman Gay said I'm done.  
 1050  
 1051 13. Report of Mayor and Council.  
 1052  
 1053 Councilman Clay – said my neighbor's bill stated that he was burning 5,000 gallons of water  
 1054 a day from a stuck valve. A family normally uses less than 5,000 gallons a ~~month~~, 2,000 or  
 1055 3,000 gallons. So, I have some questions. We did a pilot, and we started contacting  
 1056 customers saying we have identified customers that have a leak. So even though you can  
 1057 argue it is their fault, their responsibility, their plumbing, if we have the ability to notify  
 1058 them within a day or two, it solves a problem for them and for us.  
 1059  
 1060 I propose we consider a policy that we will notify the customer, do a search every day, and  
 1061 if someone starts leaking heavily, we will notify them, and then they are responsible from  
 1062 the date they get notified, or maybe we give them a grace period of a couple of days, rather  
 1063 than just put these people out of business in some cases. And then we wait for them to  
 1064 receive the next bill, and then find out if they used 20 days of 5,000 gallons of water; that we  
 1065 give them notification and give them a grace period to fix it. And if they fix it, then they get  
 1066 forgiven from the time the leak occurred, until the time we notified them, or maybe that time  
 1067 plus the grace period to be worked out.  
 1068  
 1069 The second thing I would like for us to consider is, can the NLC Warranty Program be a  
 1070 part of this? I don't know where we are with it.

Deleted: day

1072 Mayor Motley Broom said I know I signed it.

1073

1074 City Manager Terrence Moore said I will have a conference call with them within the  
1075 coming days to outline exactly what that will entail, in terms of the rollover.

1076

1077 Councilman Clay asked, can we get NLC Warranty Program to consider that as part of the  
1078 indoor warranty? They weren't going to advertise indoor warranty, but it is available. And,  
1079 if not that, can we at least use their on-call plumbers? Terrence, can you have staff look at  
1080 that, please.

1081

1082 City Manager Terrence Moore said yes, sir.

1083

1084 Councilman Clay said I would like to see if we can do pre-leasing inspections for the  
1085 Housing Authority.

1086

1087 Councilman Taylor – said I have nothing to report.

1088

1089 Councilman Allen – said I want to remind everybody about the Census.

1090

1091 Councilman Allen thanked Public Works for working with staff.

1092

1093 Councilman Gay – said I would like to make a couple of observations. When I first got on  
1094 Council, a person came and made a comment that Mayor & Council should take a drug test.  
1095 And I said I think that is a waste of time. One of my constituents asked me to take the test.  
1096 I don't want to waste my time up here on this Council for \$1,600.00. I hope this is a new  
1097 Council, and we will move forward. But if you want to get into new politics, I don't want to  
1098 do that.

1099

1100 Councilman Gay said Airport City used to be Lottie Miller. So, those of you who are new to  
1101 College Park, it was a housing complex. People lost their houses due to eminent domain.  
1102 Now 30 years later we have some educated black people who are saying just how great  
1103 Airport City is. And then they want to take people out of the complex, segregate them in  
1104 another part of the city, and you have a councilperson saying we don't have houses in our  
1105 ward. First of all, do you know why people die to put their children in private schools? It's  
1106 not because the teachers are better, it's because they want their children to socialize with  
1107 children that their parents have more socioeconomic benefit. My point is: We need to  
1108 start putting these communities together. We need to stop segregating communities.

1109

1110 Councilman Gay said before Mike died with Virtual Citadel, he would come to my office to  
1111 talk about getting power to an area on Godby Road. It was about crossing over on  
1112 somebody's property. I invited him to consider Global Gateway. This City spends all its  
1113 time on Airport City. That is fine, but we have other cities that deserve the same  
1114 opportunity. That's all I have.

1115

1116 **ACTION:** Councilman Clay moved to recess Regular Session to take up Executive Session to  
1117 discuss personnel, pending litigation, and the potential purchase of real estate,  
1118 seconded by Councilman Allen and motion carried. (All Voted Yes).

1119 Mayor Motley Broom declared the Regular Session recessed at 10:20 p.m.

1120

1121 14. Executive Session.

1122

1123 **ACTION:** Councilman Clay moved to approve to renew City Manager Terrence Moore’s  
1124 Contract for 1 year, seconded by Councilman Allen. Councilman Clay voted yes.  
1125 Councilman Allen voted yes. Councilmen Gay opposed. Councilman Taylor  
1126 opposed. Mayor Motley Broom voted yes. Motion carried.

1127

1128 Executive Session adjourned at 11:55 p.m. and Regular Session reconvened at 11:56 p.m.

1129

1130 15. Approval of Executive Session Minutes.

1131

1132 **ACTION:** Councilman Clay moved to approve Executive Session Minutes dated February 17,  
1133 2020, as presented, seconded by Councilman Taylor and motion carried. (All Voted  
1134 Yes).

1135

1136 Mayor Motley Broom declared the Regular Session adjourned at 1 p.m.

1137

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**CITY OF COLLEGE PARK**

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**Bianca Motley Broom, Mayor**

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1154 **ATTEST:**

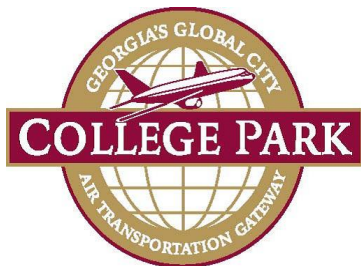
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**Shavala Moore, City Clerk**

1158



# CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

## REG SESSION AGENDA REQUEST

DOC ID: 7955

**DATE:** February 27, 2020

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Terrence R. Moore, City Manager

**FROM:** Shavala Moore, City Clerk

**RE:** Workshop Session Minutes dated February 17, 2020

---

See attached Workshop Session Minutes dated February 17, 2020.

Thank you.

### ATTACHMENTS:

- WSS021720 - DRAFT (DOC)
- WSS021720-REDLINED(PDF)

### Review:

- Shavala Moore Completed 02/27/2020 12:24 PM
- Rosyline Robinson Completed 02/27/2020 12:41 PM
- Terrence R. Moore Completed 02/27/2020 12:48 PM
- Mayor & City Council Pending 03/02/2020 7:30 PM

CITY OF COLLEGE PARK  
MAYOR AND CITY COUNCIL  
WORKSHOP SESSION  
FEBRUARY 17, 2020

MINUTES

Present: Mayor Bianca Motley Broom; Councilmen Ambrose Clay, Derrick Taylor, Ken Allen, and Roderick Gay; City Manager Terrence Moore; City Clerk Shavala Moore; City Attorney Winston Denmark.

Absent: None.

Mayor Motley Broom called the workshop session to order at 5:00 p.m.

**ACTION:** Councilman Clay moved to take up executive session to discuss personnel, pending litigation, and the potential purchase of real estate, seconded by Councilman Gay and motion carried. (All Voted Yes).

Mayor & Council entered into executive session at 5:02 p.m.

The workshop session reconvened at 6:00 p.m.

**1. Presentation on the Georgia Municipal Association (GMA) City of Ethics Program by Municipal Consultant Terrell Jacobs with the Georgia Municipal Association.**

Mr. Terrell Jacobs, Georgia Municipal Association, came forward and said there are 244 cities, 4 counties and 8 organizations that are certified City of Ethics. GMA is looking to adopt a task force to address the concerns about growing issues of confidence in public officials and ethical behavior amongst local leaders.

**(Councilman Gay entered council chambers)**

Mr. Jacobs said in September of 1999 they implemented the Georgia Certified Cities of Ethics Program. The 5 tenets are as follows:

- 1. Serve others, not ourselves.
- 2. Use resources with efficiency and economy.
- 3. Treat all people fairly.
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Mr. Jacobs said one of the issues that we face is that some cities don't always effectively go by their charter. Some cities have enacted penalties in regards to holding up elected

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56 resolution will have to be in by April 30, 2020. There is an \$85.00 processing fee that we  
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58

59 Councilman Clay said first off, what is the advantage to the City of being on the agenda  
60 at the GMA Conference? Is it just publicity and you get an award?

61

62 Mr. Jacobs said yes, sir.

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64 Councilman Clay asked, how would that be announced?

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66 Mr. Jacobs said it would be announced at the ceremony that we have at the presentation  
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81 colors of your philosophy. They are almost the exact wording. We may want to touch  
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84 Mayor Motley Broom said the difference is the Board of Ethics component to what they  
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90 adjudicating, with provisions to exclude members who are involved in the complaint.

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92 Mayor Motley Broom said none of these involve the Mayor & Council.

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96 were away from the council being involved.  
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98 Councilman Clay said so you are saying that, if we were to go for the GMA Award, we  
99 could not have adjudication by Council?  
100  
101 Mr. Jacobs said I don't believe so.  
102  
103 Councilman Clay said that would be a major change.  
104  
105 Mayor Motley Broom said I think it is a positive change.  
106  
107 Councilman Allen said it's a process we should be looking at.  
108  
109 Councilman Clay agreed. I would suggest that we not just wholesale throughout what we  
110 have spent hundreds of hours on. We put a lot of thought into it, and especially the --  
111 Well, I won't go into detail. I just don't think we should say toss it, and don't pay any  
112 attention to it and start from scratch.  
113  
114 Mayor Motley Broom said I agree. We, as a Body, can be more detached from the  
115 process. I do think we should move away from adjudicating ourselves.  
116  
117 Councilman Allen said we need to look at more outside involvement and see where we  
118 go from there.  
119  
120 Mayor Motley Broom asked, is there a consensus from the Body that we will move in  
121 that direction, and we will charge City Manager and City Attorney with revising our code  
122 to incorporate less of us.  
123  
124 City Manager Terrence Moore said we will also meet the April 30, 2020 deadline.  
125  
126 Councilman Clay said I can tell you from experience that it took us multiple council  
127 meetings. I wouldn't want to be under pressure to push something through just so we can  
128 make a GMA deadline.  
129  
130 Mayor Motley Broom agreed.  
131  
132 City Manager Terrence Moore said duly noted.  
133  
134 Councilman Gay asked Mr. Jacobs, are you the Board Director of MEAG?  
135  
136 Mr. Jacobs said yes, I am, sir.  
137  
138 Mayor Motley Broom said we appreciate your time Mr. Jacobs.



139 City Manager Terrence Moore said thanks for coming.

140

141 **2. Consideration of Employee Healthcare Options for FY 2020-2021.**

142

143 City Manager Terrence Moore said Steve Roberts is engaging on our behalf with Cigna.  
144 The program here does not begin July 1, 2020, it begins June 1, 2020. Open enrollment  
145 occurs in April 2020.

146

147 Mr. Steve Roberts, SCR Consulting, LLC, came forward and said we have been with  
148 Kaiser Permanente for 6 years. The last 2 years have been with very adverse claims.  
149 Last year we had significant claims, and this year we had 3 claims in excess of  
150 \$500,000.00, with one being two million six. There will be a significant increase. The  
151 cap is 15 percent. We will make an attempt to bring that 15 percent down as low as we  
152 can. Last year we got to 10 percent.

153

154 City Manager Terrence Moore said it is not to exceed higher than 15 percent.

155

156 Councilman Clay said I saw in the material that we started out at 20 percent, and then we  
157 found another 5 percent. What was it that we came up with that enabled that 5 percent?

158

159 Mr. Roberts said it's called magic Councilman Clay. We negotiated with Kaiser.

160

161 Councilman Clay said it talks about the possibility of an RFP, providing we provide  
162 historic data to do that. We don't have a long period of time to do an RFP. With our  
163 historic data that you just indicated, we are \$7 million in claims and \$4 million in  
164 premiums, or something like that. Is it likely that anybody would give us a better deal  
165 than Kaiser?

166

167 Mr. Roberts said no.

168

169 Councilman Clay asked, what is the direction tonight, then? Is the issue to approve going  
170 forward with Kaiser?

171

172 City Manager Terrence Moore said it's an update. The basis is to give you the status, in  
173 terms of where we are. And two, to continue negotiations with Kaiser Permanente. This  
174 update is also being provided because we anticipate offering specific recommendations  
175 regarding the Kaiser/Cigna insurance, but a possible chance of a decrease in terms of  
176 premiums. This item is to come before Council on April 6, 2020. We are asking for a  
177 consensus tonight to continue to go forward with Kaiser Permanente, and bring it back  
178 before you in April.

179

180 Councilman Clay said we have a lot of work to do to decide how to proportion the 15  
181 percent. Is it going to be eaten by the City or by the employees?

182

183 City Manager Terrence Moore said we did this exact process last year.

184

185 Councilman Clay said if it was 20 percent, and they were able to get it down to 15  
 186 percent, and our premiums are where they are, I would be surprised that it will get any  
 187 better than 15 percent. The RFP doesn't make any sense.

188  
 189 Councilman Gay asked, what is Kaiser doing, or what are we doing, or a third-party  
 190 administrator doing to get these people off the claims and prevent these large losses?

191  
 192 Mr. Roberts said some losses, unfortunately, you just can't do anything about. However,  
 193 we have implemented a very robust wellness program. Employees are to get their  
 194 biometric screening, and then they get \$150.00 gift card. We had significant engagement  
 195 this year. That is not going to help us today, but in the long run it will. Kaiser has helped  
 196 us. The mobile unit has been out here. Kaiser does provide a wellness fund each year  
 197 that we use for the benefit of the employees.

198  
 199 Councilman Clay said the dilemma that we have is that we cannot deny hiring somebody  
 200 based on their medical condition, if it does not make them unable to do the job that we  
 201 are hiring them for.

202  
 203 Mr. Roberts said that is correct.

204  
 205 Councilman Clay said so that means somebody that has a rare form of liver cancer can be  
 206 hired by the City based on their medical examination, and 3 months later we could be  
 207 paying \$1 million for medical expenses.

208  
 209 Mr. Roberts said that's a simple fact.

210  
 211 **ACTION:** Councilman Clay moved to proceed with Kaiser Permanente for the City of  
 212 College Park Employee Healthcare Option for FY 2020-2021, with  
 213 direction to gather the data and decide how the 15 percent increase is going  
 214 to be split, seconded by Councilman Gay and motion carried. (All Voted  
 215 Yes).

216  
 217 **3. Considerations regarding Multi-Family Residential Tier Standards.**

218  
 219 Director of Inspections Oscar Hudson came forward to explain the item. We decided to  
 220 go to a tier standard to eliminate those complexes that have good inspections.

221  
 222 Director of Inspections Oscar Hudson discussed the Bronze Tier.

223  
 224 Mayor Motley Broom asked, for the Bronze Tier, is it the multifamily residents that are  
 225 subject to these inspections?

226  
 227 Director of Inspections Oscar Hudson said yes.

228  
 229 Councilman Allen asked, how many do you think you have?  
 230

231 Director of Inspections Oscar Hudson said I have 2 on Rugby Valley, and the other one is  
232 4060 Herschel Road.

233  
234 Mayor Motley Broom asked, is that The Villages?

235  
236 Director of Inspections Oscar Hudson said yes.

237  
238 Councilman Clay said this actually started out with representatives on Rugby Valley  
239 coming and talking to me about it. They perform inspections 4 times a year, and they  
240 inspect all the apartments. They have an agreement with their apartment holders that  
241 they can come in and inspect the apartment. I'm not familiar with the other apartment  
242 complex. I would like the idea of a carrot as well as a standard. If somebody is  
243 recognized as Gold Standard, then we give them an emblem that they can put on their  
244 sign and advertise that they have been certified by Gold Standard by the City of College  
245 Park.

246  
247 Mayor Motley Broom said I think it's a great idea. Any other questions?

248  
249 Councilman Allen asked, do you have a Silver Tier?

250  
251 Director of Inspections Oscar Hudson said no, sir. As of right now the Silver Tier is a  
252 probationary period for the Gold Tier.

253  
254 Councilman Gay asked, does this impact the ordinance for the maintenance workers?

255  
256 Director of Inspections Oscar Hudson said no, sir, it does not.

257  
258 Councilman Clay said today I received an email from a resident who happens to be a  
259 resident of College Hills, and they were asking the question, could we apply the same  
260 kind of personal inspections that we are doing for other apartment complexes right now  
261 to the Housing Authority? That may be a question for the City Attorney. This is a quasi  
262 government organization.

263  
264 Mayor Motley Broom said I think HUD has certain standards about inspections of  
265 Housing Authority property. The danger is that we are kind of overlapping with what  
266 they require.

267  
268 City Attorney Winston Demark said we may be preempted by federal law.

269  
270 Councilman Clay asked, can we check into that, because I have been to all the Housing  
271 Authority Resident meetings for years. There is a constant issue of people complaining.  
272 You don't know whether it is factual or not. It doesn't hurt to have an external look. If  
273 we can do it, I think it might be worthwhile. I, myself, have brought up maintenance on  
274 the AC units there. I'd like us to agree to explore that further.

275

276 Mayor Motley Broom said I think that is fine. Do you want them to make a motion for  
277 this, or do you just want to move?

278  
279 Councilman Clay motioned and Councilman Allen seconded.

280  
281 Councilman Gay said we don't normally make motions at workshops. Let's bring it to  
282 the Regular Session.

283  
284 Director of Inspections Oscar Hudson asked, would it be okay that when the apartment  
285 complex reaches Gold Standard; that they can be brought to Mayor & Council and  
286 receive a plaque and get a sticker?

287  
288 Mayor Motley Broom said sure.

289  
290 **ACTION:** Councilman Clay moved to take up executive session to discuss personnel,  
291 pending litigation, and the potential purchase of real estate, seconded by  
292 Councilman Allen and motion carried. (All Voted Yes).

293  
294 Mayor Motley Broom declared the Workshop Session adjourned at 6:33 p.m.

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**CITY OF COLLEGE PARK**

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**Bianca Motley Broom, Mayor**

312  
313 **ATTEST:**

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317 \_\_\_\_\_  
**Shavala Moore, City Clerk**

CITY OF COLLEGE PARK  
MAYOR AND CITY COUNCIL  
WORKSHOP SESSION  
FEBRUARY 17, 2020

MINUTES

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Absent: None.

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111 Councilman Clay agreed. I would suggest that we not just wholesale throughout what we  
112 have spent hundreds of hours on. We put a lot of thought into it, and especially the --  
113 Well, I won't go into detail. I just don't think we should say toss it, and don't pay any  
114 attention to it and start from scratch.  
115  
116 Mayor Motley Broom said I agree. We, as a Body, can be more detached from the  
117 process. I do think we should move away from adjudicating ourselves.  
118  
119 Councilman Allen said we need to look at more outside involvement and see where we  
120 go from there.  
121  
122 Mayor Motley Broom asked, is there a consensus from the Body that we will move in  
123 that direction, and we will charge City Manager and City Attorney with revising our code  
124 to incorporate less of us.  
125  
126 City Manager Terrence Moore said we will also meet the April 30, 2020 deadline.  
127  
128 Councilman Clay said I can tell you from experience that it took us multiple council  
129 meetings. I wouldn't want to be under pressure to push something through just so we can  
130 make a GMA deadline.  
131  
132 Mayor Motley Broom agreed.  
133  
134 City Manager Terrence Moore said duly noted.  
135  
136 Councilman Gay asked Mr. Jacobs, are you the Board Director of MEAG?  
137  
138 Mr. Jacobs said yes, I am, sir.  
139  
140 Mayor Motley Broom said we appreciate your time Mr. Jacobs.

141 City Manager Terrence Moore said thanks for coming.

142

143 **2. Consideration of Employee Healthcare Options for FY 2020-2021.**

144

145 City Manager Terrence Moore said Steve Roberts is engaging on our behalf with Cigna.  
146 The program here does not begin July 1, 2020, it begins June 1, 2020. Open enrollment  
147 occurs in April 2020.

148

149 Mr. Steve Roberts, SCR Consulting, LLC, came forward and said we have been with  
150 Kaiser Permanente for 6 years. The last 2 years have been with very adverse claims.  
151 Last year we had significant claims, and this year we had 3 claims in excess of  
152 \$500,000.00, with one being two million six. There will be a significant increase. The  
153 cap is 15 percent. We will make an attempt to bring that 15 percent down as low as we  
154 can. Last year we got to 10 percent.

155

156 City Manager Terrence Moore said it is not to exceed higher than 15 percent.

157

158 Councilman Clay said I saw in the material that we started out at 20 percent, and then we  
159 found another 5 percent. What was it that we came up with that enabled that 5 percent?

160

161 Mr. Roberts said it's called magic Councilman Clay. We negotiated with Kaiser.

162

163 Councilman Clay said it talks about the possibility of an RFP, providing we provide  
164 historic data to do that. We don't have a long period of time to do an RFP. With our  
165 historic data that you just indicated, we are \$7 million in claims and \$4 million in  
166 premiums, or something like that. Is it likely that anybody would give us a better deal  
167 than Kaiser?

168

169 Mr. Roberts said no.

170

171 Councilman Clay asked, what is the direction tonight, then? Is the issue to approve going  
172 forward with Kaiser?

173

174 City Manager Terrence Moore said it's an update. The basis is to give you the status, in  
175 terms of where we are. And two, to continue negotiations with Kaiser Permanente. This  
176 update is also being provided because we anticipate offering specific recommendations  
177 regarding the Kaiser/Cigna insurance, but a possible chance of a decrease in terms of  
178 premiums. This item is to come before Council on April 6, 2020. We are asking for a  
179 consensus tonight to continue to go forward with Kaiser Permanente, and bring it back  
180 before you in April.

181

182 Councilman Clay said we have a lot of work to do to decide how to proportion the 15  
183 percent. Is it going to be eaten by the City or by the employees?

184

185 City Manager Terrence Moore said we did this exact process last year.

186



187 Councilman Clay said if it was 20 percent, and they were able to get it down to 15  
188 percent, and our premiums are where they are, I would be surprised that it will get any  
189 better than 15 percent. The RFP doesn't make any sense.

190  
191 Councilman Gay asked, what is Kaiser doing, or what are we doing, or a third-party  
192 administrator doing to get these people off the claims and prevent these large losses?  
193

194 Mr. Roberts said some losses, unfortunately, you just can't do anything about. However,  
195 we have implemented a very robust wellness program. Employees are to get their  
196 biometric screening, and then they get \$150.00 gift card. We had significant engagement  
197 this year. That is not going to help us today, but in the long run it will. Kaiser has helped  
198 us. The mobile unit has been out here. Kaiser does provide a wellness fund each year  
199 that we use for the benefit of the employees.  
200

201 Councilman Clay said the dilemma that we have is that we cannot deny hiring somebody  
202 based on their medical condition, if it does not make them unable to do the job that we  
203 are hiring them for.  
204

205 Mr. Roberts said that is correct.  
206

207 Councilman Clay said so that means somebody that has a rare form of liver cancer can be  
208 hired by the City based on their medical examination, and 3 months later we could be  
209 paying \$1 million for medical expenses.  
210

211 Mr. Roberts said that's a simple fact.  
212

213 **ACTION:** Councilman Clay moved to proceed with Kaiser Permanente for the City of  
214 College Park Employee Healthcare Option for FY 2020-2021, with  
215 direction to gather the data and decide how the 15 percent increase is going  
216 to be split, seconded by Councilman Gay and motion carried. (All Voted  
217 Yes).  
218

219 **3. Considerations regarding Multi-Family Residential Tier Standards.**  
220

221 Director of Inspections Oscar Hudson came forward to explain the item. We decided to  
222 go to a tier standard to eliminate those complexes that have good inspections.  
223

224 Director of Inspections Oscar Hudson discussed the Gold, Silver and Bronze tiers. If any  
225 complex is considered non deficient during the pre-leasing inspections process for three  
226 months prior to adoption of the policy; that complex will be considered for the Gold Tier.  
227

Deleted: Tier

228 Gold Tier the process for any apartment complex to be removed from the pre-leasing  
229 inspections list completely; with the understanding that the city has the right to inspect up  
230 to 10% of the units randomly on a quarterly schedule per year. If the city finds any life  
231 safety violations during the quarterly inspections or if code enforcement finds any  
232 violations within that quarterly part of the year, the apartment complex will be subjected

234 to a probationary period that is silver tier.

235  
236 Silver Tier is the process for the apartment complex to be subjected to random  
237 inspections at any time during a 3 month period. If there any infractions found by code  
238 enforcement during that time, the apartment complex will be placed back on the pre-lease  
239 inspections list and fall back to the Bronze Tier.

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241 Bronze Tier There cannot be any infractions allowed for a consecutive 6 month period to  
242 be reconsidered for the Gold Tier.

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245 Mayor Motley Broom asked, for the Bronze Tier, is it the multifamily residents that are  
246 subject to these pre-leasing inspections?

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248 Director of Inspections Oscar Hudson said yes.

250 Councilman Allen asked, how many do you think you have?

252 Director of Inspections Oscar Hudson said I have 2, on at Rugby Valley, and the other  
253 one is 4060 Herschel Road that would fall in the gold tier.

Deleted: on

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255 Mayor Motley Broom asked, is that The Villages?

257 Director of Inspections Oscar Hudson said yes.

259 Councilman Clay said this actually started out with a representative from Rugby Valley  
260 coming and talking to me about it. They perform inspections 4 times a year, and they  
261 inspect all the apartments. They have an agreement with their apartment holders that  
262 they can come in and inspect the apartment. I'm not familiar with the other apartment  
263 complex. I would like the idea of a carrot as well as a stick. If somebody is recognized  
264 as Gold Standard, then we give them an emblem that they can put on their sign and  
265 advertise that they have been certified as Gold Standard by the City of College Park.

Deleted: tives on

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267 Mayor Motley Broom said I think it's a great idea. Any other questions?

269 Councilman Allen asked, do you have a Silver Tier?

271 Director of Inspections Oscar Hudson said no, sir. As of right now the Silver Tier is a  
272 probationary period for the Gold Tier.

274 Councilman Gay asked, does this impact the ordinance for the maintenance workers?

276 Director of Inspections Oscar Hudson said no, sir, it does not.

278 Councilman Clay said today I received an email from a resident who happens to be a  
279 resident of College View Hills, and they were asking the question, could we apply the

Deleted: Hills

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287 same kind of external inspections that we are doing for other apartment complexes right  
 288 now to the Housing Authority? That may be a question for the City Attorney. This is a  
 289 quasi government organization.

290  
 291 Mayor Motley Broom said I think HUD has certain standards about inspections of  
 292 Housing Authority property. The danger is that we are kind of overlapping with what  
 293 they require.

294  
 295 City Attorney Winston Demark said we may be preempted by federal law.

296  
 297 Councilman Clay asked, can we check into that, because I have been to all the Housing  
 298 Authority Resident meetings for years. There is a constant issue of people complaining.  
 299 You don't know whether it is factual or not. It doesn't hurt to have an external look. If  
 300 we can do it, I think it might be worthwhile. I, myself, have brought up maintenance on  
 301 the AC units there. I'd like us to agree to explore that further.

302  
 303 Mayor Motley Broom said I think that is fine. Do you want them to make a motion for  
 304 this, or do you just want to move?

305  
 306 Councilman Clay motioned and Councilman Allen seconded.

307  
 308 Councilman Gay said we don't normally make motions at workshops. Let's bring it to  
 309 the Regular Session.

310  
 311 Councilman Gay said that he didn't have a problem bringing it to the regular session  
 312 agenda, and there was consensus that we also look into applying inspections to the  
 313 Housing Authority.

314  
 315 Director of Inspections Oscar Hudson asked, would it be okay that when the apartment  
 316 complex reaches Gold Standard; that they can be brought to Mayor & Council and  
 317 receive a plaque and get a sticker?

318  
 319 Mayor Motley Broom said sure.

320  
 321 **ACTION:** Councilman Clay moved to take up executive session to discuss personnel,  
 322 pending litigation, and the potential purchase of real estate, seconded by  
 323 Councilman Allen and motion carried. (All Voted Yes).

324  
 325 Mayor Motley Broom declared the Workshop Session adjourned at 6:33 p.m.

326  
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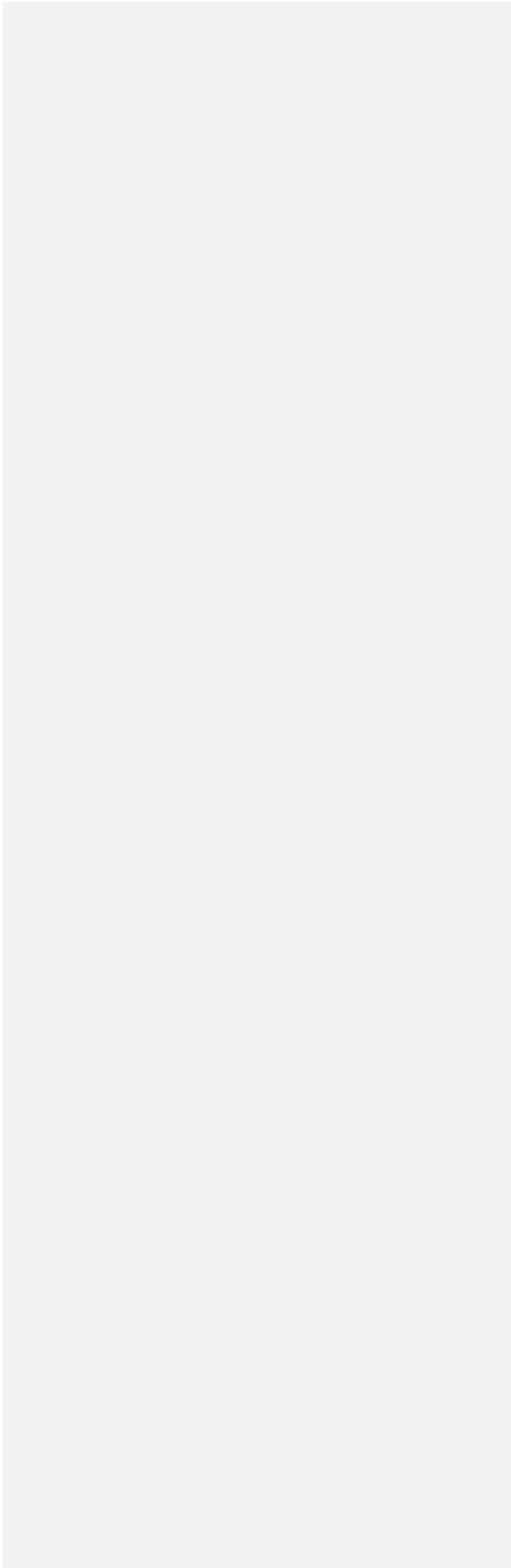
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**CITY OF COLLEGE PARK**

\_\_\_\_\_  
**Bianca Motley Broom, Mayor**

**ATTEST:**

\_\_\_\_\_  
**Shavala Moore, City Clerk**





# CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

## REG SESSION AGENDA REQUEST

DOC ID: 7973

**DATE:** February 26, 2020

**TO:** The Honorable Mayor and Members of City Council

**FROM:** Terrence R. Moore, City Manager

**RE:** Presentation of Plaque to Mrs. Eileen Murphy

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### Plaques and Announcements

**Council Meeting Date:** March 2, 2020

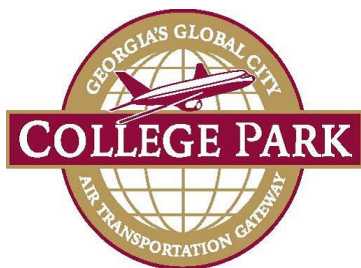
**Presented by:** College Park Mayor and City Council

**Summary:** Presentation of a plaque to Mrs. Eileen Murphy in recognition of her service to the City and time served as a member for the College Park Planning Commission. Mrs. Murphy served as a member for seven years (2012-2019).

**Supporting Documents:** None.

#### Review:

- Terrence R. Moore      Completed      02/26/2020 5:41 PM
- Rosyline Robinson      Completed      02/26/2020 5:43 PM
- Terrence R. Moore      Completed      02/26/2020 5:42 PM
- Mayor & City Council      Pending      03/02/2020 7:30 PM



# CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

## REG SESSION AGENDA REQUEST

DOC ID: 7957

**DATE:** February 26, 2020

**TO:** The Honorable Mayor and Members of City Council

**FROM:** Ferman Williford, Chief of Police

**RE:** Plaques & Announcements - State Certification

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### Plaques and Announcements

**Council Meeting Date:** March 2, 2020

**Presented by:** Butch Ayers, Executive Director Georgia Association of Chiefs of Police

**Summary:** Presentation and announcement of the recertification of College Park Police Department through the accreditation program of the Georgia Association of Chiefs of Police.

**Supporting Documents:** Georgia Association of Chiefs of Police e-mail dated February 24, 2020.

#### ATTACHMENTS:

- FW\_JRC Email (PDF)

#### Review:

- Ferman Williford Completed 02/24/2020 9:31 AM
- Rosylene Robinson Completed 02/25/2020 3:13 PM
- Terrence R. Moore Completed 02/25/2020 3:17 PM
- Mayor & City Council Pending 03/02/2020 7:30 PM

**From:** [Nicholas Duffey](#)  
**To:** [Dawn Chappell](#)  
**Subject:** FW: JRC  
**Date:** Monday, February 24, 2020 9:40:02 AM

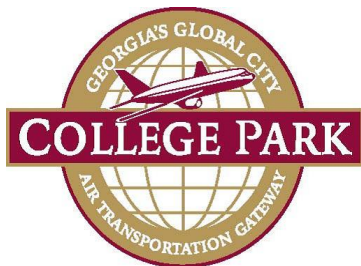
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**From:** Mark Bender <mtbender@gachiefs.com>  
**Sent:** Thursday, December 19, 2019 2:19 PM  
**To:** Casey Brouwer Banks Co SO <CBrouwer@bankscountysoga.org>; Scott Smith <ssmith@carrollsheriff.com>; Anthony Atkins (aatkins@chathamcounty.org) <aatkins@chathamcounty.org>; Marni R. Herman <marni.herman@cobbk12.org>; Nicholas Duffey <nduffey@collegeparkga.com>; Valerie Johnson <vjohnson@johnscreekga.gov>; Van Arflin Perry PD <alan.arflin@perry-ga.gov>; Stephanie Hill-Hudson <shill-hudson@romepolice.com>; Elnora Jones <Elnora.Jones@sccpss.com>; Valerie Burns <vburns@senoia.com>; Courtney Morrison <cmorrison@newtonsheriffga.org>; Dan Clark <dclark@suwanee.com>; Tiffany Hayes (twdesautels@cityoftybee.org) <twdesautels@cityoftybee.org>; Christopher Murphy <cmurphy@unioncityga.org>; Daren Welborn <dwelborn@whitecounty.net>; Alicia Schotter Winder PD <alicia.schotter@winderpd.org>  
**Subject:** JRC

Good afternoon,

I just wanted to let you all know that the JRC met today and all of your final reports were approved for your recertification or initial certification. Congrats to the 5 newest agencies, Cobb Schools PD, Perry PD, Spaulding Co SO, Tybee Island PD and Union City PD for gaining your initial certification. I have ordered your plaques and they will not be here until mid-January. I will get them shipped out as soon as I receive them. Your certification dates are January 1, 2020 thru December 31, 2022.

Mark  
Mark Bender  
State Certification Coordinator  
Georgia Association of Chiefs of Police  
3500 Duluth Park Lane #700  
Duluth, Ga. 30096  
770-495-9650



# CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

## REG SESSION AGENDA REQUEST

DOC ID: 7972

**DATE:** February 26, 2020

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Terrence R. Moore, City Manager

**FROM:** Charles Christopher Cook, Director of Human Resources & Risk Management

**RE:** Service Award Recognitions

**PURPOSE:** To present to Mayor and Council the February 2020 Employee Service Award Recipient.

**REASON:** Recognizing employee for his length of service and to motivate all City employees toward higher levels of achievement.

**RECOMMENDATION:** Service Recognition will be presented to the following employees:

<u>Employee</u>	<u>Department/Division</u>	<u>Years</u>	<u>of</u>	<u>Service</u>
Cedric T. Washington	Police Patrol	10		
Paul T. Bennett	Information Technology	5		

**BACKGROUND:** Each employee being recognized will receive the traditional service award pin, gift card and Service Award Certificate.

**COST TO CITY:** \$920.00

**BUDGETED ITEM:** This is a budgeted item.

**REVENUE TO CITY:** Not applicable.

**CITY COUNCIL HEARING DATE:** March 2, 2020.

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** Not applicable.

**AFFECTED AGENCIES:** Not applicable.

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** None.



**REQUIRED CHANGES TO WORK PROGRAMS:** Not applicable.

**STAFF:** Human Resources Department.

**ATTACHMENTS:**

- Employee Anniversary Report - February 2020 (PDF)

**Review:**

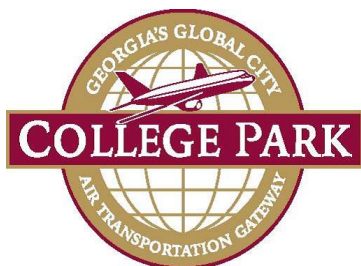
- Charles Christopher Cook Completed 02/26/2020 4:10 PM
- Rosyline Robinson Completed 02/26/2020 4:14 PM
- Terrence R. Moore Completed 02/26/2020 5:41 PM
- Mayor & City Council Pending 03/02/2020 7:30 PM

# Employee Anniversary Report

February

Employee	Primary Department	Date	Years
Washington, Cedric T.	Police Patrol	02/13/2010	10
Bennett, Paul T	Information Technology	02/21/2015	5

Total Employees 2



# CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

## REG SESSION AGENDA REQUEST

DOC ID: 7971

**DATE:** February 26, 2020

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Terrence R. Moore, City Manager

**FROM:** Charles Christopher Cook, Director of Human Resources & Risk Management

**RE:** Introduction of New Employees

---

**Council Meeting Date:** March 2, 2020.

**Presented by:** Chris Cook, Director of Human Resources and Risk Management.

**Summary:** Introduction of new employees from February 2020.

**Supporting Documents:** See attached Employee New Hire Report.

### ATTACHMENTS:

- Employee New Hire Report - February 2020 (PDF)

### Review:

- Charles Christopher Cook Completed 02/26/2020 4:09 PM
- Rosyline Robinson Completed 02/26/2020 4:13 PM
- Terrence R. Moore Completed 02/26/2020 5:41 PM
- Mayor & City Council Pending 03/02/2020 7:30 PM



# Employee New Hire Report

Hire Date Range 02/01/20 - 02/29/20

Employee	Status	Date of Hire	Primary Department	Position
██████ Ambles, China S	A	02/03/2020	Arena	Crew Worker
██████ Beasley, Subretha J	A	02/03/2020	Development	Administrative Assistant
██████ Flowers-Murphy, Ryisha M	A	02/03/2020	Police Patrol	Police Officer
██████ Frazier, Takeisha N	A	02/03/2020	Police Patrol	Police Officer
██████ Walker, Gerald H.	A	02/03/2020	Public Information	Director of Communications
██████ Cofield, Reginald R	A	02/17/2020	Legislative	PT Custodian
██████ King, Dedrick L	A	02/17/2020	Convention Center	PT Parking Attendant
██████ Thompson, Matthew J.	A	02/17/2020	Fire Suppression	Firefighter

Grand Totals-Employees 8



# CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

## REG SESSION AGENDA REQUEST

DOC ID: 7951

**DATE:** February 26, 2020

**TO:** The Honorable Mayor and Members of City Council

**FROM:** Terrence R. Moore, City Manager

**RE:** Resurrection House For All Nations Parade Request

**PURPOSE:** Mr. Bobby Little, Elder with the Resurrection House for All Nations (RHFAN), is requesting approval of the Mayor and City Council to conduct an Easter Parade/Motorcade through downtown College Park via Main Street on Sunday, April 12, 2020 with musical floats and approximately 100 decorated cars.

**REASON:** The Resurrection House for All Nations has held this annual parade for the past several years. The Mayor and City Council has previously granted approval of this event to the RHFAN.

**RECOMMENDATION:** Mayor and City Council consideration of this request.

**BACKGROUND:** The parade/motorcade is scheduled for Sunday, April 12, 2020 and will pass through College Park at approximately 1:00 p.m. The parade/motorcade will proceed down Main Street (Hwy 29) towards the City of East Point, the West End area to downtown Atlanta.

See attached correspondence dated February 14, 2020 from Mr. Bobby Little requesting approval of the parade/motorcade. Also, see attached City of College Park Special Event Form, parade route description and certificate of insurance.

**COST TO CITY:** None.

**BUDGETED ITEM:** N/A.

**REVENUE TO CITY:** N/A.

**CITY COUNCIL HEARING DATE:** March 2, 2020.

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A.

**AFFECTED AGENCIES:** N/A.

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A.

**REQUIRED CHANGES TO WORK PROGRAMS:** None.

**STAFF:** College Park Police Department

**ATTACHMENTS:**

- Resurrection House Parade (PDF)

**Review:**

- Terrence R. Moore Completed 02/25/2020 3:17 PM
- Rosyline Robinson Completed 02/25/2020 3:23 PM
- Ferman Williford Completed 02/26/2020 8:29 AM
- Wade Elmore Pending
- Oscar Hudson Pending
- Terrence R. Moore Completed 02/27/2020 12:47 PM
- Mayor & City Council Pending 03/02/2020 7:30 PM



February 14, 2020

Terrence Moore, City Manager  
City of College Park

RE: Resurrection Parade Route

Greetings, City Manager Terrence Moore:

Resurrection House for All Nations (RHFAN) has hosted an Easter Parade/Motorcade over several years in the past. We will parade through the Union City/College Park area on Easter Sunday with musical floats and decorated cars proclaiming the Resurrection of Christ and broadcasting our testimonies of God's goodness in our lives.

Please accept this letter as a formal petition to the College Park City Council, in their March 2020 Council meeting, for the issuance of a parade permit to RHFAN for the 2020 Easter Parade to travel north bound through College Park via Main Street.

The parade will be held on **Sunday, April 12, 2020**. We anticipate that the parade/motorcade will consist of approximately 100 decorated cars and floats. There will be no animals or people on foot during the event; it is totally motorized. We anticipate that the parade will past through College Park at approximately 1:00 PM.

I am attaching a copy of the parade route for your purview. Again, I sincerely thank you for your assistance in our pursuit of an excellent parade day experience. I pray that God will continue to bless you in all your endeavors.

Yours Sincerely,

*Elder Bobby Little*  
Elder Bobby Little

# City of College Park | Special Event Form

3667 Main Street  
College Park, GA 30337

**Organizer Name: Bobby Little**

**Event Title: Resurrection (Easter) Parade**

**Type of Event: Parade**

**Event Organizer's Contact Information:**

**Mailing Address: 2690 Hallie Mill Rd, South Fulton, GA 30349**

**E-Mail Address: bobbylittle.bl@gmail.com**

**Contact Number: 404-668-4963**

**Designated City Staff Member:** Terrence R. Moore, City Manager  
**Department:** Office of the City Manager  
**E-Mail Address:** tmoore@collegetparkga.com  
**Contact Number:** (404) 669-3756

**Event Information:**

**Date: April 12, 2020**

**Location of the Event: Main Street**

**Time: Start: 2:00 PM End: 4:00 PM**

**Anticipated Attendance: Approximately 100 vehicles and 6 floats**

**Will the City of College Park incur any expenses? No If yes, explain: College Park will not incur any expense above their normal operational cost.**

**Will there be a need for City Staff to work this event (i.e., Police, Fire, Public Works)? If yes, list needed staff. Expenses incurred are the responsibility of the Event Organizer.**

College Park Police Department has been contracted to provide police escort in conjunction with the Fulton County Police Department.

**What responsibilities will the Event Organizer assume? All responsibilities**

All responsibilities related or pertaining to vehicles, floats and parade participants



# City of College Park | Special Event Form

3667 Main Street  
College Park, GA 30337

**Event materials (flyers, banners, signs, agendas, handouts, etc.) will be the responsibility of:  
N/A**

**The Event Organizer is requesting that the City be responsible for providing: Police escort only**

**What methods of advertising will be used? None**

**City mandated deadlines: All requested documentation must be submitted by March 6, 2020.**

**It is the responsibility of the Event Organizer to obtain Special Event Insurance. Please provide a copy of the Certificate of Insurance. See Attachment**

**It is the responsibility of the Event Organizer to notify property owners/lease holders and obtain approval to hold the event on their property. Please provide documentation of notification to and subsequent approval from property owners/lease holders.**

N/A

**Please include any other special needs:**



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/17/2020

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

<b>PRODUCER</b> <b>NOLAN JACKSON, JR. &amp; ASSOCIATES, INC.</b> 220 RIVER MEADOW LANE Social Circle, GA 30025 License #: 531001	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2"><b>CONTACT NAME:</b> Nolan Jackson</td> </tr> <tr> <td><b>PHONE (A/C, Ho, Ext):</b> (770)788-7900</td> <td><b>FAX (A/C, Ho):</b> 770-788-9010</td> </tr> <tr> <td colspan="2"><b>E-MAIL ADDRESS:</b> nolan@njins.com</td> </tr> <tr> <td colspan="2" style="text-align: center;"><b>INSURER(S) AFFORDING COVERAGE</b></td> </tr> <tr> <td><b>INSURER A:</b> GuideOne Mutual Insurance Company</td> <td><b>NAIC #</b></td> </tr> <tr> <td><b>INSURER B:</b></td> <td></td> </tr> <tr> <td><b>INSURER C:</b></td> <td></td> </tr> <tr> <td><b>INSURER D:</b></td> <td></td> </tr> <tr> <td><b>INSURER E:</b></td> <td></td> </tr> <tr> <td><b>INSURER F:</b></td> <td></td> </tr> </table>	<b>CONTACT NAME:</b> Nolan Jackson		<b>PHONE (A/C, Ho, Ext):</b> (770)788-7900	<b>FAX (A/C, Ho):</b> 770-788-9010	<b>E-MAIL ADDRESS:</b> nolan@njins.com		<b>INSURER(S) AFFORDING COVERAGE</b>		<b>INSURER A:</b> GuideOne Mutual Insurance Company	<b>NAIC #</b>	<b>INSURER B:</b>		<b>INSURER C:</b>		<b>INSURER D:</b>		<b>INSURER E:</b>		<b>INSURER F:</b>	
<b>CONTACT NAME:</b> Nolan Jackson																					
<b>PHONE (A/C, Ho, Ext):</b> (770)788-7900	<b>FAX (A/C, Ho):</b> 770-788-9010																				
<b>E-MAIL ADDRESS:</b> nolan@njins.com																					
<b>INSURER(S) AFFORDING COVERAGE</b>																					
<b>INSURER A:</b> GuideOne Mutual Insurance Company	<b>NAIC #</b>																				
<b>INSURER B:</b>																					
<b>INSURER C:</b>																					
<b>INSURER D:</b>																					
<b>INSURER E:</b>																					
<b>INSURER F:</b>																					
<b>INSURED</b> <b>RESURRECTION HOUSE FOR ALL NATIONS</b> PO BOX 251 UNION CITY, GA 30291																					

**COVERAGES**

**CERTIFICATE NUMBER: 00004701-68562**

**REVISION NUMBER: 2**

**THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.**

INSR LTR	TYPE OF INSURANCE	ADOL	SUBR	NSD	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:					1421608	09/05/2019	09/05/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 5,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY								COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$								EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in MN) If yes, describe under DESCRIPTION OF OPERATIONS below					N/A			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER**

**CANCELLATION**

	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  <span style="float: right;">(NLJ)</span>



# CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

## REG SESSION AGENDA REQUEST

DOC ID: 7945

**DATE:** February 26, 2020

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Terrence R. Moore, City Manager

**FROM:** Hugh Richardson, Power Director

**RE:** AMI Update

Access Point Performance - number of electric meters communicating:

	1/29	2/5	2/12	2/19	
Charlestown	3958	2306	2304	2314	
W. Fayetteville		3794	2860	2797	2799
Princeton	434	3068	3128	3124	
Total	8186	8234	8229	8237	

Electric Meters: 8237

Water Meters: 3021

Total Meters & Endpoints: 11,258

Requiring manual reads/rereads = 213= 1.9% of total  
 Electric = 22, Water = 191

System is remotely reading about 98.1%.  
 Electric = 99.7%; Water = 93.7%

**Of the 22 electric manual reads:**

15 Electric meters that showed as "seasonal" were replaced. Those meters were not sending daily reads.

The replacements are working

.

Three other meters that were not communicating well, were replaced.

Four remaining electric meters are being read manually because of 2 refusals for replacements and because of 2 old meter base installations that need replacing and will not accept the

advanced meters.  
(This will be checked into further.)

**Of the 191 water meter manual reads:**

51 ICE water meters were replaced. The new meters are communicating well.  
We will continue to troubleshoot each manual read meter to get it working remotely.

**ATTACHMENTS:**

- AMI Project Update March 2020 (PDF)

**Review:**

- Hugh Richardson Completed 02/20/2020 1:09 PM
- Rosyline Robinson Completed 02/25/2020 3:15 PM
- Terrence R. Moore Completed 02/25/2020 3:16 PM
- Mayor & City Council Pending 03/02/2020 7:30 PM



# Access Point Recent Performance

## Electric Meters Communicating 2.4 GHz Signal Frequency

<b>Date</b>	<b>Charlestown</b> (water tank)	<b>W. Fayetteville</b> (water tank)	<b>Princeton</b> (cell tower)	<b>Total</b>
Jan. 29	3958	3794	434	8186
Feb. 5	2306	2860	3068	8234
Feb. 12	2304	2797	3128	8229
Feb. 19	2314	2799	3124	8237



# Meter Performance

Electric Meters: 8237

Water Meters: 3021

Total electric meters and endpoints = 11,258

Electric manual reads/re-reads = 22

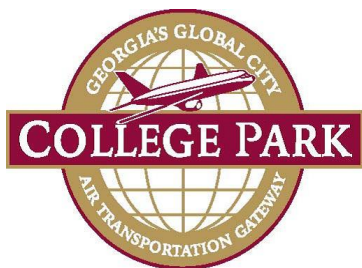
Electric Meters Reading 99.7%

Water meter manual reads/re-reads = 191

Water Meters Reading 93.7%

Total system performance of 98.1%

Next month's report should show improvement with the replacement of 15 electric meters and 51 water meters.



# CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

## REG SESSION AGENDA REQUEST

DOC ID: 7953

**DATE:** February 27, 2020

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Terrence R. Moore, City Manager

**FROM:** Shavala Moore, City Clerk

**RE:** Ordinances and Resolutions Update

**PURPOSE:** To provide Mayor and Council with updates on recently adopted ordinances and resolutions.

**REASON:** To provide Mayor and Council names of the adopted ordinances & resolutions on a monthly basis.

**CITY COUNCIL HEARING DATE:** March 2, 2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** None

**AFFECTED AGENCIES:** None

**STAFF:** Office of the City Clerk

### ATTACHMENTS:

- 2020 ORDINANCES (DOC)
- 2020 Resolutions (DOCX)

### Review:

- Shavala Moore Completed 02/27/2020 10:59 AM
- Rosyline Robinson Completed 02/27/2020 11:04 AM
- Terrence R. Moore Completed 02/27/2020 11:07 AM
- Mayor & City Council Pending 03/02/2020 7:30 PM

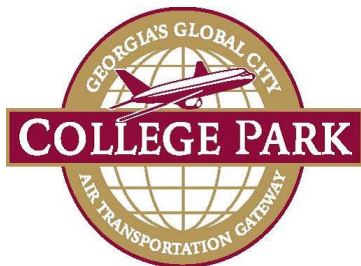
**2020 ORDINANCES**

<u>Ord. No.</u>	<u>Ordinance</u>	<u>Adopted</u>
2020-01	120-Day Moratorium on Tire Shops	2-17-2020



**2020 Resolutions**

<b><u>Number</u></b>	<b><u>Name</u></b>	<b><u>Adopted</u></b>
2020-01	Mayor Longino – Years of Service Resolution	1/6/2020
2020-02	NLC Service Line Warranty Agreement Resolution	1/6/2020
2020-03	Execution of the MEAG Power Municipal Competitive Trust Fund	2/3/2020
2020-04	MEAG Voting Delegate	2/3/2020
2020-05	HB 309 - GA Local Gov't Infrastructure Finance Authority Act	<b>PENDING</b>
2020-06	Roosevelt Hwy Renaming	2/17/2020



# CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

## REG SESSION AGENDA REQUEST

DOC ID: 7943

**DATE:** February 26, 2020

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Terrence R. Moore, City Manager

**FROM:** Michelle Alexander, City Planner

**RE:** Public Hearing for Conditional Use Permit at 3891 Main Street

**PURPOSE:** Public Hearing for consideration of an amendment to a Conditional Use Permit to remove conditions and allow for a traditional car rental facility in the TOD zoning district at 3891 Main Street, College Park, GA 30337.

**REASON:** The applicant would like to move the current Enterprise Rental Car Facility from its current location at 3907 Main Street to the subject property across the street at 3891 Main Street. The subject property is currently restricted by the conditions from Ordinance 2017-07, which only allow for the property to rent to the entertainment industry. The applicant would like to condense all operations to the subject location. Therefore, the applicant is applying for an amendment to a Conditional Use Permit from Mayor and Council to allow this use in the TOD - Transit Oriented Zoning District.

**RECOMMENDATION:** Staff recommends approval of the applications with conditions. The Planning Commission heard this item at its regular meeting on January 27th, 2020 and recommended approval with Staff's recommended conditions.

Staff is planning to have a set of official conditions with wording approved by the City Attorney for Council to consider.

**BACKGROUND:** The applicant has been operating at the traditional car rental facility across the street at 3907 Main Street for many years and would like to concentrate their business at the subject location. The subject property is currently zoned TOD - Transit Oriented District, which does not allow for car rental as a permitted use. However, Ordinance 2017-07 allows for car rental at this location, but it is restricted to rental to the entertainment industry only. The applicant is asking that these conditions be removed to operate a traditional car rental.

**COST TO CITY:** N/A

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:** March 2nd, 2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** N/A

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** Approval of this request would result in a Conditional Use Permit for this specific site.

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**STAFF:** Michelle Alexander

**ATTACHMENTS:**

- 3891MainStreet\_StaffReport(1) (PDF)

**Review:**

- |                        |           |                    |
|------------------------|-----------|--------------------|
| • Michelle Alexander   | Completed | 02/19/2020 3:53 PM |
| • Rosyline Robinson    | Completed | 02/25/2020 3:13 PM |
| • Terrence R. Moore    | Completed | 02/25/2020 3:16 PM |
| • Mayor & City Council | Pending   | 03/02/2020 7:30 PM |



**College Park Planning Commission**  
City of College Park

**Evaluation Prepared by:** Michelle M. Alexander, City Planner  
**Planning Commission Meeting:** January 27<sup>th</sup>, 2020  
**Council Meeting (Request date):** February 17<sup>th</sup>, 2020  
**Council Meeting Public Hearing:** March 2<sup>nd</sup>, 2020

**Applicant:** Enterprise Leasing Company of Georgia, LLC

**Subject Property:** 3891 Main Street, College Park, GA 30337      **Parcel:** 14016100140083

**Request:** Application Enterprise Leasing Company of Georgia, LLC for an amendment to a Conditional Use Permit to remove conditions and allow for a traditional car rental facility in the TOD zoning district at 3891 Main Street, College Park, GA 30337.

**Current Land Use:** Car rental facility with restrictions due to Ordinance 2017-07.

**Future Land Use Plan:** Walkable Commercial

**Surrounding Zonings:**

Current Zoning		Current Land Use
North	TOD – Transit Oriented Development	Office Space
East	TOD – Transit Oriented Development	Main Street, Marta Operations
South	DC – Downtown Commercial	Rental Car Facility
West	TOD – Transit Oriented Development	Car Storage (Owned by Applicant)

**Background:** The subject property is currently being used as a car rental facility with restrictions to only rent to the entertainment industry and for the largest vehicle to be a fifteen-passenger van. These conditions were set by Ordinance 2017-07 as a result of a Rezoning Application. The 2017 application request was to change the zoning of the property to be a part of the T – Transportation Overlay. The request was denied on the basis that the current zoning was appropriate for the property, and the Council instead decided a Conditional Use Permit with conditions would be more appropriate. The current applicant is now asking that the conditions placed on the property be removed and allow the property to be used as a traditional car rental facility. The conditions are as follows:

1. Vehicles may only be rented to the film and entertainment industry. Property may not be used as a location for a traditional retail-based car rental facility.
2. The largest vehicle to be rented shall be a fifteen-passenger van.



**College Park Planning Commission**  
City of College Park

It is the intent of the applicant to move the current Enterprise Car Rental Facility located across the street at 3907 Main Street to this location. The applicant believes that the subject property is a better location for their operation due to accessibility and increased efficiency because they own the property located directly behind the subject property. In addition, the applicant has made a significant investment in the property, including complete parking lot repair, reseal, and restripe; cleaning, repairing, and repainting of the building's exterior and bringing the interior up to current Building Code requirements. The have also updated the landscaping and have expressed that they are planning additional improvements to the property including a remodel of the interior space, updates to the front façade, and additional parking lot repairs.

**Findings:** The applicant expressed that this property is an appropriate place for this type of operation due to the current use of the property being car rental with restrictions. The intent of this application is to relocate all operations from the 3907 Main Street location across the street to the subject property. The applicant believes that using just this property would increase the efficiency of their operation while also reducing the physical area used for car rental. Due to consolidating of two locations into one, the granting of this use is unlikely to increase traffic in the area. The applicant has expressed that this location will make it easier for cars to enter and exit the property safely.

Additionally, the applicant feels this location is appropriate due to the property's proximity to other similar uses. Based on the application submitted, it does not appear that this use would create a significant negative impact to the surrounding properties or the district. The subject property is a corner lot and therefore does not have immediately adjacent neighbors on the south or east sides. This lot also provides two access points which will help to maintain a steady flow of traffic. Additionally, the applicant owns the property to the west (rear) of the building and will be maintaining the current use of car storage. The property to the north appears to be currently vacant, but also has ample screening by landscaping and trees from the operations of the subject property. Other nearby properties include a Dog Boarding Facility, Limo Service, and Airport Parking.

It is also important to note that the subject property is in close proximity to the area designated for the Airport City Development. The map attached below shows that although this area is not included in the development plan, the overall streetscape plan extends to include this property. Granting approval for this application would keep this site occupied during the transition years prior to Airport City investment and can provide the aesthetics for the pedestrian and public realm if improved in accordance with recommended conditions.

**Conclusion:** Considering the impact of this type of use and the uses surrounding this property, the proposed use will not adversely impact the surrounding properties. Additionally, the concentrating of operations to one location should not increase traffic in the area.

**Recommendation:** City Planner recommends approval of the conditional use permit with the following conditions:

1. The granting of this CUP results in the closure of the rental car facility at 3907 Main Street with all operations moving to the subject property location.

**College Park Planning Commission**

City of College Park

2. Current screening along property lines is maintained and the chain link fence facing Main Street is replaced with a solid, decorative fence or gates, which visually shield car storage and operations on rear property from Main Street.
3. The applicant provides a “gateway sign” for entrance to College Park. The size and location will be mutually agreed upon but is not to constitute an excessive imposition in the yard.
4. Street trees are provided along the Main Street property line according to Design Standards for Downtown College Park.
5. Decorative pavers similar to others in the Downtown Commercial area are added along the border of the Main Street sidewalk.
6. The site is updated prior to operations and maintained in accordance with the TOD District Design Standards Section 3.52 E. Screening and D. Landscaping on Off-Street Parking Lots.
7. A landscape plan integrating all conditions must be submitted for approval by the City Engineer.

**Attachments:**

- Applicable Code Section 3.52
- Maps of the property
- Photos of the property
- Application package



## **TOD – Design Standards Section 3.52**

### **D. Screening.** Screening shall be as follows:

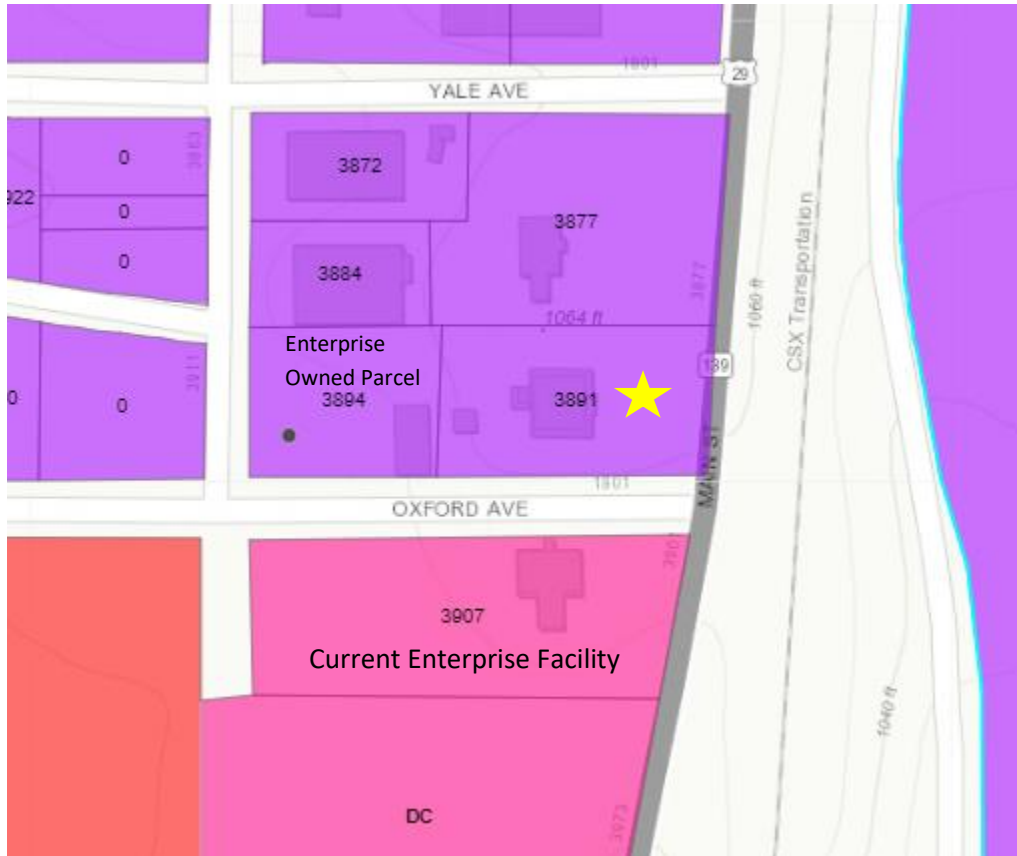
1. Parking areas that are adjacent to a public street shall be screened from the public right-of-way with a minimum screen height of three (3) feet above the finished grade of the parking area. The screen may be achieved through utilizing berms, hedges, vegetative buffers, low walls or decorative fences. Chain link fences are prohibited.

### **E. Landscaping on Off-Street Parking Lots.** Off-street parking lots shall be landscaped as follows:

1. Off-street parking lots shall be designed to maximize coverage by shade trees. Shade trees in parking lots shall be a minimum of three and one-half-inch caliper.
2. Off-street parking areas shall provide landscape islands and perimeter landscape strips that provide a cumulative total of at least one shade tree per twelve (12) parking spaces. Each shade tree shall be planted in a planting area at least eight (8) feet wide.
3. There shall be a minimum curb radius of three (3) feet required on all the corners of all landscape islands and medians to allow for free movement of motor vehicles around planting materials. All islands and medians shall be constructed with raised curbs.
4. All landscaped islands within parking lots shall be one hundred (100) percent landscaped with deciduous trees (minimum three and one-half-inch caliper size), evergreen shrubs (not to exceed three (3) feet in height at maturity), ground cover (which does not require mowing) and/or flowers in mulched beds.
  - a. There shall be a minimum eight (8) feet wide (back of curb to back of curb) curbed landscaped island at the end of every row of parking, equal in length to the adjoining parking spaces. A parking island must be located no farther apart than every twelfth (12<sup>th</sup>) parking space; creating parking bays of no greater than eleven (11) parking spaces in a row. Each island or strip shall contain a minimum of two hundred (200) square feet.
  - b. Shade trees shall be planted at a minimum of three (3) feet from any curb, so as to prevent injury to trees by vehicle bumpers. The remaining area of the landscaping strip shall be sodded or planted with groundcover species.
  - c. The planting area for a tree shall consist of permeable and well-drained soils with suitable ground cover.
  - d. Dead trees and shrubs shall be replaced by the property owner within one (1) month, with three (3) months of waiting time allowed for avoiding planting in peak heat of summer.
  - e. Landscape strips at the perimeter of off-street parking lots shall be a minimum width of six (6) feet and shall provide for safe and convenient crossings by vehicles and pedestrians.
  - f. Pedestrian pathways in parking lots and pedestrian ways that cross vehicular aisles in parking lots shall be appropriately demarcated with paint or use of pavers.
  - g. Parking space dimensions shall be in accordance with the standards set forth in these Ordinances.

### Maps

Zoning Map

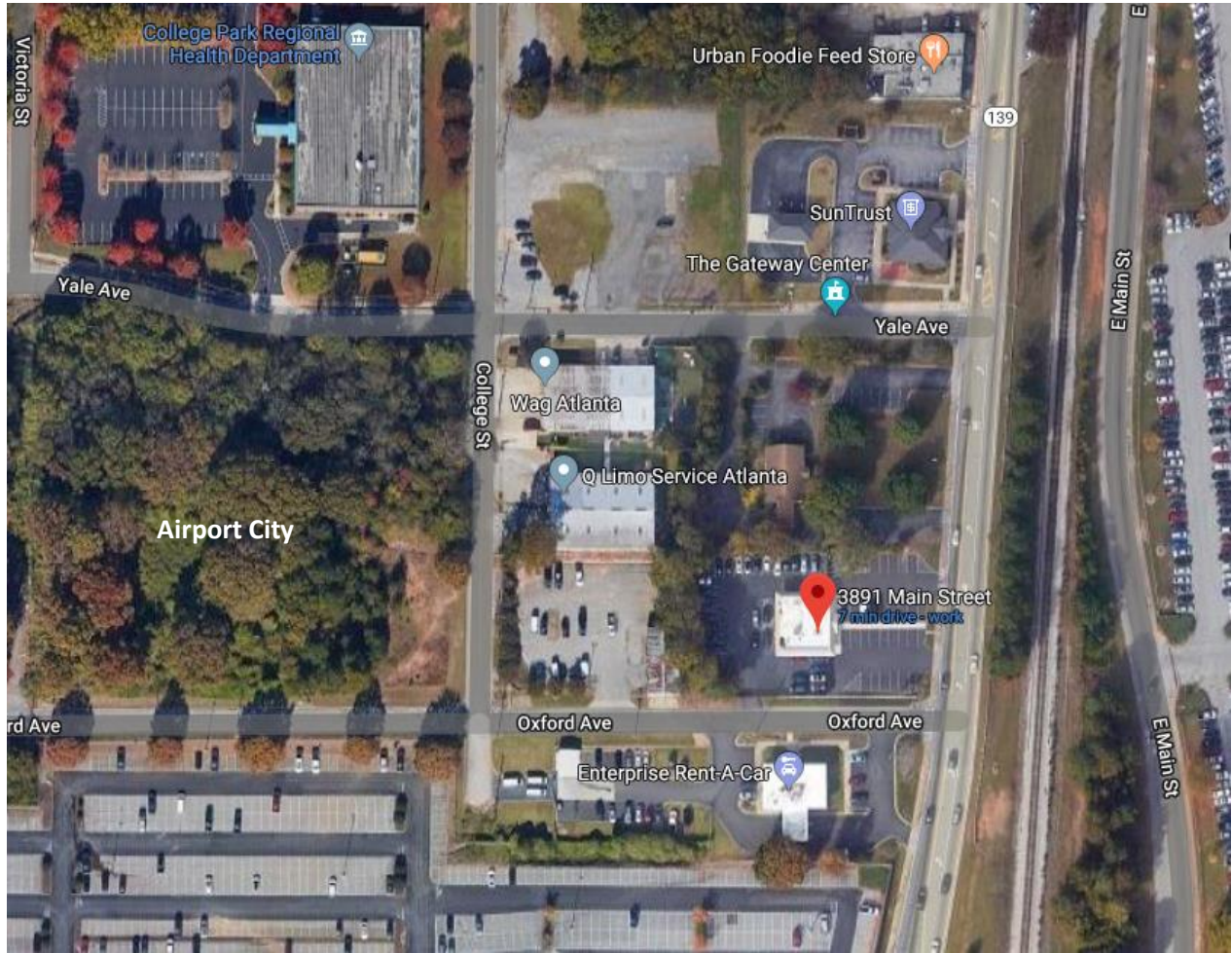


Airport City Master Plan Map

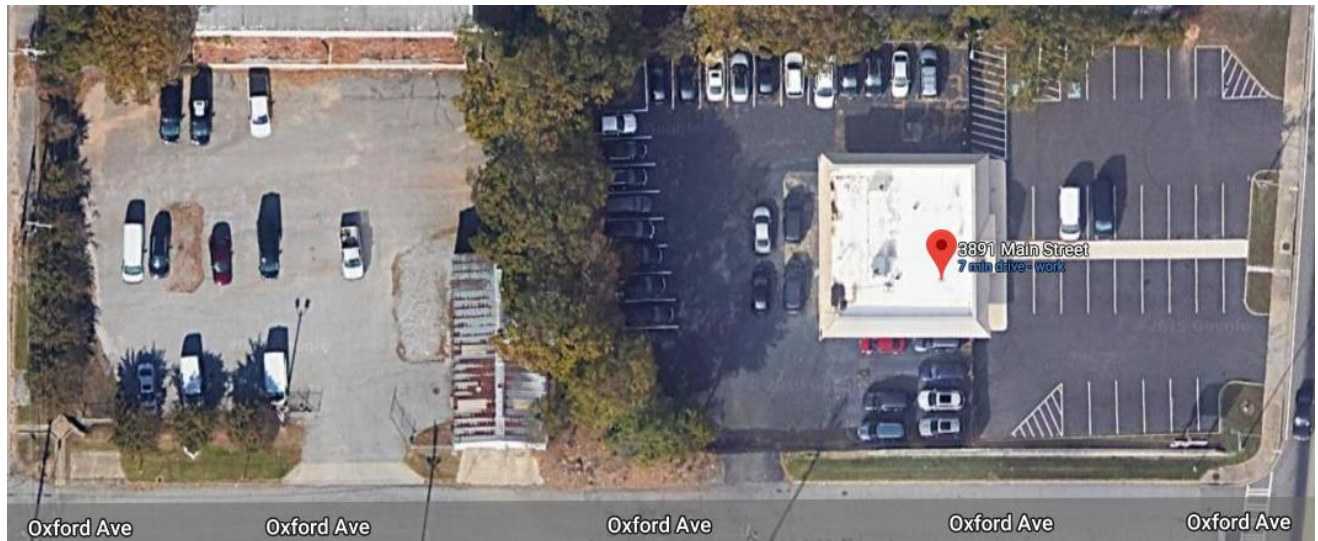




Satellite Ariel View of Surrounding Properties



Satellite Ariel View of Subject Property



**Photos**

View from Main Street







# CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

## REG SESSION AGENDA REQUEST

DOC ID: 7944

**DATE:** February 27, 2020

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Terrence R. Moore, City Manager

**FROM:** Mike Mason, Public Works Director

**RE:** Replacement Grapple Truck

**PURPOSE:** To purchase a new replacement vehicle, 2020 Petersen TL-3 Grapple Truck, from Environmental Products of Georgia under state contract in the amount of \$163,962.00. This purchase will be made through SunTrust Equipment Finance & Leasing Corp under a five year lease purchase agreement.

**REASON:** The current 2007 Freightliner Grapple Truck was damaged beyond repaired due to being involved in a vehicle accident. The City's insurance carrier considered this vehicle to be at a total loss

**RECOMMENDATION:** Mayor and City Council, approve for the Department of Public Works, Sanitation Division to purchase a 2020 Petersen TL-3 Grapple Truck under a five year lease purchase agreement through SunTrust Equipment Finance & Leasing Corp. Annual interest and principal payment will be \$35,323.81. Total cost of the vehicle at the end of the lease will be \$176,619.03.

Funds received from the City's insurance carrier in the amount of \$56,048.03 to settle this claim will be applied towards this lease purchase.

**BACKGROUND:** In September 2019, Sanitation's Freightliner Grapple Truck, unit #459, was taken out of service, due to being involved in a vehicle accident. A complete assessment was made by the City insurance carrier to determine if this unit could be repaired. Once the assessment was completed it was determined that the damages sustained was beyond repair and deemed as a total loss. The insurance carrier, therefore settled the claim in the amount of \$56,048.03.

**COST TO CITY:** \$176,619.03

**BUDGETED ITEM:** No

**REVENUE TO CITY:** None

**CITY COUNCIL HEARING DATE:** March 2, 2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** None

**AFFECTED AGENCIES:** None

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** None

**REQUIRED CHANGES TO WORK PROGRAMS:** None

**STAFF:** Sanitation Division

**ATTACHMENTS:**

- 2020 Petersen TL-3 Grapple Truck (PDF)
- College Park, GA, 2\_20, Term Sheet (DOCX)
- College Park, GA, 2\_20 (XLSX)

**Review:**

- Mike Mason Completed 02/20/2020 11:47 AM
- Purchasing Completed 02/20/2020 11:55 AM
- Rosylene Robinson Completed 02/26/2020 4:42 PM
- Finance Completed 02/26/2020 10:19 PM
- Terrence R. Moore Completed 02/27/2020 11:06 AM
- Mayor & City Council Pending 03/02/2020 7:30 PM

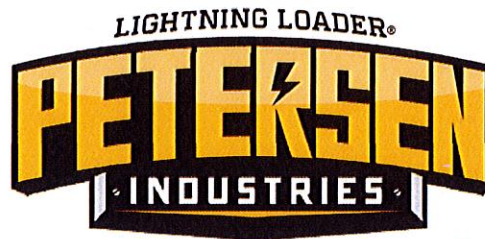


ENVIRONMENTAL PRODUCTS  
GEORGIA

# Proposal Summary

Prepared for:

City of College Park, GA



Petersen TL-3 Grapple



ENVIRONMENTAL PRODUCTS  
GEORGIA

**City of College Park**  
**1/29/20**

## **Petersen Grapple Truck**

**Environmental Products Group** would like to thank you for the opportunity to present the **Petersen TL-3 Grapple Truck**.

**Environmental Products Group** is the sole provider of Petersen Grapple Trucks and Lightning Loaders in the state of Georgia, as well as many other leading industry product lines including: Elgin Street Sweepers, Vactor Sewer Cleaning Equipment, Envirosight Pipeline Inspection Cameras, PB Asphalt Pothole Patchers, Madvac Sweepers and Vacuums, and a host of parts, tools and accessories for all your needs.

**Environmental Products Group** prides itself on our local parts, service, and training capabilities. With multiple full-service locations throughout Florida, Georgia, and Memphis, Tennessee; including Vactor, Elgin, and Envirosight repair centers, extensive parts inventory, factory-trained technicians, mobile parts and service, rentals, turnkey maintenance packages, leasing options, and much more... we are ready to service your every need.

Thank you for your consideration.

## Product Description

Petersen TL3 Grapple Lightning Loader with Hardox Body

### Standard Features

- TL3 Base Loader
- Heavy Duty Swing Motor
- Standard Bucket 60"
- Boom-Up Warning Light/Audible Alarm
- HD Control Box (Throttle, Engine Kill & Horn)
- Tandem Hydraulic Pump
- Load Will Be Painted Orange, Body Will Be Painted Black
- Rear Doors for Body
- Protective Wire Looming for Wiring
- LED Body Lights
- Delivery and Training

### Additional Features

- Quad Stick Mechanical Controls
- Strobes on Outrigger Legs
- Grating Heat Shield
- Hose Guards- Head & Valve Bank
- 24 Yard Hardox Debris Body with 1/8" Sides & 3/16" Floor
- Self-Winding Tarp Load Cover System

### Chassis Summary

- Freightliner M2 Chassis
- 33,000 GVWR (12,000 lb. Front & 21,000 lb. Rear)
- Cummins Engine with an Allison Automatic Transmission
- Driver High Back Air Ride Seat with Passenger Bench Seat, Opal Grey Cloth
- AM/FM/CD Radio

**SALE PRICE PER Georgia State Contract# 99999-001-SPD0000102-0010=  
\$163,962.00**

## SUMMARY OF TERMS AND CONDITIONS

<b>Lessee:</b>	City of College Park, GA (“Lessee”).
<b>Lessor:</b>	SunTrust Equipment Finance & Leasing Corp. (“Lessor”).
<b>Property Subject to Lease:</b>	Petersen Lighting Loader (the “Property”).
<b>Maximum Principal Component:</b>	\$163,962.00
<b>Interest Rate:</b>	2.531% (the “Interest Rates”)
<b>Lease Term:</b>	60 Months (the “Terms”)
<b>Anticipated Commencement Date:</b>	March 15, 2020
<b>Payment Frequency:</b>	Annual payments in arrears. Based on the anticipated commencement date identified above, a proposed payment schedule is attached.
<b>Structure:</b>	<p>Lease/purchase financing under a Master Lease/Purchase Agreement and an Equipment Schedule (the “Agreement”). Rental payments will be subject to annual appropriation.</p> <p>Lessee will be responsible for all costs and expenses associated with operation, maintenance, taxes and insurance.</p>
<b>Security:</b>	A security interest in the Property.
<b>Prepayment:</b>	Prepayable in whole on any payment date at a premium of 3% of the amount prepaid in year 1, 2% in year 2, 1% in year 3.
<b>Issuance Costs:</b>	Lessee will pay a documentation fee of \$250 per schedule.
<b>Tax Status:</b>	The Interest Rate has been established on the assumption that Lessee is a state or political subdivision within the meaning of Section 103 of the Internal Revenue Code, and that therefore interest will be exempt from federal income tax. Lessee will make customary representations, warranties and covenants to establish and maintain the exemption. If qualified, Lessee will designate the Agreement as “bank qualified.” If the interest component of rental payments is determined to be taxable, Lessee will pay Lessor on demand such amounts (including additional interest, fines, penalties and other additions to tax) as will restore to Lessor its



contemplated after-tax yield on the financing.

**Opinions:** Lessee will deliver an opinion of its counsel in form and substance satisfactory to Lessor.

All opinions shall expressly provide that successors and assigns of Lessor may rely on them.

**Documentation:** Lessor's standard form documentation, which such proposed changes as Lessor may approve in its sole discretion.

**Funding:** If applicable, an escrow account at SunTrust Bank will be established to hold the financing proceeds. Monies in escrow will be disbursed from time to time, upon delivery of documentation specified in the escrow agreement and approval of Lessor, to pay costs of the Property. Lessee will pay a \$250 fee at closing for the escrow account set up. Any additional fees, costs and expenses specified in the escrow agreement will be paid out of the escrow account earnings. However, in the event there are not sufficient escrow account earnings to pay any such fees, costs and expenses, the Lessee agrees to pay the shortfall amount. Any surplus escrow account earnings will be for the benefit of the Lessee.

If Lessee intends to be reimbursed for any equipment cost associated with the Agreement, intent for reimbursement from the proceeds of the Agreement must be evidenced, and must qualify under the Treasury Regulation Section 1.150.2.

**Market Disruption:** Notwithstanding anything contained herein to the contrary, in the event any material change shall occur in the financial markets after the date of this proposal, including but not limited to any governmental action or other event which materially adversely affects the extension of credit by banks, leasing companies or other lending institutions, Lessor may modify the indicative pricing described above.

**Credit Approval:** This proposal is subject to credit approval.

**Proposal Expiration:** This proposal expires on February 19, 2020 if not awarded to Lessor by a written notification on or before that date. The Interest Rate is subject to change based on the three (3) year swaps rate until the financing is awarded to the Lessor. Upon award, Lessor will set the Interest Rate and honor the quoted rate for a closing on or before March 18, 2020.

Loan Amortization  
Single Loan

Customer.....City of College Park  
Average life.....3.050 years  
Average rate.....2.53100000%

Date	Starting Balance	Takedowns	Debt Service	Interest	Principal	Ending Balance
3/15/2020	-	163,962.00	-	-	-	163,962.00
3/15/2021	163,962.00	-	35,323.81	4,149.88	31,173.93	132,788.07
3/15/2022	132,788.07	-	35,323.81	3,360.87	31,962.94	100,825.13
3/15/2023	100,825.13	-	35,323.81	2,551.88	32,771.92	68,053.21
3/15/2024	68,053.21	-	35,323.81	1,722.43	33,601.38	34,451.83
3/15/2025	34,451.83	-	35,323.81	871.98	34,451.83	-
Total		163,962.00	176,619.03	12,657.03	163,962.00	
	=====	=====	=====	=====		

Prepayment  
Price

NA  
136,771.71  
102,841.63  
68,733.74  
34,451.83  
-



# CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

## REG SESSION AGENDA REQUEST

DOC ID: 7946

**DATE:** February 26, 2020

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Terrence R. Moore, City Manager

**FROM:** Mike Mason, Public Works Director

**RE:** City of College Park Water Distribution System Hydraulic Model Study Update

**PURPOSE:** To update the City of College Park's 2007 Water Distribution System Hydraulic Modeling and Evaluation Study that was performed by AECOM.

**REASON:** To evaluate the City's water distribution system to determine adequate size pipes, storage, and fire flow in order to meet future growth, demand, and fire flow. This study will also provide recommendations regarding system improvements to the water distribution system in order to meet these requirements.

**RECOMMENDATION:** Mayor and City Council to approve Kimley-Horn & Associates to update the 2007 Water Distribution System Hydraulic Modeling and Evaluation Study in the amount of \$59,900.00

**BACKGROUND:** In January of 2007, the City of College Park to conduct a hydraulic modeling of the City's water distribution system. This analysis also included the CONRAC Facility and Grove Street Partners developments at the GICC to ensure that the City could provide water to meet both projects usage and fire flow demands. Since the 2007 study there have been many system improvements made. For example, upsizing pipes, ground water wells, and other systems adjustments. However, with current growth in housing, additional hotels and office buildings, Gateway Center Arena, and the development of Airport City, it is recommended that the 2007 study be updated.

**YEARS OF SERVICE:** 13 years

**COST TO CITY:** \$59,900.00

**BUDGETED ITEM:** Yes, \$50,000 in Water & Sewer Account # 505-4400-52-6150 Engineering Services and \$9,900 in Account # 505-4400-52-6590-Contingencies

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:** March 2, 2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** None

**AFFECTED AGENCIES:** None

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** None

**REQUIRED CHANGES TO WORK PROGRAMS:** None

**STAFF:** Water & Sewer

**ATTACHMENTS:**

- Water Distribution System Hydraulic (PDF)
- Agenda Memo ID #2020-7946 - ITB – WATER DISTRIBUTION SYSTEM HYDRAULIC MODEL - 012220 (PDF)

**Review:**

- Mike Mason      Completed      02/20/2020 3:39 PM
- Rosyline Robinson      Completed      02/25/2020 3:12 PM
- Purchasing Completed      02/25/2020 3:21 PM
- Finance      Completed      02/26/2020 10:28 PM
- Terrence R. Moore      Completed      02/27/2020 11:07 AM
- Mayor & City Council      Pending      03/02/2020 7:30 PM

January 21, 2020

City of College Park  
Purchasing Department  
3667 Main Street  
College Park, GA 30337

RE: Water Distribution System Hydraulic Model (ITB 012220)

Members of the Selection Committee:

**Kimley-Horn** is excited about the opportunity to propose our services on such an important project for the City of College Park. As a trusted partner to the City, we feel our knowledge of the your growth plans, staff, and upcoming challenges will assist our team in analyzing and planning College Park's water infrastructure needs.

We are aware of the upcoming developments that may place extraordinary demands on the water system requiring a strategic and feasible plan to supply water to these new demands. We have read and digested the *2007 Water Distribution System Evaluation*. Our team, alongside College Park staff, toured the future locations of the hotel-centric mixed-use development adjacent to Hartsfield-Jackson International Airport along with the planned Airport City. As proposed, just these developments will feature 1,400 hotel rooms, 880,000 square feet of office space, 400,000 square feet of retail, and nearly 1,000 new residences.

Large developments like these will strain the College Parks's entire water and sewer infrastructure. Using traditional water demand estimates, the potential average daily water demand from just these developments is over 550,000 GPD (350 GPM) with a potential peak flow of over 1,000 GPM. These developments also will spur further growth and additional water needs. **Kimley-Horn understands both the development process and the infrastructure needs that follow—we are best qualified to assist you through this time of growth and beyond.**

Kimley-Horn is attune to both the local and national development industry. Our team has been involved in some of the most notable multi-use developments in the Atlanta area. Oftentimes, our team is requested to hydraulically model each of these new developments specifically, giving us valuable and unique experience in planning for large developments. **Our local staff of 230+ employees (comprised of civil engineers, GIS specialists, and urban planners) can provide valuable insights to all facets of growth and associated challenges.**

As your project manager, I bring nearly 20 years of hydraulic modeling and planning experience on some of the most complex water models ranging from small communities to large regional water systems with numerous interconnections and pressure zones. I'm able to find simple cost-effective solutions to complex problems, including **opportunities for water consumption reduction, reuse opportunities, and optimizing operations while increasing reliability and resiliency.**



I will be supported by a technical staff fully trained in InfoWater and ArcGIS. Team member **Brock Jones, P.E.** is well-versed in InfoWater and has given several conference presentations on the subject matter. Brock just recently finished a complex hydraulic model for the City of Ocala, FL—consisting of more than 70 pump stations along with a major update to the water model and master plan.

Also supporting our team, will be GIS specialist **Ana Eisenman, P.E.** Adept in ArcGIS and various other planning tools, Ana is able to prepare complex analyses and evaluations and present these concepts clients through easy-to-understand visuals. With a transportation planning background, Ana will bring unique experience using traffic analysis zones to generate population projections that will be critical in establishing accurate water demand.

Serving as Client Service Manager, **Mike Lobdell, P.E., PTOE, RSP** brings valuable experience with the City of College Park. Mike's projects with the City and as a GDOT Project manager include Rhodes Street Extension, College Park MARTA Study, Main Street Sidewalk enhancements, and improvements to the CONRAC driveway on Roosevelt Highway. Mike understands the City's challenges and will streamline communications with City Staff.

Thank you for considering our qualifications, and we look forward to continuing our partnership with the City on this project. Please contact me using the information listed below if you have any questions.

Sincerely,  
**KIMLEY-HORN**



Josh Petersen, P.E.  
Project Manager  
770 825 0744  
josh.petersen@kimley-horn.com



Sean Johnston, P.E.  
Authorized Signer  
404 419 8716  
sean.johnston@kimley-horn.com

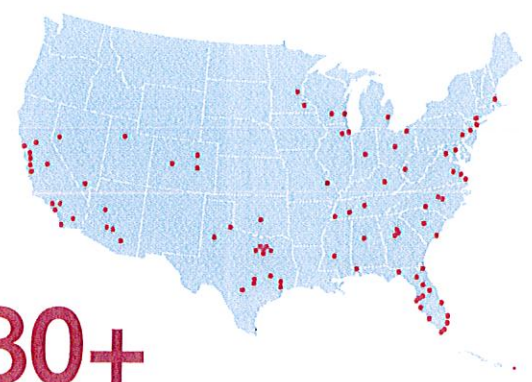
# Company Resume

Kimley-Horn's clients have access to a versatile staff of professional civil, water, natural system, and mechanical engineers; planners; landscape architects; and environmental scientists who provide extensive expertise and production capacity. The firm is owned and operated by our practicing professionals, who take exceptional pride in our technical expertise and client service. The multidisciplinary resources we offer within one firm—coupled with our depth of experienced staff—will streamline coordination, facilitate face-to-face meetings, increase productivity, and enable us to efficiently and effectively tackle any type of project of any size.

With offices from coast to coast, Kimley-Horn is your one-stop consultant for:

- Integrated Water
- Environmental
- GIS
- Floodplain Management
- Utilities
- Roadway and Bridge
- Site Development
- Transportation
- Land Planning and Landscape Architecture

Work for this project will be managed from our Peachtree Corners office location with support from our Midtown Atlanta and Alpharetta locations. Our metro Atlanta offices collectively boast over 230 employees and more than 4,000 employees and 80+ offices nationally. Our long history of successful projects—efficiently managed from project inception through facility dedication—is your assurance that Kimley-Horn can efficiently guide you through the modeling and master planning process.



## 80+

OFFICES ACROSS THE COUNTRY



## 4,000+

EMPLOYEES NATIONALLY  
(230 in metro Atlanta)

**2019 ENR NATIONAL RANKINGS**

<b>RANKED #21</b> US DESIGN FIRMS	<b>RANKED #9</b> WATER TREATMENT, DESALINATION PLANTS	<b>RANKED #27</b> SEWER AND WASTE
<b>RANKED #8</b> PURE DESIGN FIRMS	<b>RANKED #21</b> WATER SUPPLY	<b>RANKED #17</b> SANITARY AND STORM SEWERS
<b>RANKED #5</b> MIXED-USE		

Source: McGraw-Hill's *Engineering News-Record*; based on total annual fees



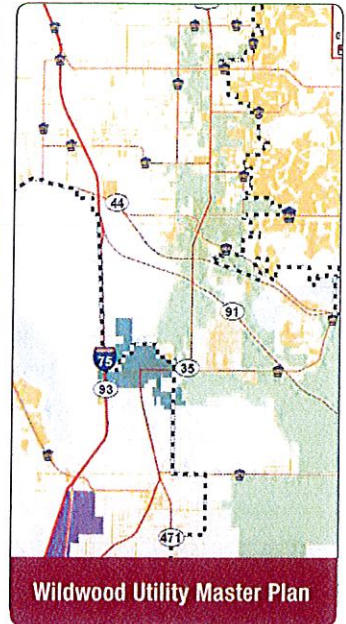
## Experience and Qualifications

Hydraulic modeling is as much art as it is science. It's knowing which software provides the best model for your demands, supply and growth. It's deciding what data sets are most pertinent to your system. We have the combined, accumulated experience to make the right assumptions the first time. And accurately predicting the results—before the model is ever run. From the outset, Kimley-Horn will ask the right questions and factor in real-world data—growth areas, meter data, hydrant tests, pressure logs, diurnal curves, tank and valve settings, operation scenarios, and antecedent conditions—everything we need to extrapolate the past to predict your future. And we have the magnitude of experience to build the most comprehensive model for your system—existing and future. Kimley-Horn's modeling experts know how to make the most of existing data to predict how your facilities will perform. We combine our real-world experience with the latest in technology—our models can show you how to remedy an existing problem or how to phase improvements to maximize system efficiency. We work with your existing maps and GIS or design and integrate a new GIS from scratch. Our extensive in-house library of modeling software can simulate your entire range of field conditions. Our engineers and scientists will expertly build and calibrate a model to help you:

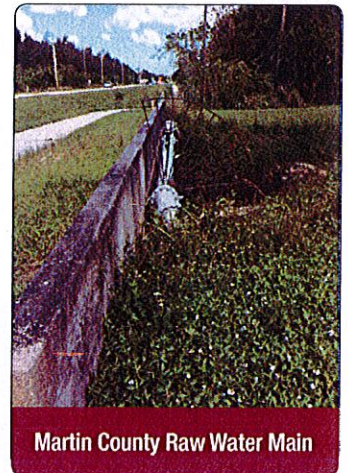
- » Evaluate new connections to your water and sewer system
- » Determine normal and peak system demands
- » Determine fire hydrant pressure needs
- » Size and plan routes for force mains and water lines
- » Project capital budgets and update impact fees
- » Plan for water storage in normal and emergency situations
- » Optimize system operations to minimize capital expenditures

### RELEVANT PROJECTS

- » Ocala Water Master Plan, Ocala, FL
- » Red Oak Water Master Plan Red Oak, TX
- » Wildwood Utility Master Plan, Wildwood, FL
- » Anna Water Model Update, Anna, TX
- » Afton Green Water Model, Portsmouth, VA
- » Chesapeake Hydraulic Water Modeling, Chesapeake, VA
- » Jupiter Utilities Hydraulic Model, Jupiter, FL
- » Delray Beach On-Call Water Modeling, Del Ray, FL
- » Martin County Utilities Master Plan, Martin County, FL
- » Vernon Hydraulic Modeling, Vernon, TX
- » Medley Water and Sewer Master Plan Medley, FL



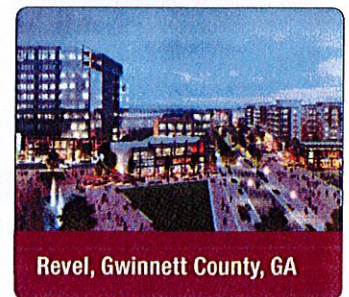
Wildwood Utility Master Plan



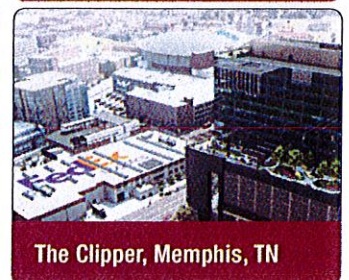
Martin County Raw Water Main

### MIXED-USE DEVELOPMENT EXPERIENCE

- » Orchid Grove, Gwinnett County, GA
- » Centennial Yards, Atlanta, GA
- » Revel, Gwinnett County, GA
- » Avalon, Alpharetta, GA
- » The Clipper, Memphis, TN
- » Berry Farms, Franklin, TN
- » Neuhoff, Nashville, TN



Revel, Gwinnett County, GA



The Clipper, Memphis, TN



## Project Approach

### SCOPING AND PLANNING

Kimley-Horn knows the first step to a successful project is partnering with the City of College Park to create a clearly defined scope and project plan. Our goal upfront is to make sure everyone has a clear understanding of project budget, timelines, and goals. Prioritization of project goals and objectives is also essential to facilitating the decision-making process. Adaptive project management practices are essential to ensure key elements of the project have reached consensus prior to project execution. The next step of project initiation is a kick-off meeting. In this meeting, we will discuss goals and objectives, lines of communication, and project schedule.

### KICK-OFF AND DATA COLLECTION

Gathering key participants to establish a clear understanding of project requirements at the outset of a project is critical for success—including conducting a kick-off meeting where key team members from the City and Kimley-Horn discuss components for getting the project started quickly and effectively. At the kick-off meeting, we will:

- » Establish goals for the project, including milestones and schedule
- » Identify key personnel and contact information
- » Establish modeling, capacity, level of service, and evaluation criteria
- » Discuss basis of design issues, such as minimum pressures, velocities, headloss, and fire flow
- » Discuss options, alternatives, and redundant measures that need to be evaluated
- » Identify known operational challenges in the system
- » Provide requests for information necessary to begin the project

Following the kick-off meeting, Kimley-Horn will produce meeting minutes and a project plan and schedule that provides important details that will be the foundation for decisions made during the design of the project.

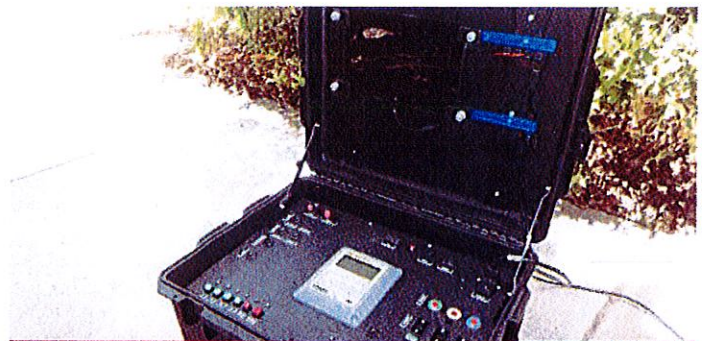
### DATA COLLECTION AND FIELD STUDIES

Modeling a water system that functions properly and provides a high level of service with minimal maintenance requires detailed evaluation and modeling prior to the design of the system.

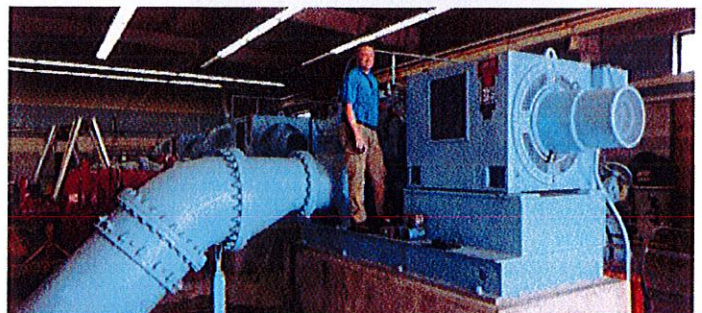
From our experience with modeling and designing systems across the country, we understand that data collection is crucial. For this project, we recommend performing the following field evaluation tasks.

**Survey:** Elevations at critical locations—including the tanks, wells, and proposed monitoring locations—may be necessary.

**Well and Pump Testing:** If necessary, we will test each well pump to validate the pump curves and system curves at each pump station. This is much more reliable than relying on system curves. Our team has unparalleled experience with this type of testing. We propose to use our proprietary pump performance monitoring tool, the XAQ-PAC, which our team has used on other modeling projects to collect data for the purposes of calibrating hydraulic models.



Kimley-Horn's In-House Xaq-Pac



Evaluation of a 1000-hp Booster Pump



**Hydraulic Testing:** We recommend performing hydraulic tests in conjunction with digital pressure logging at optimal locations in the system. These locations will be determined as we build the model. Our team owns digital pressure loggers specifically suited for this type of analysis.

Hydraulic testing will include fire flow testing followed by C-factor determination. Once the model is initially compiled, we will determine the need for hydrant testing and pressure logging. We will then assist City staff in installing and performing hydrant testing as required for an comprehensive calibration.

**Diurnal Curve:** We will develop a diurnal demand curve as well. We anticipate using existing flow meter data, tank elevation data, and pressure logger data to develop an accurate diurnal curve to more accurate model results. Future diurnal curves will be used from industry standards and our past flow data from similar developments.

**HYDRAULIC MODELING**

Our modeling specialists will work with the local team to perform the modeling locally. The proposed model will be built with InfoWater by Innovyze which is a powerful GIS based modeling software. We will import the City's GIS to compile and calibrate the new model. Once the data is imported, we will use the built-in tools to verify interconnectivity. We will then verify all the physical attributes. To do this, we will use the existing GIS data, field surveys, record drawings, hydrant test results, staff input, and field observations.

Some field verification of line sizes/types along with pressure control and altitude valves settings may be required if modeling results vary from measured field values. We will then import control scenarios into the model using SCADA information and staff input. This may include pump on/off settings as well, tank level settings, pressure reducing valve settings, along with interconnection parameters. We will import elevations using contour data provided by College Park and the built-in elevation extractor tool built-in the software.

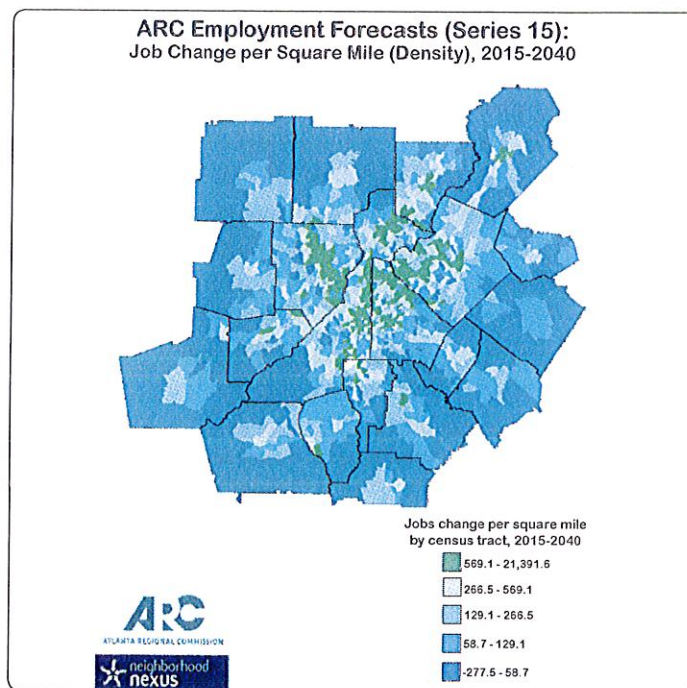
Once the model is operational and set up properly, we will then calibrate it based on the hydraulic testing and input the diurnal curves and water usage for use with extended period simulations (EPS). Existing water demand will be distributed accurately amongst each node using the City's water metering data along with allocation of non-revenue

demands. The demands for the City's largest user's will be allocated in more precise locations along with assigning specific diurnal curves for those users.

To determine future demands, we will meet with City planning to identify any future land use updates/projections in the system. We will also implement the more generalized population and employment projections provided by Atlanta Regional Commission (ARC) based on Traffic Analysis Zone (TAZ) for the College Park area.

For a comprehensive analysis, we will need to consider various flow scenarios—such as average daily flows, peak day flows, peak hour flows, fire flows, tank filling/draining, water breaks, loss of supply, event simulations, while monitoring minimum pressures and chlorine residuals. Peaking factors will be used from existing data collected along with using industry standards for future demand analysis.

To simplify the interpretation of results, Kimley-Horn typically will provide summaries of each modeled scenario with key performance indicators (KPI) that allow for quick comparison of the modeling output. These KPI summaries include comparison tables, graphs, and maps that clearly depict each scenario without overwhelming the reader with excessive amounts of numbers. Without a KPI summary, it is difficult to compare the level of service between scenarios without digging deep into the model and its reports.





## RECOMMENDATIONS FOR IMPROVEMENTS

Once all models, existing and future, are accurate and calibrated, our team will identify deficiencies and needs to address issues within the system that may include fire flow and supply capacity; water loss reduction; energy optimization; general maintenance; operations improvements; resiliency and redundancy improvements. These capital improvements may include booster pumps; line extensions or upsizing; emergency valving operations; additional storage, new water supply wells or feeds; control scenario optimization; and pressure zones.

Before selecting potential improvements, it is vital to have consensus on the design guidelines that determine the threshold for selection. These guidelines include minimum/maximum residual system pressure, fire flow requirements, well capacity, maximum pipe velocities, and interconnection agreements/constraints.

When selecting improvements, it is important to understand the City's budget constraints and future revenue sources that can help fund these capital improvements. Improvements must be selected and prioritized based on need and funding capacity. Once selected, the improvements shall be organized by the planning period and ordered by priority.

A cost estimate will accompany each improvement. Our estimations will be based on best available information using information from recent bid tabs and contractor/vendor input while also considering local factors like soil conditions, constructability, and other constraints. Our estimates will follow City design guidelines and national standards.

## DELIVERABLE

Our final deliverable will be an update to the 2007 Water Distribution Modeling Study as requested. The update will include the following portions:

- » Updated overview of the Water System and Methodologies Used
- » Review of Data, Field Visits, and Testing
- » Summary of the Overall Water Demand and Wholesale Water Purchase

- » Water Loss Review
- » Summary of Largest Water Users
- » Billing Data Overview
- » Estimations of Future Demands and Locations (Residential, Commercial, & Industrial)
- » Update of Population Projections
- » Evaluation Criteria
- » Updated Maps of the System, Proposed Improvements, and other pertinent Figures
- » Existing System Evaluation and Recommendations Update
- » Intermediate (Near Term Developments) System Evaluation & Recommendations
- » Future System Evaluation and Recommendations

The report will be delivered first as a draft for review with the City and the stakeholders. Once all feedback is received and comments are implemented, the final report will be delivered along with all data files and the InfoWater model. Before our reports are submitted they will follow our internal Quality Assurance/Quality Control (QA/QC) process as defined below.

## QUALITY ASSURANCE/QUALITY CONTROL

Our QA/QC process will provide an additional tier of certainty as it includes reviews by technical leaders with a strong acumen in integrated water modeling and planning. Reviewers are directed to not only assure that the reviewed work conforms to the project requirements, but also to recommend alternative solutions meriting further evaluation by the originating project team, emphasizing challenge for benefit.

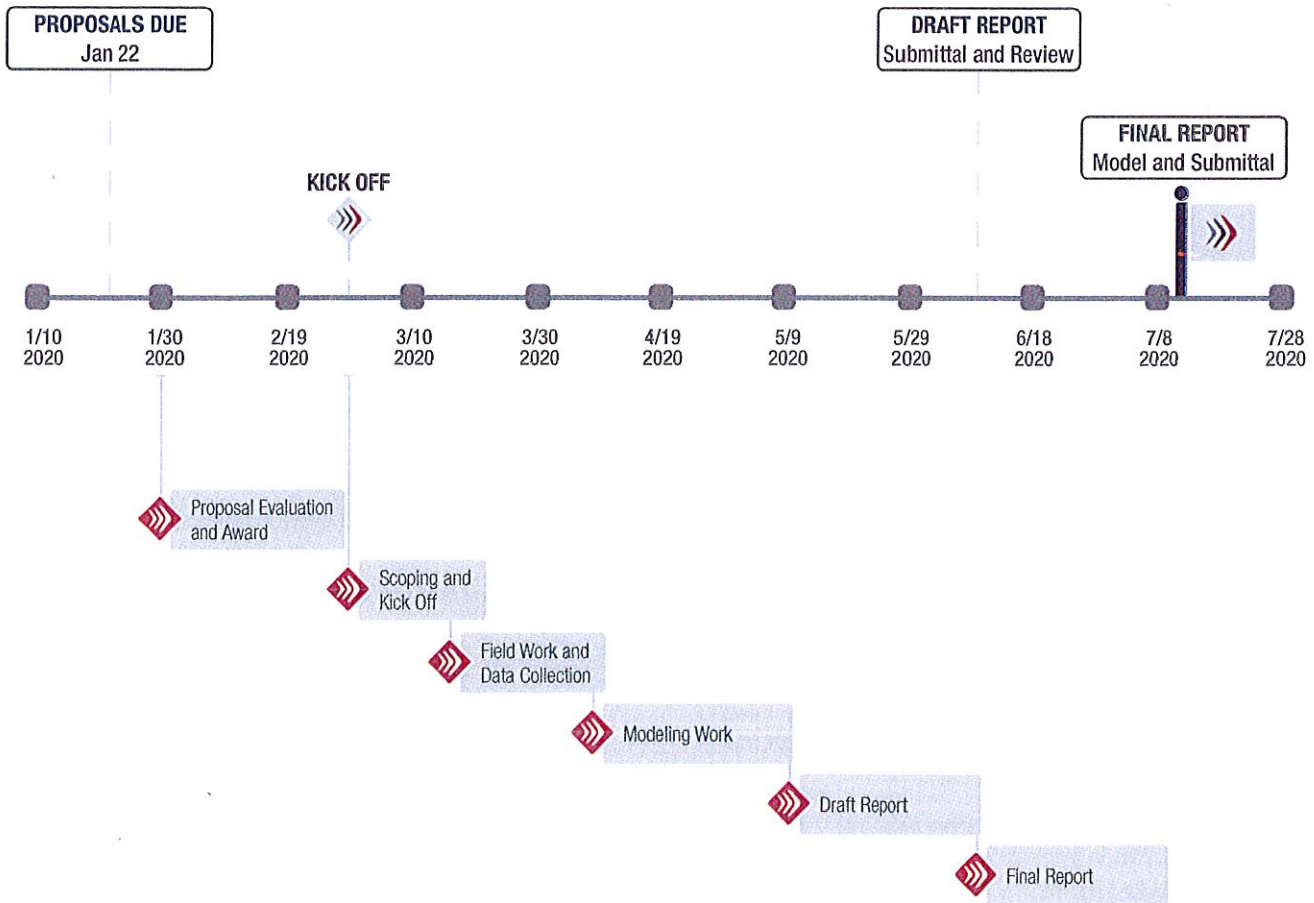
Through our vast collective experience, we have developed many operating procedures and checklists to ensure that the models and datasets we are using are reasonable and justified when preparing deliverables. Prior to making a deliverable, we set interim deliverables such that any discrepancies or oversights may be captured and vetted and in doing so help reduce review time for our clients.

## PROJECT CONCLUSION

It is imperative to conduct final discussions with stakeholders to ensure all outstanding concerns have been addressed, resulting in lasting, positive opinions about the project. Final evaluation of any outstanding risk elements and an evaluation of where the project ended up for schedule and budget will also be completed.

## Proposed Schedule

Kimley-Horn has a proven record of performing on time and within budget. The key to our success is managing the right resources at the right time. We emphasize project management using bimonthly effort reports that give our project managers up-to-date staffing and expense information related to their projects. Additionally, frequent communication and clear definition of the responsibilities of team members are critical elements in maintaining schedules.







# CITY OF COLLEGE PARK

PO BOX 87137 • COLLEGE PARK, GA 30337 • (404) 767-1537

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## AGENDA MEMORANDUM NO. 2020-7946

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**DATE:** FEBRUARY 25, 2020

**TO:** OFFICE OF THE CITY MANAGER

**FROM:** WILLIS MOODY, PURCHASING COORDINATOR

**SUBJECT:** ITB - WATER DISTRIBUTION SYSTEM HYDRAULIC MODEL - 012220  
SEALED BID OPENING

The purpose of this communication is to secure the approval to purchase the following item(s). Please include the following item(s) on the upcoming Mayor/Council agenda.

**Item Description:** Water Distribution System Hydraulic Model

**Budgeted item(s):** This project was budgeted for the current fiscal

**Recommendations:** Kimley-Horn & Associates is recommended at \$59,900.00 for this project

**Explanation of recommendation in full:**

This RFP was advertised in the South Fulton Neighbor for two (2) weeks beginning January 6, 2020. The bid was published on the City of College Park website under the Bids/RFPs location, Vendor Registry.com, DOAS GPR (Georgia Procurement Registry) and the National Association of Minority Contractors - Georgia Chapter. The advertisement publish from January 6, 2020 thru the close on January 22, 2020.

No mandatory pre-bid conference was held for this.

The official bid opening took place Wednesday, January 22, 2020 at 10:15 am held at City Hall in the Administrative Conference Room.



# CITY OF COLLEGE PARK

PO BOX 87137 • COLLEGE PARK, GA 30337 • (404) 767-1537

## Tabulation Matrix

ITB – WATER DISTRIBUTION SYSTEM HYDRAULIC MODEL - 012220

	Company Name	Bid Amount	Minority Y/N Class	Is your company located in CP	Previous Work w/CP?
1	Kimley-Horn & Assoc	\$59,900.00	N	N	Y
2	Benchmark Management	\$65,657.60	Yes (FBE)	N	N
3	AECOM Technical Services	\$69,995.00	N	N	Y
4	R2T, Inc	\$141,918.00	Y (AABE & FBE)	N	N

See the Bid Tabulation Sheet for results of opening. The original proposals are available for review in the Purchasing Department, schedule a time in advance.

### Minority Status Legend:

- (1) African American Business Enterprise (**AABE**) (2) Hispanic Business Enterprise (**HBE**)  
 (3) Female Business Enterprise (**FBE**) (4) Asian Business Enterprise (**ABE**)  
 (5) Native American Business Enterprise (**NABE**)

City of College Park  
 Willis Moody  
 Purchasing/Fleet Administrator  
 College Park, GA 30337



# CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

## REG SESSION AGENDA REQUEST

DOC ID: 7948

**DATE:** February 26, 2020

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Terrence R. Moore, City Manager

**FROM:** Artie Jones, Director of Economic Development

**RE:** Gateway Traffic Study of SkyTrain Way and Hospitality Way

**PURPOSE:** Staff seeks the Honorable Mayor and Council's guidance in the selection of a firm to complete the traffic study for SkyTrain Way and Hospitality Way and how they will connect the Gateway Center and GICC to the Consolidated Rental Car Center (CONRAC) and the ATL West Parking Deck.

**RECOMMENDATION:** Staff recommends that the City Council authorize the Mayor to execute a contract with a firm to complete a traffic study for SkyTrain Way and Hospitality Way on how these roads will connect the Gateway Center and GICC to the Consolidated Rental Car Center (CONRAC) and the ATL West Parking Deck. Staff's first choice for the awarding of a contract to complete the traffic study is CROY Engineering at \$44,075 due to the detail within their reply to the RFP. Staff's second choice was CPL Architecture Engineering Planning at \$20,500.

**BACKGROUND:** As part of the College Park purchased a tract adjacent to the route of the Automated People Mover (APM). Per the terms of the 6th Amendment to the March 2000 IGA, the City of Atlanta's Department of Aviation retains ownership of the portions of SkyTrain Way and Hospitality Way that were in the purchased tract. The purchase agreement requires that prior to deciding upon the traffic patterns on the roads, a traffic study is to be prepared. Once the study is completed, per the terms of the 6th Amendment to the March 2000 IGA, the City of Atlanta's Department of Aviation shall have 30 days to evaluate and respond to College Park regarding the recommendations resulting from the study.

**COST TO CITY:** \$20,500 to \$44,075

**BUDGETED ITEM:** Yes. Account # 558.4985.52.6130

**REVENUE TO CITY:** N/A



**CITY COUNCIL HEARING DATE:** March 2, 2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** Once the study is completed, per the terms of the 6th Amendment to the March 2000 IGA, the City of Atlanta's Department of Aviation shall have 30 days to evaluate and respond to College Park regarding the recommendations resulting from the study.

**EFFECTED AGENCIES:** N/A

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**STAFF:** GICC Director  
 Director of Airport Affairs  
 Director of Public Works  
 Police Chief  
 Fire Chief  
 College Park Power  
 Economic Development Director

**ATTACHMENTS:**

- ExhibitA for Traffic Study (PDF)
- ExhibitB for Traffic Study (PDF)
- College Park requirement for Traffic Study (PDF)
- Choice Gateway Presentation (PDF)
- Agenda Memo ID #2020-7948 - ITB – TRAFFIC FLOW SIMULATION & STUDY - 020520 (PDF)

**Review:**

- Purchasing Completed 02/21/2020 8:08 AM
- Finance Completed 02/26/2020 10:25 PM
- Artie Jones Completed 02/20/2020 6:42 PM
- Mercedes Miller Completed 02/27/2020 7:19 AM
- Gary Young Completed 02/21/2020 9:12 AM
- Mike Mason Completed 02/27/2020 12:15 PM
- Ferman Williford Pending

- Wade Elmore Pending
- Hugh Richardson Completed 02/26/2020 2:34 PM
- Rosylene Robinson Completed 02/26/2020 4:51 PM
- Terrence R. Moore Completed 02/27/2020 12:47 PM
- Mayor & City Council Pending 03/02/2020 7:30 PM

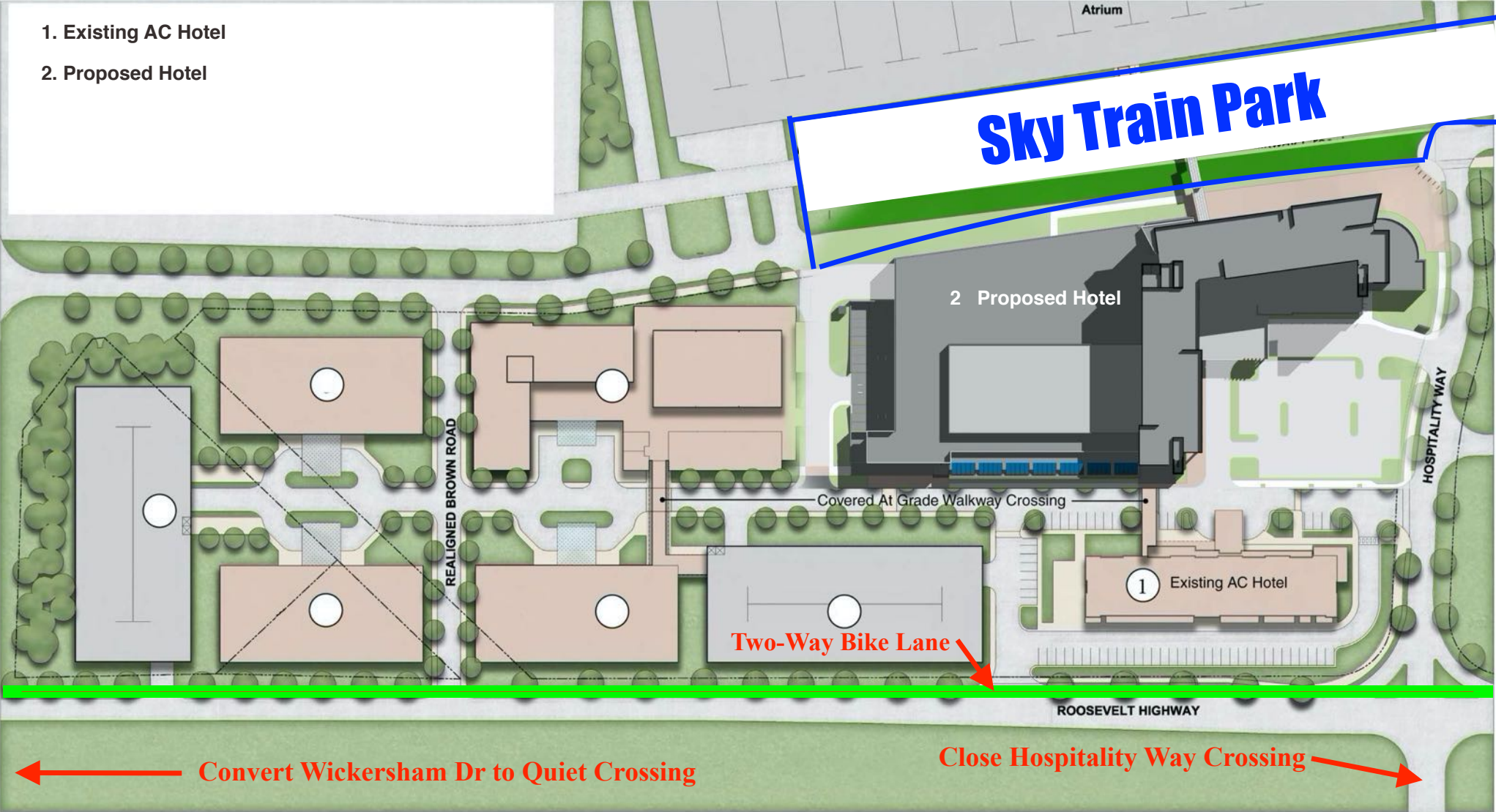


# Exhibit A





# Exhibit B



**ARTICLE IV.**  
**ROAD ACCESS, EGRESS AND INGRESS**

College Park and Atlanta shall complete a plan for a proposed road connecting the ATL Parking Deck and RCC with the Gateway Complex. Said parties shall determine the public/non-public classification of the road and assign the responsibility of obtaining any approval from ARC or GDOT regarding feeding traffic from the RCC area onto Camp Creek Parkway via the new road connection.

**ARTICLE V.**  
**COMPENSATION**

College Park shall pay a purchase price for said Trapezoidal Property and net payment for the Development Work List based upon a fair market value determination, as acceptable to the FAA, made by an appraisal so obtained by Atlanta's Department of Aviation. Atlanta shall not incur any expenses, costs or fees whatsoever from development of the Trapezoidal Property. The parties shall provide reasonable consideration for the exchange of temporary or permanent easements required for construction of the ATL Parking Deck and elevated walkway to the ATL Skytrain station as described in the Development Work List.

**ARTICLE VI.**  
**TERM OF AGREEMENT; TERMINATION**

Term. The term of this Amendment shall be fifty (50) years, commencing on the original IGA dated March 16, 2000 unless extended or sooner terminated by a subsequent written amendment.

**ARTICLE VII.**  
**DEVELOPMENT**

1. College Park acknowledges and agrees that the design, development, construction and maintenance of any Project so developed on the Trapezoidal Property shall comply with all Applicable Law and not in any manner inhibit the functions and operation of the Hartsfield-Jackson Atlanta International Airport nor cause any fees, costs or damages to the Atlanta. Final construction drawings and plans shall be prepared in reasonable accordance with all Applicable Law for the construction of the Project in various stages and phases and in a manner to accommodate Atlanta. Prior to finalizing the construction drawings and plans concerning and affecting the Property, College Park shall provide Atlanta with a copy of said construction plans. Atlanta shall have 60 days from receipt of said construction plans to notify College Park of any requested changes to said construction plans. GDOT and Atlanta shall cooperatively review any such requested changes. Atlanta and College Park agree to work together in an expeditious manner to discuss possible changes and try to incorporate changes.
2. College Park or its developer shall conduct periodic traffic studies (trip generation/attraction, preliminary geometrics, and other similar planning studies) to

← 60 Days



demonstrate that the roadway level of service of Atlanta-developed roadways will not significantly decline as a result of implementing additional development in the area. Such studies shall expeditiously be provided to Atlanta.

- 3. To facilitate vehicular circulation in the general area, Atlanta shall consider a request by College Park, which approval by the City of Atlanta and Airport General Manager of such request will not unreasonably be denied, for College Park to develop a roadway, pedestrian path/trail, or other form of pedestrian or vehicular access to Atlanta-developed roads. A traffic study shall accompany the request, the request shall expeditiously be provided to the City of Atlanta, and the City of Atlanta shall act upon College Park's request within thirty (30) days of receipt of the study.
- 4. All employees, patrons and contractors of College Park and the GICC shall have access to any parking garage/deck constructed on Atlanta's property near the Trapezoidal Property.
- 5. Atlanta will utilize College Park Power as the exclusive provider of electricity to any parking garage/deck constructed on Atlanta's property near the Trapezoidal Property.
- 6. A minimum vertical clearance of eighteen feet is required from the ground to the bottom of the Pedestrian Walkway from the ATL West Parking Deck to the GICC SkyTrain Station and for any walkway covering which may span any portion of roads including Roosevelt Highway.

← 30 Days  
 GICC Access to ATL West Parking

ARTICLE VIII

The following exhibits are attached hereto and incorporated herein:

- A. Trapezoidal Property Description and Site Plan
- B. Airport Layout Plan
- C. Development Worklist
- D. Project Plan
- E. Elevated Walkway Easement Description (Sketch and/or Legal Description)
- F. Roadway Description and Site Plan
- G. Temporary Construction Easement adjacent to Springhill Suites
- H. Brown Road Temporary Construction Easement
- I. Original CONRAC to GICC Roadway Easement
- J. City of Atlanta Transportation Committee Resolution 17-R-3695-10 regarding art element to be applied to façade of ATL Parking Deck
- K. Purchase and Sale Agreement

ARTICLE IX.

EFFECTIVE DATE OF AGREEMENT AND PROPERTY TRANSFER.

This Agreement shall become effective upon the date of signature of the last party to sign.

ARTICLE X.  
GOOD FAITH.

The Parties agree to work together in good faith for the timely completion of the sale of the property and the execution of appropriate deeds and other documentation as required.

# Introduction

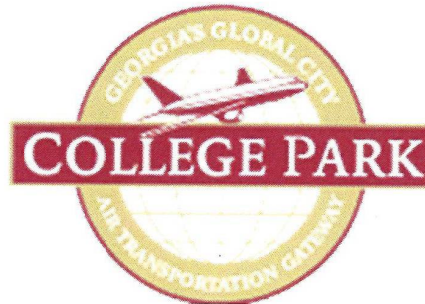
## College Park Business & Industrial Development Authority (BIDA)

*College Park, Georgia*

Choice Gateway Development Presentation  
*Thursday, September 12, 2019*



Choice Gateway



PRIME  
ENGINEERING  
INCORPORATED



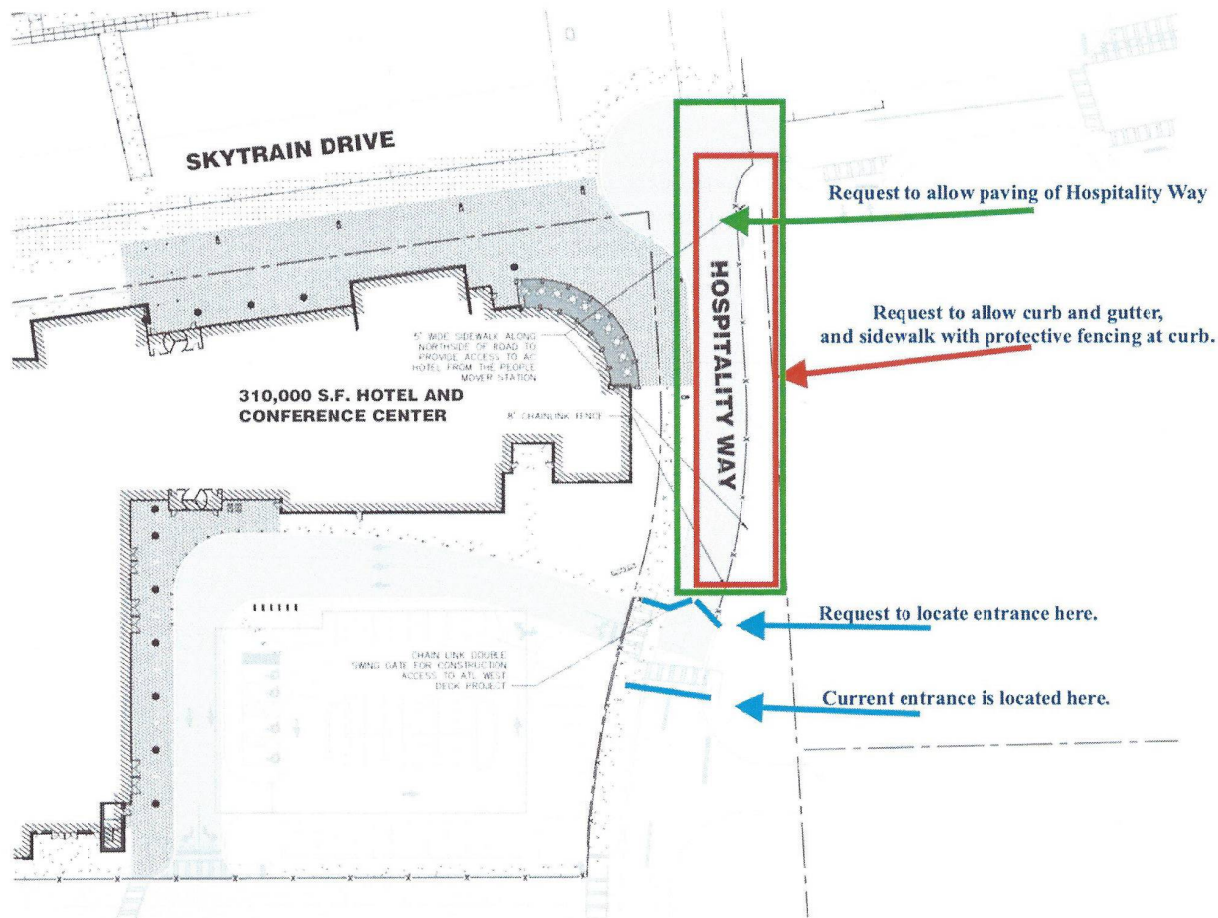
# Agenda

- *Relocation of ATL West Deck Construction Entrance*
- *Modifications to Skytrain Drive*
- *Connectivity between Sheraton and ATL West Deck*
- *Parking*
- *Property Acquisition/Transfer*
  - Brown Road
  - DOA Property



## Relocation of ATL West Deck Construction Entrance

- Relocate fence, screen and construct curb/sidewalk

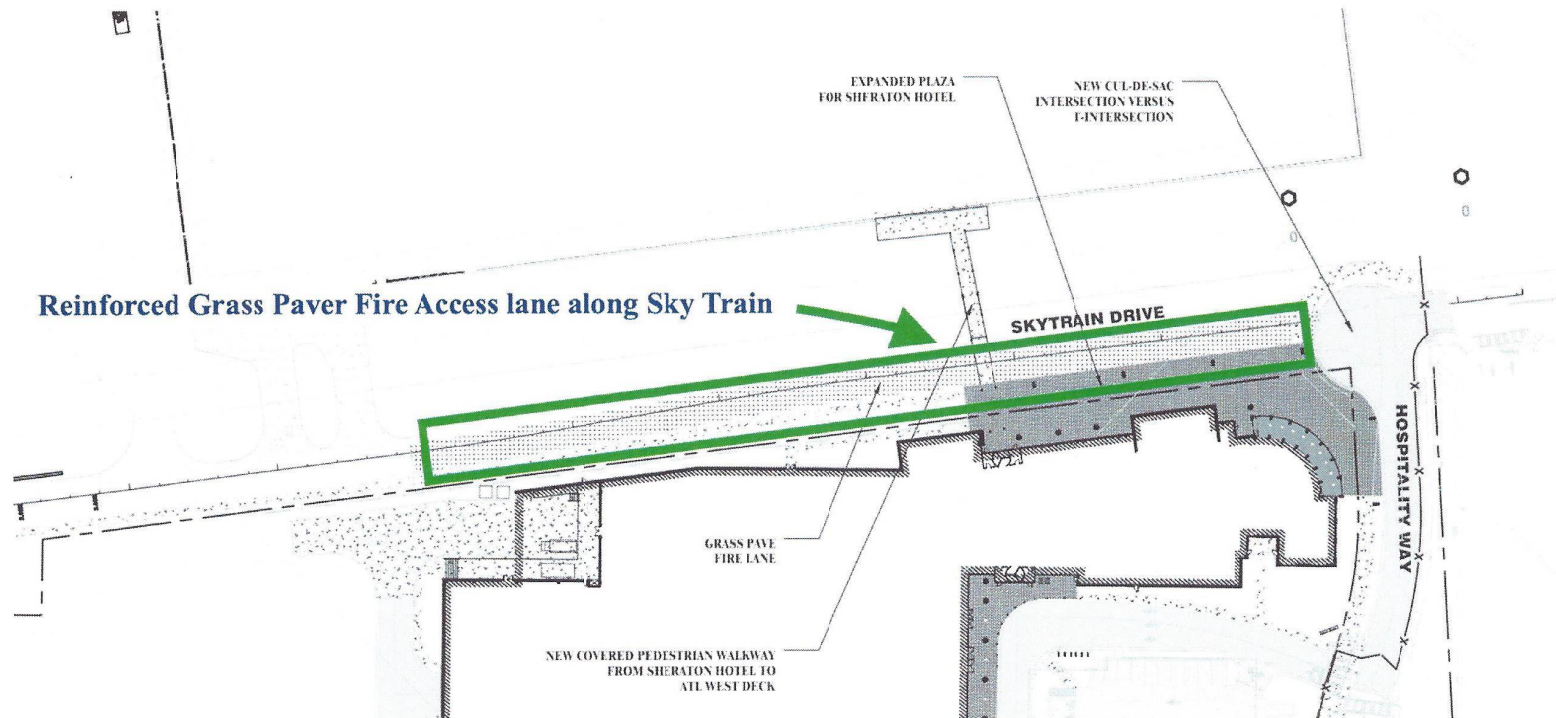


7

PRIME  
ENGINEERING  
INCORPORATED

# Modifications to Skytrain Drive

- Proposed Skytrain Drive (Proposed by Choice Gateway)





## Modifications to Skytrain Drive

- Cul-de-Sac vs “T” Intersection
- Emergency Fire Road – Reinforced Grass vs GAB
- Sidewalk along Sheraton side of R/W





## Modifications to Skytrain Drive



Geosyntec Reinforced Grass Paving



## Modifications to Skytrain Drive





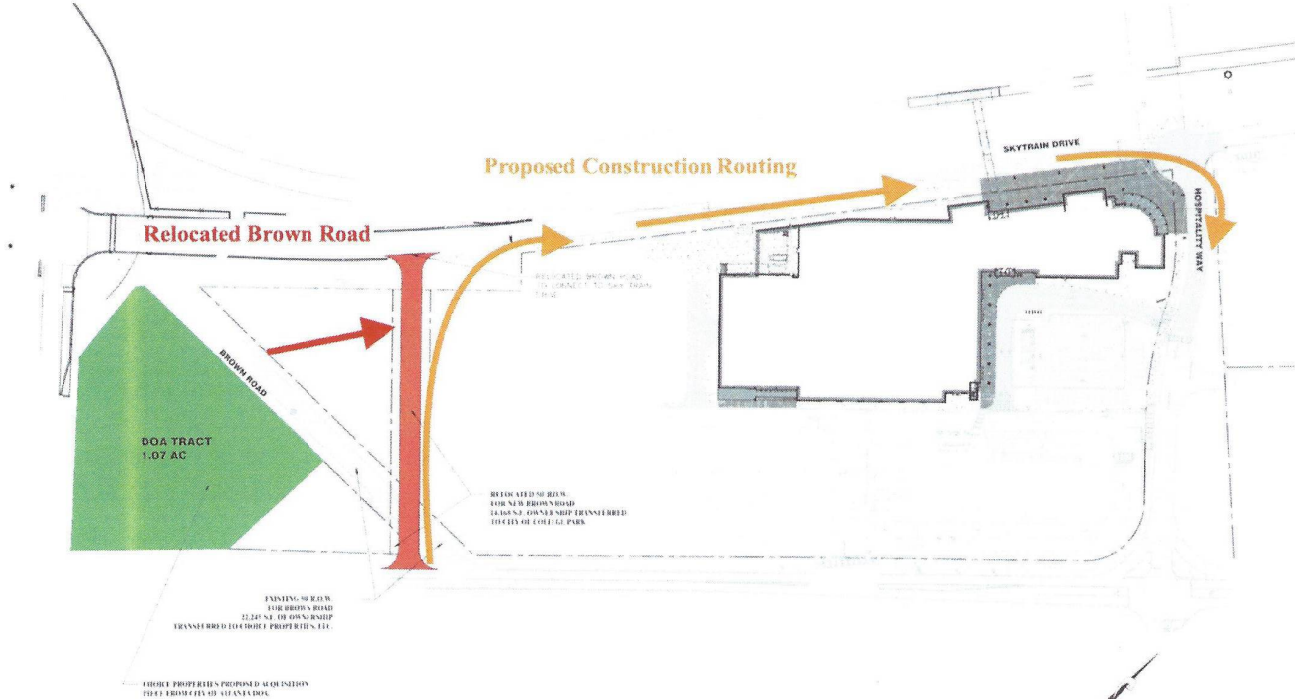
## Connectivity Between Sheraton & ATL West Deck



- **Concrete Sidewalk**
- **Cover (include Emergency Vehicle Clearance)**
- **Elevator (Level 2 to Level 4)**

# Property Acquisition/Transfer

- Relocate Brown Road
  - Obtain DOA Permission to Tie into Skytrain Drive
  - Swap Brown Road Right-of-Way and BIDA Purchase DOA Property for Sale to Choice Gateway







# CITY OF COLLEGE PARK

PO BOX 87137 • COLLEGE PARK, GA 30337 • (404) 767-1537

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## AGENDA MEMORANDUM NO. 2020-7948

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**DATE:** JANUARY 20, 2020

**TO:** OFFICE OF THE CITY MANAGER

**FROM:** WILLIS MOODY, PURCHASING COORDINATOR

**SUBJECT:** ITB - TRAFFIC FLOW SIMULATION & STUDY - 020520  
SEALED BID OPENING

The purpose of this communication is to secure the approval to purchase the following item(s). Please include the following item(s) on the upcoming Mayor/Council agenda.

**Item Description:** Traffic Flow Simulation & Study

**Budgeted item(s):** This project was budgeted for the current fiscal

**Recommendations:** Croy Engineering is recommended at \$44,075.00 for this project

**Explanation of recommendation in full:**

This RFP was advertised in the South Fulton Neighbor for four (4) weeks beginning January 13, 2020. The bid was published on the City of College Park website under the Bids/RFPs location, Vendor Registry.com and DOAS GPR (Georgia Procurement Registry). The advertisement publish from January 13, 2020 thru the close on February 5, 2020.

There will be a (mandatory) pre-bid meeting held, January 21, 2020 at 10:00 am in the Administrative Conference Room at City Hall | 3667 Main Street | College Park, GA | 30337

There was an official bid opening scheduled for Wednesday, February 5, 2020 at 10:00 am held at City Hall in the Executive Conference Room.





# CITY OF COLLEGE PARK

PO BOX 87137 • COLLEGE PARK, GA 30337 • (404) 767-1537

## Tabulation Matrix

ITB – TRAFFIC FLOW SIMULATION & STUDY - 020520

	<b>Company Name</b>	<b>Bid Amount</b>	<b>Minority Y/N Class</b>	<b>Is your company located in CP</b>	<b>Previous Work w/CP?</b>
1	CPL Architects, Engineers, Landscape Architects	\$20,500.00	N	N	N
2	Atlas Technical Consultants	\$21,500.00	N	N	N
3	Wilburn Engineering	\$23,950.00	N	N	Y
4	Croy Engineering	\$44,075.00	N	N	N
5	Kimley-Horn & Assoc	\$86,200.00	N	N	Y

See the Bid Tabulation Sheet for results of opening. The original proposals are available for review in the Purchasing Department, schedule a time in advance.

### Minority Status Legend:

- (1) African American Business Enterprise (**AABE**) (2) Hispanic Business Enterprise (**HBE**)  
 (3) Female Business Enterprise (**FBE**) (4) Asian Business Enterprise (**ABE**)  
 (5) Native American Business Enterprise (**NABE**)

City of College Park  
 Willis Moody  
 Purchasing/Fleet Administrator  
 College Park, GA 30337



# CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

## REG SESSION AGENDA REQUEST

DOC ID: 7947

**DATE:** February 25, 2020

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Terrence R. Moore, City Manager

**FROM:** Artie Jones, Director of Economic Development

**RE:** Sizemore Group Contract

**PURPOSE:** Completion of District Plans for the Airport City development

**REASON:** The City of College Park completed a master plan for the airport city development. As a result of the master plan numerous developers and end-users are interested in acquiring sites for development. The district plans are needed to further clarify various uses of the property throughout the master plan so that appropriate infrastructure can be developed.

**RECOMMENDATION:** Staff recommends to the City Council to authorize the Mayor to execute the contract agreement with the Sizemore Group to complete district plans task 4 and 7 of the Airport City Master Plan.

**BACKGROUND:** See attached information and Airport City Master Plan.

**COST TO CITY:** \$120,181

**BUDGETED ITEM:** No. BIDA property sales proceeds will be used to reimburse the City for the non-budgeted item. BIDA has included in its FY 2020-2021 budget to complete district plans # 4 and #7.

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:** March 2, 2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** N/A

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS: N/A**

**STAFF:** Michelle Alexander - City Planner  
Artie Jones, III - Economic Development Director

**ATTACHMENTS:**

- Airport City MP Implementation Task Order 3 Proposal 2-12-2020 (PDF)
- Airport City District Map (PDF)

**Review:**

- Artie Jones Completed 02/20/2020 3:00 PM
- City Attorney's Office Completed 02/20/2020 4:31 PM
- Rosyline Robinson Completed 02/25/2020 3:13 PM
- Terrence R. Moore Completed 02/25/2020 3:17 PM
- Mayor & City Council Pending 03/02/2020 7:30 PM



February 6, 2020

Mr. Artie Jones, III, MPA  
Director of Economic Development/  
Executive Director of College Park  
Business and Industrial Development Authority  
**City of College Park**  
3667 Main Street  
College Park, GA 30337

Subject: Airport City Master Plan Implementation Task Order 2-9

Dear Mr. Jones:

As requested, we are providing an outline for Task Orders 4 and 7 of our contract for Master Planning for the Airport City Master Site Plan dated February 22, 2019. We understand the City would like a proposal in a menu format for proceeding with the following Tasks based on the adoption of Master Plan Framework by the College Park Council (August 19, 2019):

North South District Plans:

- Task Order 4: Office District.

East West District Plans:

- Task Order 7: Incremental Development District.

**Context:**

We completed the Master Plan Framework which helped create a conservative land value of \$100 million according to Ackerman & Co.'s preliminary findings, if the infrastructure is provided by the City.

One of the challenges is to define the scope of the infrastructure needed to attract the private development and the funding of that infrastructure over time through multiple sources.

Secondly, we understand that the City would like to maintain some control over the type and form of the development required to create a regional, walkable mixed-use destination.

**Our Approach:**

To resolve the above stated issues, we recommend development of District Plans as the next step to balance funding for public infrastructure with private development needs at quality-level acceptable to the City. See Attachment B for District Maps.

**Proposed District Planning Objectives:**

- To coordinate development opportunities, greenspace, trails, placemaking, & multi-modal connectivity at a district level.
- To coordinate zoning ordinance and entitlements developed by the City to support the master plan objectives.
- To determine mix of uses & parking strategy at a district level.

Mr. Jones, III, MPA  
August 22, 2019  
Page 2

- To develop building form and placement at a district level to create walkable environment.
- To develop scope of infrastructure needs to maximize land value, green infrastructure and land use efficiency.
- To submit to the City and Planning Commission for approval.

**Proposed Scope of Services:**

The following tasks will occur roughly in the order presented below.

1. Develop district level map of existing conditions
2. Analyze conditions of existing infrastructure, topography, hydrology and other relevant information per district.
3. Engage private sector input through Ackerman & Co.
4. Engage the community through K&L Consulting.
5. Develop two or three plan and massing options for review by BIDA.
6. Refine preferred option.
7. Develop infrastructure scope & funding strategy with the City, Boards Advisor, BIDA Attorney, and private sector investment.
8. Achieve approval by the Planning Commission and Council for each district.
9. Make adjustments as requested by Council to achieve approval.

The big idea is to develop the infrastructure in concert with the private development so that the City and the private sector can proceed together with confidence on an acceptable design and funding strategy.

To that end, we propose the following task orders and associated cost to do the districts in two clusters, one along the major North South street and a second along the East West street (Refer to Attachment B).

\*The Sizemore Team has been contracted to complete the following District Plans, per contract dated August 22, 2019. This contract is to complete District Plans for Task Order 4: Office District and Task Order 7: Incremental Development District.

- Task Order 2: Camp Creek Frontage District.
- Task Order 3: Golf Entertainment District.
- Task Order 6: Retail District.

Mr. Jones, III, MPA  
 August 22, 2019  
 Page 3

## TASK ORDERS:

### North South District Plans

<input type="checkbox"/>	Task Order 4. Office District	
	▪ Sizemore Group:	\$50,000
	▪ Viridian Studios (Landscape):	\$1,875
	▪ Long Engineering (Civil):	\$3,125
	▪ Palacio Collaborative (Cost Est.):	\$2,744
	<b>Task Order 4 Total:</b>	<b>\$57,744</b>

### East West District Plans

<input type="checkbox"/>	Task Order 7: Incremental Development District	
	▪ Sizemore Group:	\$50,000
	▪ Viridian Studios (Landscape):	\$2,250
	▪ Long Engineering (Civil):	\$3,250
	▪ Palacio Collaborative (Cost Est.):	\$6,937
	<b>Task Order 7 Total:</b>	<b>\$62,437</b>

See Attachment A for additional conditions.

If the terms of this Agreement are acceptable to you, please indicate your acceptance by signing a copy of this proposal below and return one original copy to us with a retainer check of \$10,000.

We appreciate the opportunity to submit this proposal. Please feel free to contact us if you have any questions. As always, we remain open to alternative approaches to align our services with your resources and aspirations. We look forward to continuing our work with you.

For the Team,  
**Sizemore Group, LLC**



William J. de St. Aubin, AIA, LEED AP  
 CEO  
 Enclosures:

\_\_\_\_\_  
 Mayor Bianca Motley Broom, City of College Park

\_\_\_\_\_  
 Date

Attachment A: Additional Conditions  
 Attachment B: District Maps  
 Attachment C: Sizemore Group Hourly Rates

Mr. Jones, III, MPA  
August 22, 2019  
Page 4

### **Attachment A: Additional Conditions**

Additional services available upon request:

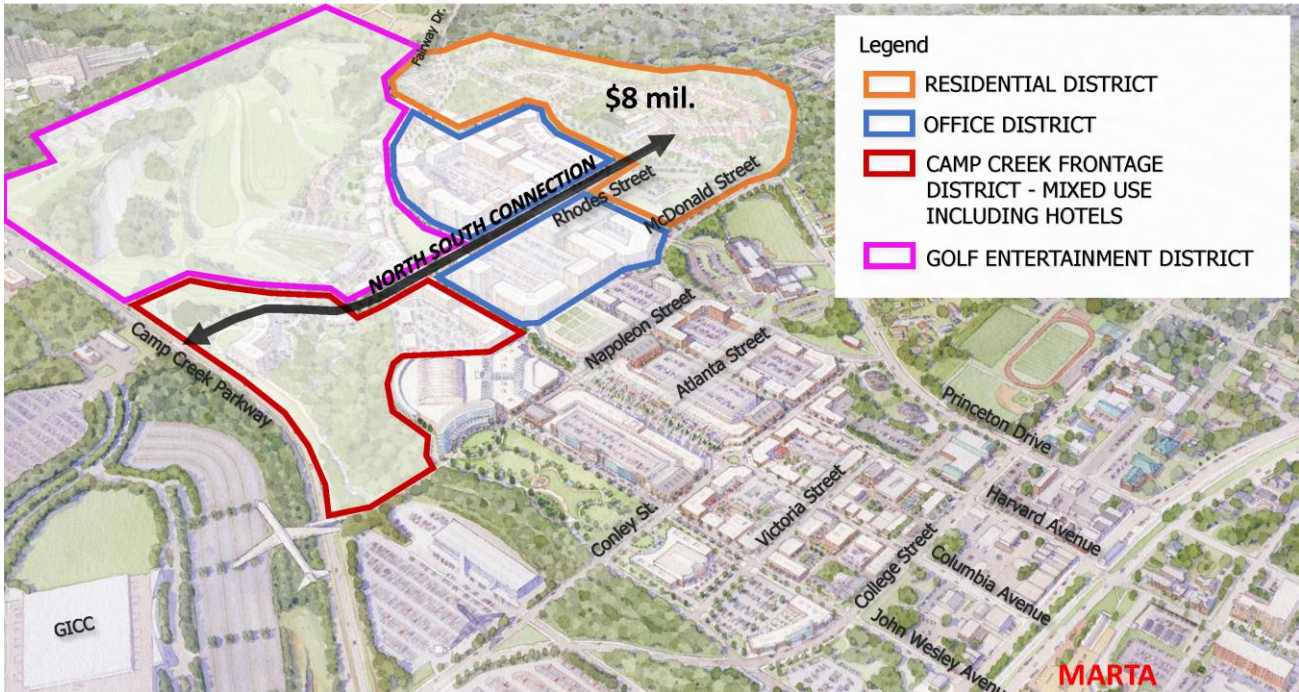
- Program Management
- Roadway Preliminary Design (CERM):
  - North South and East West Roads (Initiation to Concept Development including Environmental and Wetlands Delineation) (\$701, 412)
- Parking Consultant
- Golf Course Consultant
- Fiber Infrastructure Consultant
- Regional Stormwater Study
- Regional Water Supply Study
- Construction Management

As the author of a Master Plan, we are often approached by private developers interested in developing buildings in the plan. It is our policy to be transparent with our actions towards clients who funded the Master Plan should this occur. We will only engage those commissions if approved by the City of College Park as we remain actively engaged in the implementation. Often times this can be transformed into a win-win public/private planning effort for the City and the developer.

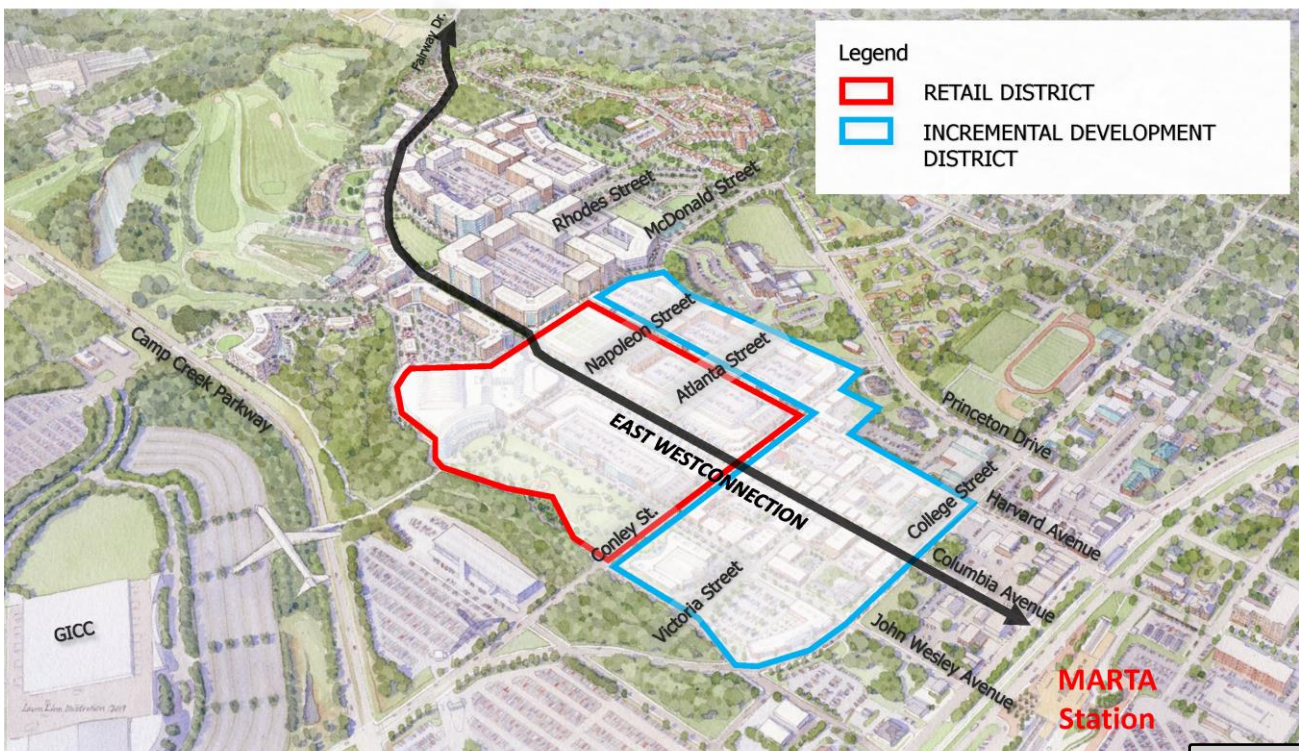


Attachment B: District Maps

# FOUR NORTH SOUTH DISTRICTS



# TWO EAST WEST DISTRICTS





Mr. Jones, III, MPA  
August 22, 2019  
Page 6

**Attachment C: Sizemore Group Hourly Rates**

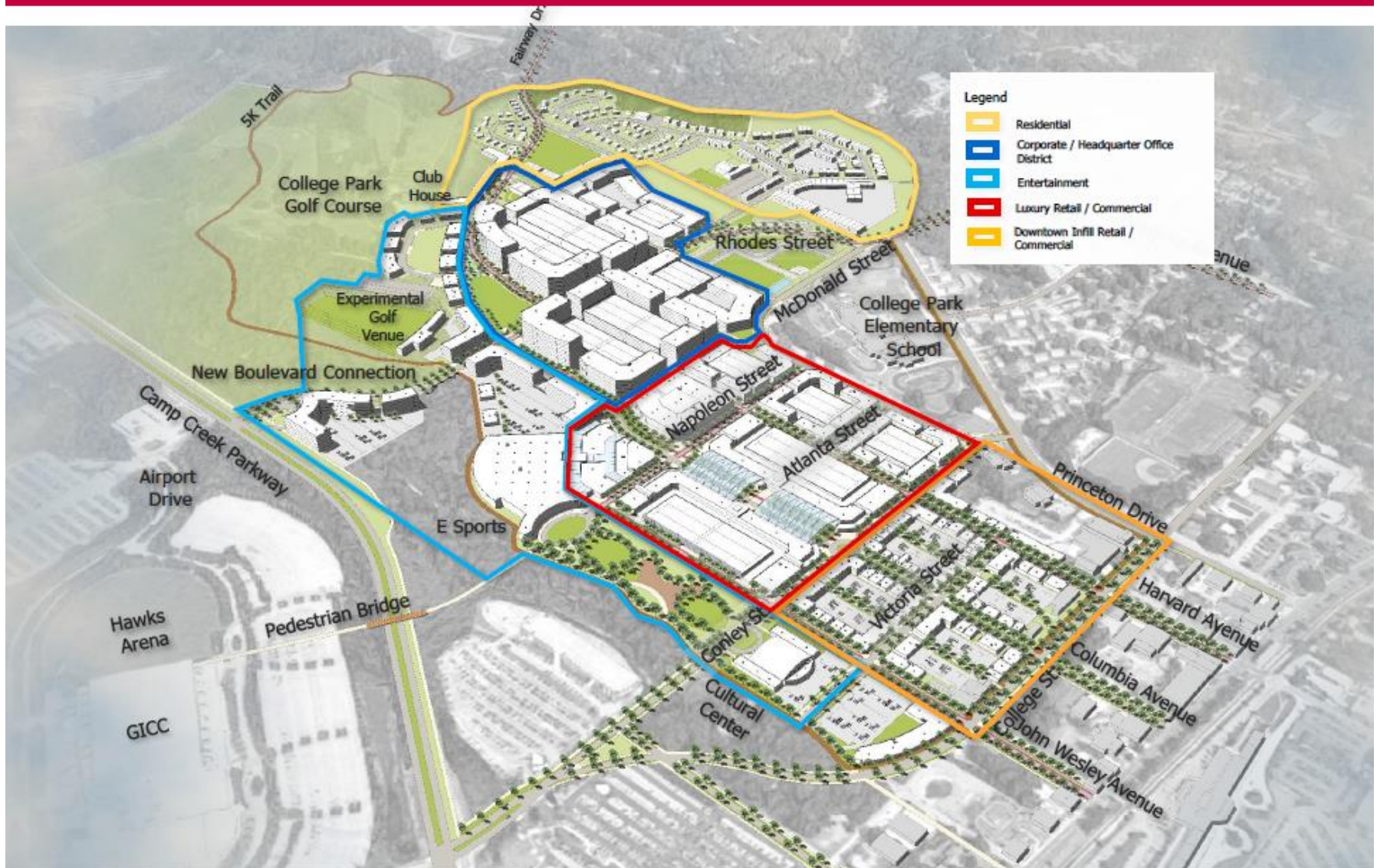
**SIZEMORE GROUP**

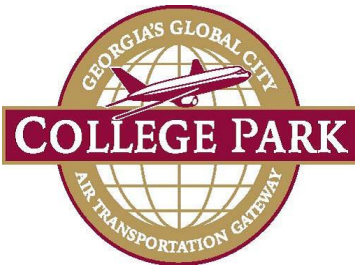
2019 Standard Billing Rates

<b><u>Title</u></b>	<b><u>Current Billing Rates</u></b>
Principals	\$225
Project Manager	\$163
Project Architect	\$130
Lead Planner	\$138
Planner	\$108
Architect Intern	\$95
Coordinator	\$85
Special Services	Varies

*January 2019*

# Airport City Concept Plan





# CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

## REG SESSION AGENDA REQUEST

DOC ID: 7963

**DATE:** February 27, 2020

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Terrence R. Moore, City Manager

**FROM:** Ferman Williford, Chief of Police

**RE:** Consideration/Action for Inmate Health Care Invoice

**PURPOSE:** Consideration/action authorizing payment of an inmate emergency healthcare invoice in the amount of \$134,392.34.

**REASON:** Inmate was injured during the commission of a violent crime and received emergency surgery and after care.

**RECOMMENDATION:** Request approval of this request.

**BACKGROUND:** On June 24th 2019 a shooting occurred on Charlestown Drive where two persons were victims of a homicide. The offender was wounded by return fire from a witness. The offender received emergency care as required and was treated at Grady Hospital. The original medical bill was in the amount of \$426,913.63 and our medical management carrier, Correctional Services negotiated the cost down to \$134,392.34. An insurance claim will be filed after the invoice is paid and a majority of the cost should be reimbursed. The City's deductible for these instances is \$10,000.00

**YEARS OF SERVICE:**

**COST TO CITY:** \$134,392.34

**BUDGETED ITEM:** No

**REVENUE TO CITY:**

**CITY COUNCIL HEARING DATE:** March 2, 2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** Human Resources/Risk Management

**AFFECTED AGENCIES:****RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:****REQUIRED CHANGES TO WORK PROGRAMS:****STAFF:****ATTACHMENTS:**

- CRS Invoice (PDF)

**Review:**

- Ferman Williford Completed 02/26/2020 9:34 AM
- City Attorney's Office Completed 02/26/2020 10:52 AM
- Rosyline Robinson Completed 02/26/2020 5:36 PM
- Terrence R. Moore Completed 02/26/2020 5:41 PM
- Mayor & City Council Pending 03/02/2020 7:30 PM



**Correctional Risk Services**  
PO Box 2132, Brentwood, TN 37024  
866-345-4554 Fax 877-720-4041

**Invoice**

Cathy Tedford  
City of College Park  
3717 College Street  
College Park, GA 30337

**Approximate Year-To-Date Net Savings: \$294,347.39**

invoice 15119    Date 12/12/19    Total Due \$134,392.34

Name	DOB	SSN	Service Dates	Amount Charged	Ineligible	CRS Savings	Amount Due
[REDACTED]	[REDACTED]	[REDACTED]					
Grady Memorial Hosp Corp			6/24/19-7/11/19	426,913.63	0.00	292,990.83	133,922.80
Emory Medical Care Foundation			6/24/19-6/24/19	528.00	0.00	283.47	244.53
Emory Medical Care Foundation			6/24/19-6/24/19	486.00	0.00	260.99	225.01
			<b>INVOICE TOTALS</b>	<b>427,927.63</b>	<b>0.00</b>	<b>293,535.29</b>	<b>134,392.34</b>



# CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

## REG SESSION AGENDA REQUEST

DOC ID: 7966

**DATE:** February 26, 2020

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Terrence R. Moore, City Manager

**FROM:** Michelle Alexander, City Planner

**RE:** Action on Conditional Use Permit at 3950 Conley Street

**PURPOSE:** Consideration of a Conditional Use Permit at 3950 Conley Street, College Park, GA 30337 to allow for a car sharing operation in the C2 - Community Business District.

**REASON:** The applicant would like open a car sharing operation in addition to the current use of airport parking. The applicant is applying for a Conditional Use Permit from Mayor and Council to allow this use in the C2 - Community Business Zoning District.

### RECOMMENDATION:

Staff recommends approval with the condition that no additional shuttle rides shall be conducted between the property and the airport as a result of the Avail program. The Planning Commission heard this item at its regular meeting on January 27th, 2020. **Planning Commission recommendation:** The Commission recommended approval of the application with a condition that research on the potential for collecting Car Rental Tax be conducted prior to final approval.

**BACKGROUND:** The subject property is currently zoned C2 - Community Business, which does not allow for car sharing as a permitted use. The applicant plans to construct a small building and operate a car sharing business.

The operation will consist of customers dropping off their vehicles and using the already operating Park N Fly shuttle to get to the airport. These vehicles are then advertised and possibly rented by other travelers for the course of their stay. The vehicle is then returned to the lot and the owner retrieves their car where they left it. Even if the vehicle is not rented, parking is free. The entire process is done through the Avail App and covered by Allstate Insurance. The business is expected to add approximately 30 new jobs to the College Park area.

The proposed location for the car sharing operation is surrounded by properties used for airport parking. There are no additional parking spaces being added on the lot, and the proposed building will eliminate several parking spaces. There is a designated path for traffic flow, and a



reduction in spaces should also mean a reduction in cars on the lot. Additionally, the proposed use should reduce the amount of time cars are being stored on the lot.

**COST TO CITY:** N/A

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:** potential future tax on "car-sharing"

**CITY COUNCIL HEARING DATE:** March 2, 2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** N/A

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** Approval of this request would result in a Conditional Use Permit for this specific use on this parcel.

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**STAFF:** Michelle Alexander

**ATTACHMENTS:**

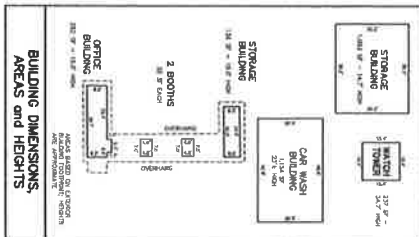
- Public - 3950 ConleyStreet\_Application(Avail) (PDF)
- 3950ConleyStreet\_StaffReport (PDF)

**Review:**

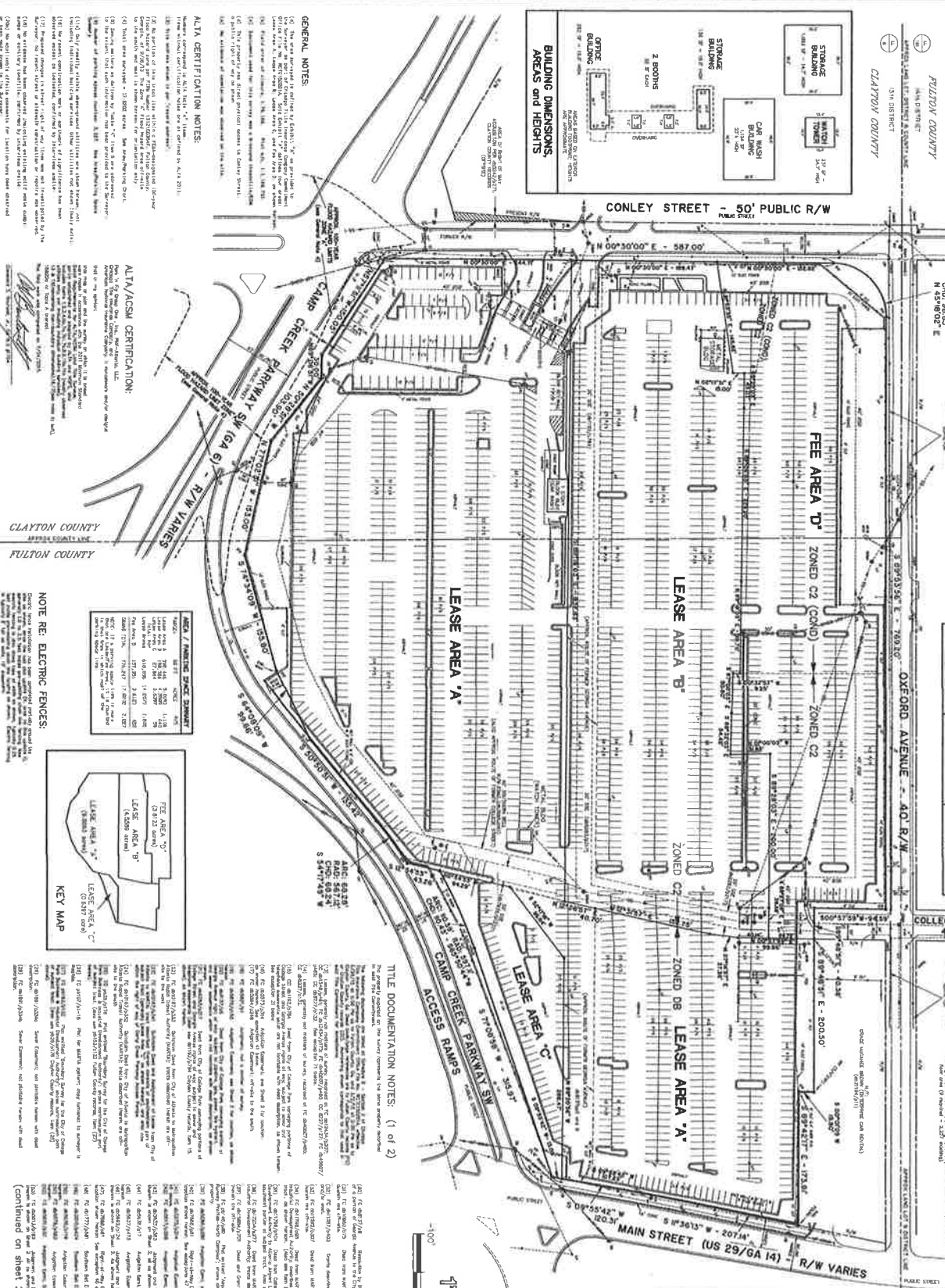
- |                        |           |                    |
|------------------------|-----------|--------------------|
| • Michelle Alexander   | Completed | 02/26/2020 2:02 PM |
| • Rosyline Robinson    | Completed | 02/26/2020 4:40 PM |
| • Terrence R. Moore    | Completed | 02/26/2020 5:41 PM |
| • Mayor & City Council | Pending   | 03/02/2020 7:30 PM |

DISCLAIMER STATEMENT

- (1) This document is the property of the client and is not to be used for any other purpose without the client's written consent.
- (2) This document is not a contract and is not to be used as such.
- (3) This document is not a warranty and is not to be used as such.
- (4) This document is not a guarantee and is not to be used as such.



CONLEY STREET - 50' PUBLIC R/W

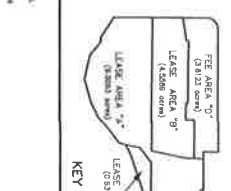


**ALTA/ACSM CERTIFICATION:**

This is a true and correct copy of the original survey as shown on this drawing. The original survey is on file at the office of the engineer.

**ALTA/ACSM CERTIFICATION:**

This is a true and correct copy of the original survey as shown on this drawing. The original survey is on file at the office of the engineer.



**NOTE RE: ELECTRIC FENCES:**

The electric fences shown on this drawing are not to be used as a barrier or to restrict access to any area.

**TITLE DOCUMENTATION NOTES: (1 of 2)**

Reference is made to the following title documents:

(1) Plat of Subdivision, 1/24/98, Book 11, Page 131, FULTON COUNTY, GEORGIA.

(2) Plat of Subdivision, 1/24/98, Book 11, Page 131, FULTON COUNTY, GEORGIA.

(3) Plat of Subdivision, 1/24/98, Book 11, Page 131, FULTON COUNTY, GEORGIA.

**ZONING DATA:**

Fee Area 'D' Zoned C2 (COND)

Lease Area 'A', 'B', 'C' Zoned C2

**BOUTWELL ENGINEERING, INC.**

CIVIL ENGINEERING CONSULTING - LAND SURVEYING

1054 HUNTERS RIDGE, ASPEN, GEORGIA 30613 (770) 692-3448

clava@bouteengineering.com info@bouteengineering.com

**ALTA/ACSM LAND TITLE SURVEY**

**PARK N FLY GROUP ONE, INC. & PNF-ATLANTA, LLC**

3060 CONLEY STREET, COLLEGE PARK, GA

LAND LOT 6, 13TH DISTRICT, CLAYTON COUNTY, GEORGIA

LAND LOT 6, 13TH DISTRICT, FULTON COUNTY, GEORGIA

NOV 29, 2020

LAND DESCRIPTION - LEASE AREA A

THE FOLLOWING IS A DESCRIPTION OF THE LAND DESCRIBED IN THE ATTACHED MAP, TO-WIT: A certain parcel of land situated in the County of Clayton, State of Georgia, bounded on the north by the 13th District, on the east by the 13th District, on the south by the 13th District, and on the west by the 13th District, containing approximately 1.00 acre, more or less, and being more particularly described as follows: ...

LAND DESCRIPTION - LEASE AREA B

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LAND DESCRIPTION - FEE AREA D

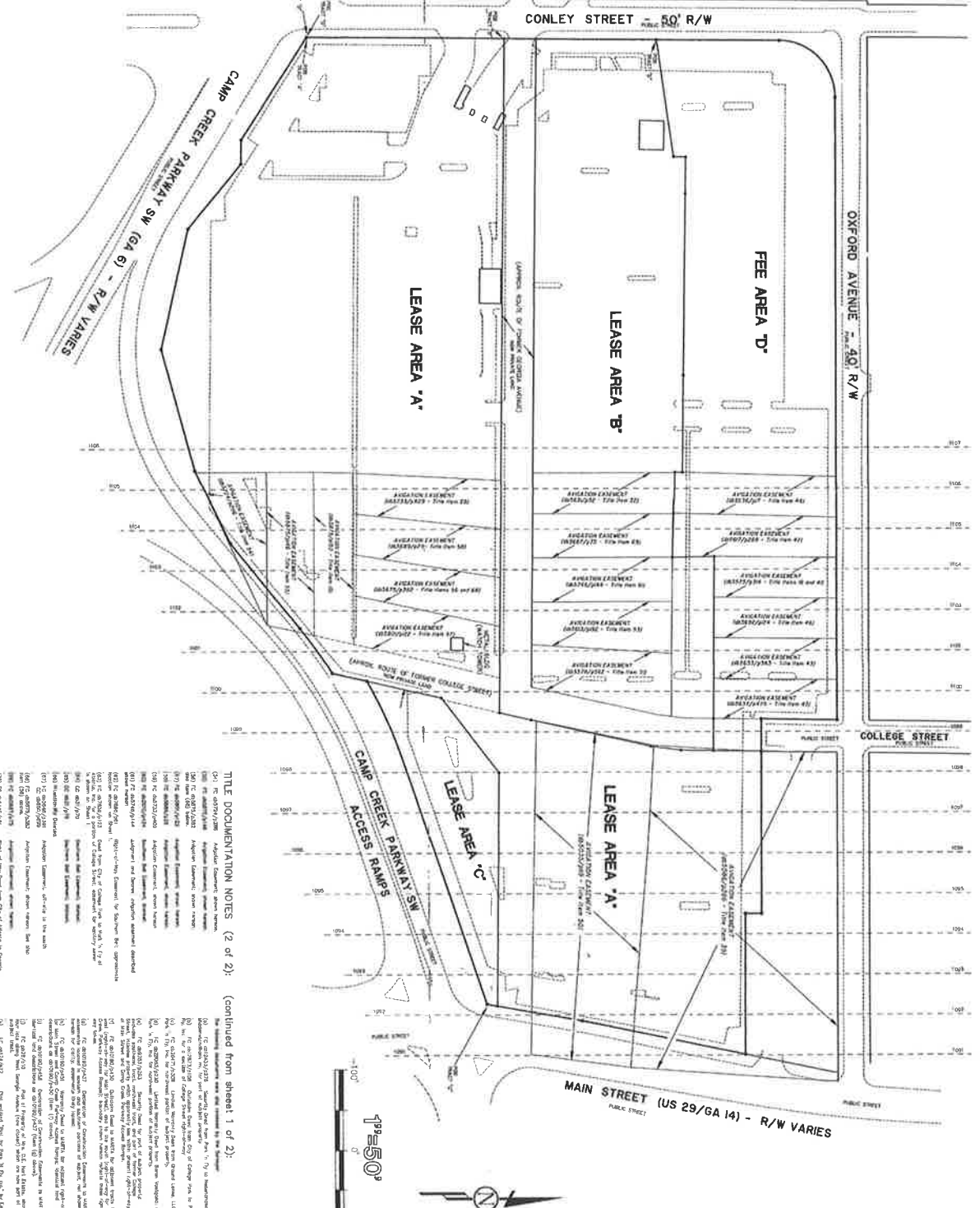
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NOTES REGARDING AUCTION EASEMENTS

1. The purpose of this sheet is to horizontally delineate auction easements on a limited amount of detail as shown on this sheet.

NOTE: THE PURPOSE OF THIS SHEET IS TO HORIZONTALLY DELINEATE AUCTION EASEMENTS ON A LIMITED AMOUNT OF DETAIL AS SHOWN ON THIS SHEET.

2. The purpose of this sheet is to horizontally delineate auction easements on a limited amount of detail as shown on this sheet.



TITLE DOCUMENTATION NOTES (2 of 2):

- (01) PLAT 1234567890 - Original Survey of the 13th District, Clayton County, Georgia, 1912.
- (02) PLAT 1234567890 - Original Survey of the 13th District, Clayton County, Georgia, 1912.
- (03) PLAT 1234567890 - Original Survey of the 13th District, Clayton County, Georgia, 1912.
- (04) PLAT 1234567890 - Original Survey of the 13th District, Clayton County, Georgia, 1912.
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- (17) PLAT 1234567890 - Original Survey of the 13th District, Clayton County, Georgia, 1912.
- (18) PLAT 1234567890 - Original Survey of the 13th District, Clayton County, Georgia, 1912.
- (19) PLAT 1234567890 - Original Survey of the 13th District, Clayton County, Georgia, 1912.
- (20) PLAT 1234567890 - Original Survey of the 13th District, Clayton County, Georgia, 1912.

REV	DATE	DESCRIPTION
A	2/21/21	SHADE FEE AREAS AND 60' R/W
B	3/18/21	RENAME SUBPARCELS AND FEE UPDATES
C	3/18/21	RENAME FLY GROUP ONE, FEE UPDATES
D	3/18/21	RENAME FEE AREA 'D', NO FEE UPDATES
E	3/18/21	RENAME FEE AREA 'D', NO FEE UPDATES
F	3/18/21	REVISIONS PER CLIENT (NO FEE UPDATES)
G	3/18/21	REVISIONS PER CLIENT (NO FEE UPDATES)
H	3/18/21	REVISIONS PER CLIENT (NO FEE UPDATES)
I	3/18/21	REVISIONS PER CLIENT (NO FEE UPDATES)
J	3/18/21	REVISIONS PER CLIENT (NO FEE UPDATES)
K	3/18/21	REVISIONS PER CLIENT (NO FEE UPDATES)

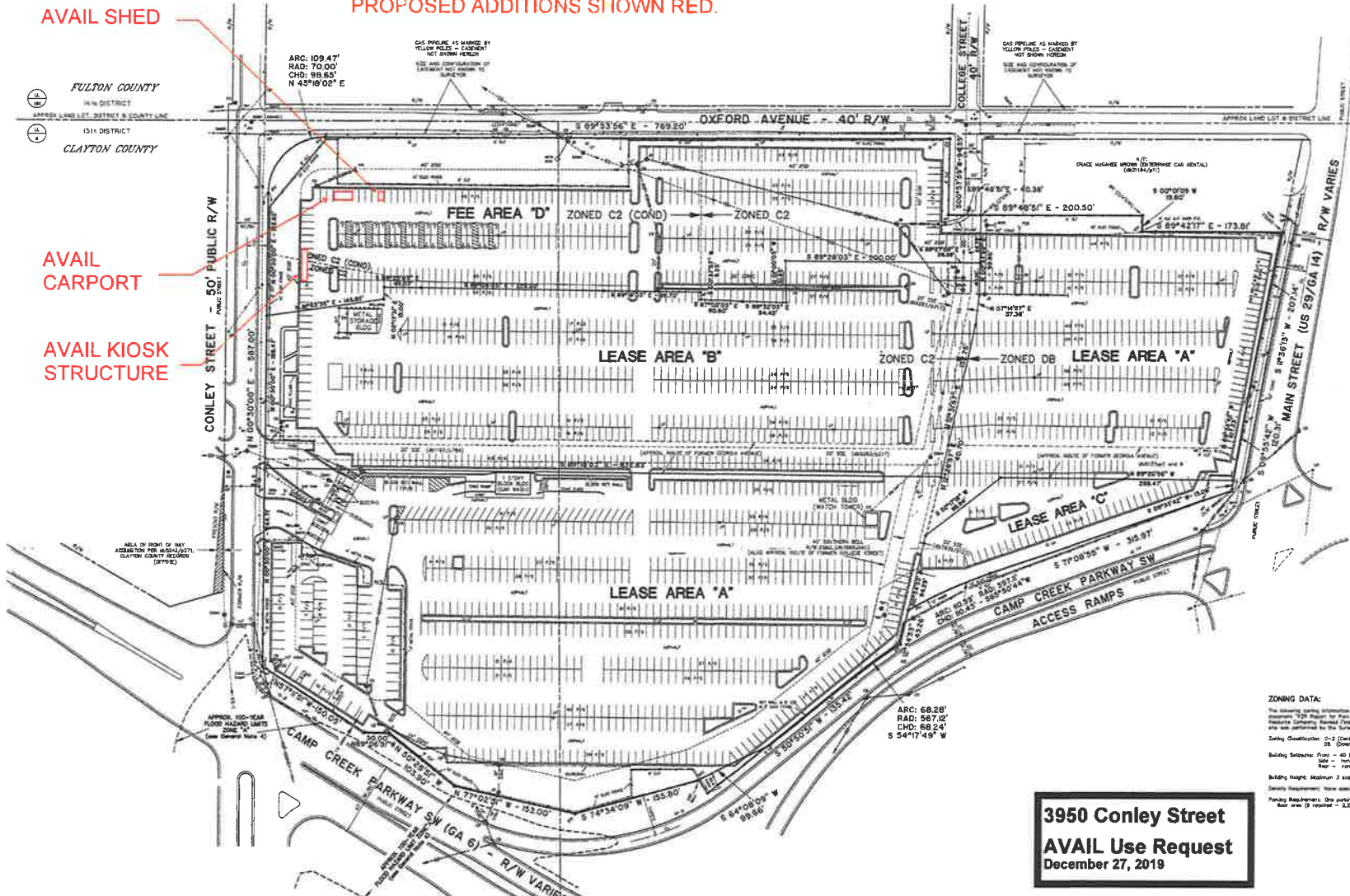
ALTA/ACSM LAND TITLE SURVEY  
**PARK 'N FLY GROUP ONE, INC. & PNF-ATLANTA, LLC**  
 3960 CONLEY STREET, COLLEGE PARK, GA  
 LAND LOT 8, 13TH DISTRICT, CLAYTON COUNTY, GEORGIA  
 LAND LOT 8, 13TH DISTRICT, FULTON COUNTY, GEORGIA



**BOUTWELL ENGINEERING, INC.**  
 CIVIL ENGINEERING CONSULTING - LAND SURVEYING  
 1094 HUNTERS RIDGE, JASPER, GEORGIA 30645 (708) 692-3148  
 clc@bouteengineering.com mlo@bouteengineering.com



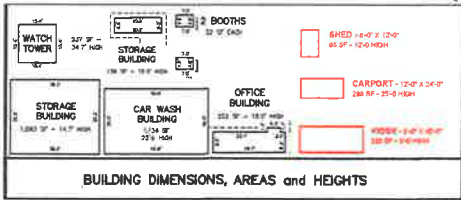
EXISTING CONDITIONS SHOWN BLACK  
PROPOSED ADDITIONS SHOWN RED.



AVAIL SHED

AVAIL CARPORT

AVAIL KIOSK STRUCTURE

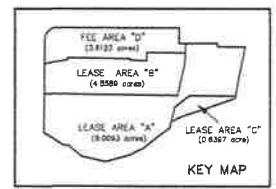


**AREA / PARKING SPACE SUMMARY**

AREA	SQ FT	ACRES	A/S
Lease Area A	276,446	6.2972	1,110
Lease Area B	432,888	9.9281	1,412
Lease Area C	67,864	1.5597	71
Lease Area D	419,894	9.6279	1,820
<b>TOTAL</b>	<b>1,207,192</b>	<b>27.8129</b>	<b>2,413</b>

NOTE: If a parking space size is more than one category area, it is counted in that area in which most of the parking space lies.

**3950 Conley Street**  
**AVAIL Use Request**  
 December 27, 2019



**ZONING DATA:**  
 The zoning information was provided to the Surveyor by the Client in compliance with the Request for Proposal. The Planning & Zoning Authority's Zoning Ordinance is the final authority on zoning matters of this site and not the Surveyor.

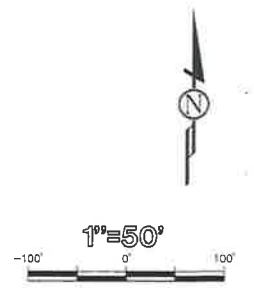
Zoning Classification: C-2 (Central Business District) and C-3 (Community Business)

Building Setbacks: Front - 40 feet.  
 Side - none (this does not meet Ordinance District).  
 Rear - none (this does not meet Ordinance District).

Building Height: Maximum 3 stories. Maximum height: 35 feet.

Security Requirements: None specified.

Parking Requirements: One parking space required for each 200 square feet of floor area (3 required - 3,223 parking).





**AVAIL** is a new company started in 2018 year by **Allstate** that operates in the peer-to-peer car sharing world.

Like Airbnb, **AVAIL** is a platform/marketplace that matches vehicle owners with consumers in need of a car. In return for facilitating that match and exchange at an offsite airport parking lot, **AVAIL** charges a commission.

**AVAIL** will allow local residents to earn income by listing their personal vehicles on an online platform that connects them with people who want to use a car for a period of time. Unlike rental car companies, **AVAIL** does not own a fleet of vehicles but instead lists on its platform vehicles owned by local residents.

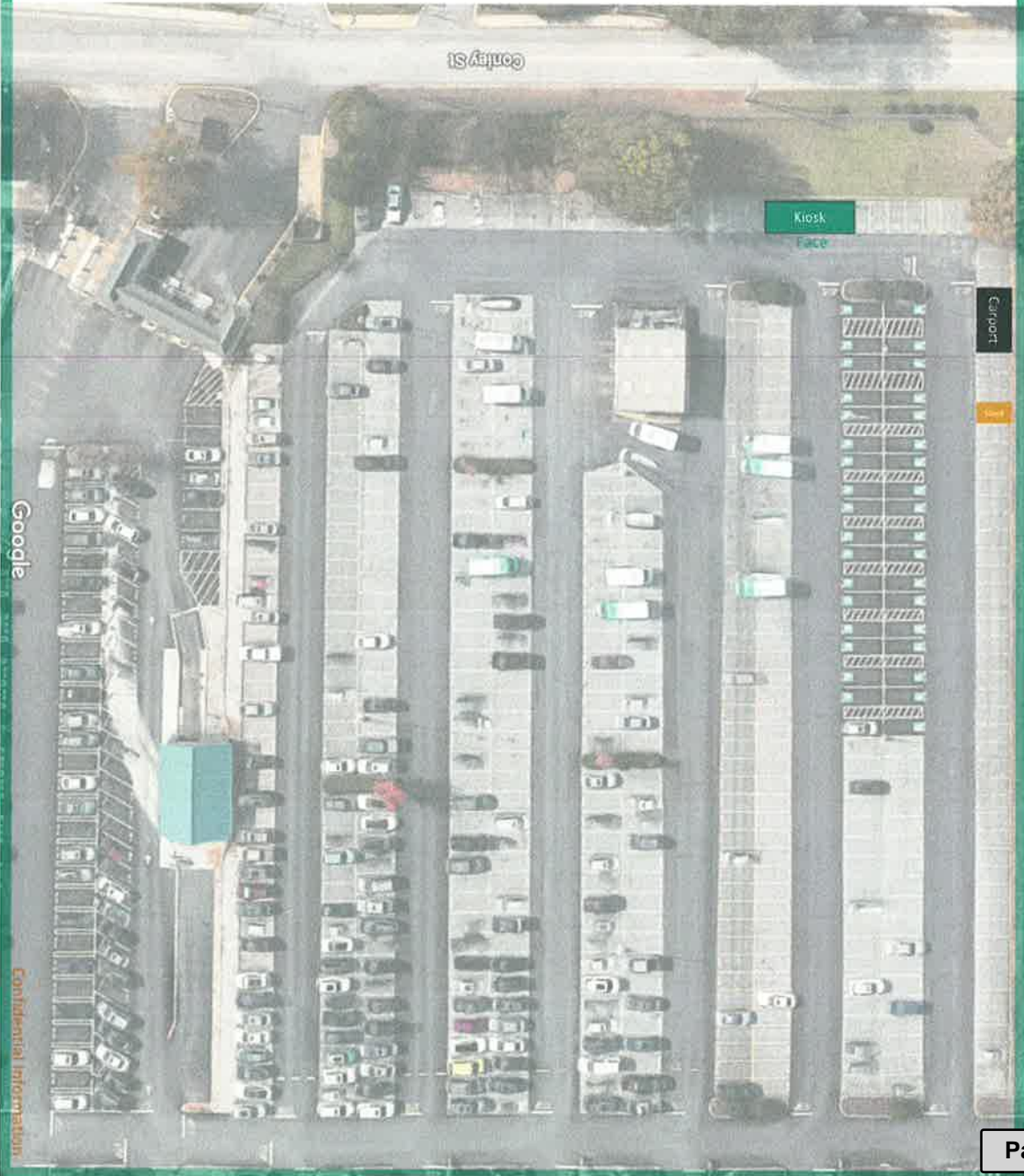
The airport model for **AVAIL** is based at an offsite airport parking facility that is permitted by the airport. **AVAIL** contracts with an offsite airport parking facility to use parking stalls to park vehicles. In College Park, this partner is Park 'N Fly at their existing facility at 3950 Conley Street. **AVAIL** customers will use Park 'N Fly's existing shuttle to access airport property. In this way, **AVAIL** is not adding new or additional traffic on to the local jurisdiction's roadways.

**AVAIL** is requesting that a Conditional Use Permit be granted to allow their co-use of the subject property. While the City's zoning code of ordinances does not recognize "car sharing" as a use, the City Planning Staff has determined that "automobile rental" is the closest use by definition. Since "automobile rental" is not an allowed use in the C-2 district, **Avail** is requesting the CUP to facilitate the expansion of the non-conforming use (as determined by City Staff). **Avail** intends to place three small structures on the property (subject to building permit process) – a "kiosk" (not to exceed 320 sf), a "carport" (approximately 288 sf), and a small storage shed (approximately 96 sf). These structures support our check-in and check-out processes only and are represented on the site map.

**AVAIL** and its parent company, **Allstate Insurance Company**, respectfully request the City of College Park's support for this use. Allstate is proud to be bringing this new customer service, the first in the Southeastern U.S., to the City of College Park and looks forward to our continued partnership.



Park-N-Fly  
3950 Conley St  
College Park, GA



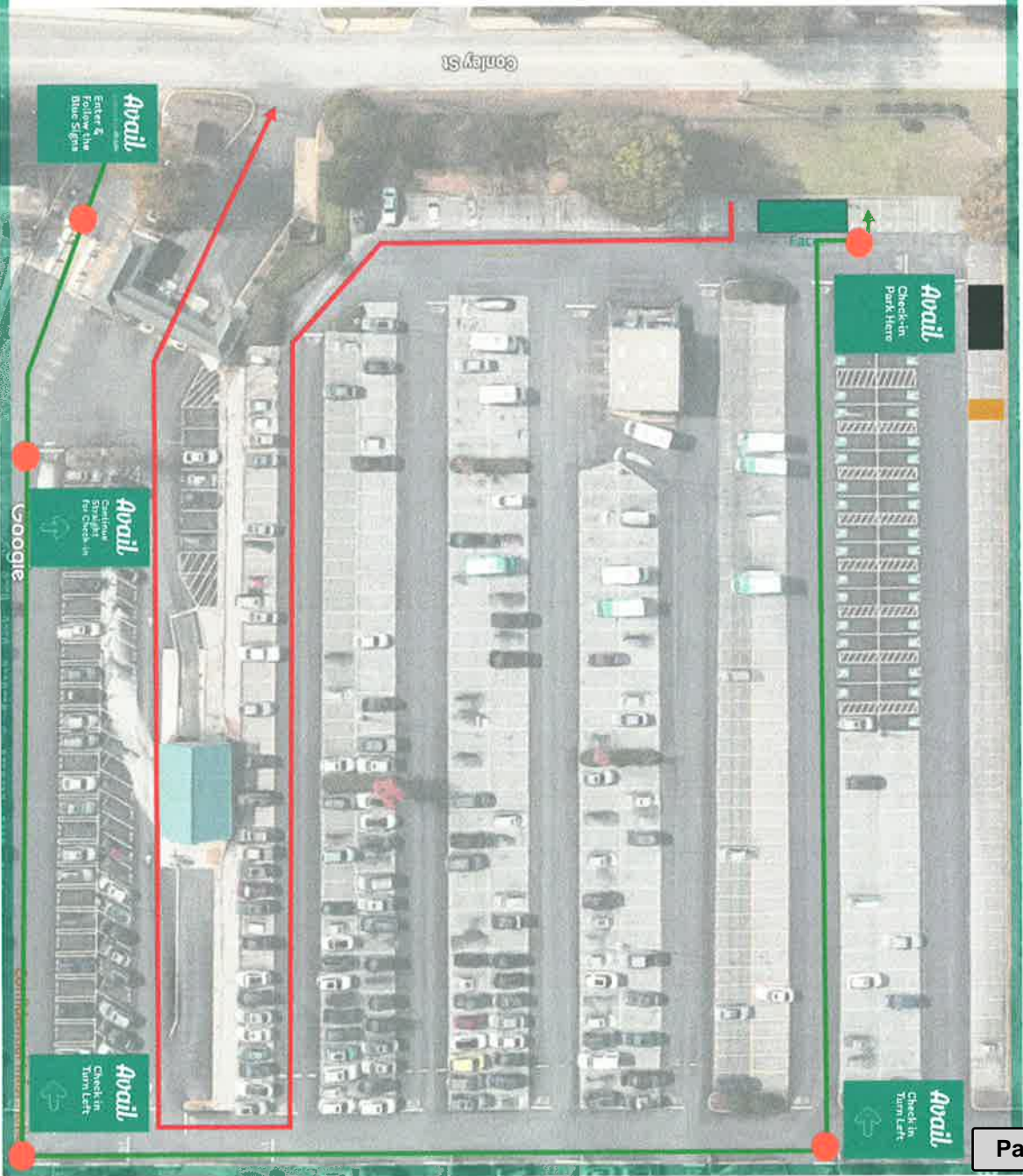
Google

Confidential Information



**Key**

- Wayfinding wind signage
- Inbound vehicle route
- Outbound vehicle route
- 8' x 40' Boombox office
- 18' x 30' carport
- 8' x 12' storage shed





**College Park Planning Commission**  
City of College Park

**Evaluation Prepared by:** Michelle M. Alexander, City Planner  
**Planning Commission Meeting:** January 27<sup>th</sup>, 2020  
**Council Meeting (Request date):** February 3<sup>rd</sup>, 2020  
**Council Meeting Public Hearing:** February 17<sup>th</sup>, 2020

**Applicant:** ANIHI Newco, LLC (dba Avail)

**Subject Property:** 3950 Conley, College Park, GA 30337      **Parcel:** 13006AD001

**Request:** Application of ANIHI Newco, LLC (dba Avail) for a Conditional Use Permit to have car sharing operation in addition to the current use of airport parking at 3950 Conley, College Park, GA 30337 in the C2 – Community Business District.

**Current Land Use:** Airport Parking

**Future Land Use Plan:** Mixed Use Hospitality

**Surrounding Zonings:**

	Current Zoning	Current Land Use
North	C2 – Community Business	Airport Parking
East	C2 – Community Business	Airport Parking
South	C2 – Community Business	Airport Parking
West	C2 – Community Business	Airport Parking

**Background:** The current use of the property is a Park N Fly airport parking lot, which is a non-conforming use in the C2 – Community Business District. Allstate Avail is proposing to build a small structure on the property and lease parking spaces from Park N Fly to operate a car sharing business. Due to the non-conformity of the use, Section 11.5 of the code prevents new structures from being built on the property, and therefore a conditional use permit is required. The current use will remain airport parking and continue to be grandfathered with the only change being that they will have less parking being used for traditional airport parking.

The operation will consist of customers dropping off their vehicles and using the already operating Park N Fly shuttle to get to the airport. These vehicles are then advertised and possibly rented by other travelers for the course of their stay. The vehicle is then returned to the lot and the owner retrieves their car where they left it. Even if the vehicle is not rented, parking is free. The entire process is done through the Avail App and covered by Allstate Insurance. The business is expected to add approximately 30 new jobs to the College Park area.

Car-sharing operations have generally grown in popularity in recent years due to their ability to reduce the number of cars on the road and provide a service to those unable to purchase a vehicle. Due to the availability of



**College Park Planning Commission**  
City of College Park

car-sharing programs, people are choosing to use alternative modes of transportation for their everyday commute. The idea being that they feel secure enough to rely on other modes of transport and not purchase a vehicle, because they have access to a car when they need it. (E. Martin and S. Shaheen, 2016).

The website describes the process in more detail: <https://availcarsharing.com/>

**Findings:** The proposed location for the car sharing operation is surrounded by properties used for airport parking. There are no additional parking spaces being added on the lot, and the proposed building will eliminate several parking spaces. There is a designated path for traffic flow, and a reduction in spaces should also mean a reduction in cars on the lot. Additionally, the proposed use should reduce the amount of time cars are being stored on the lot.

The service of renting a car is not currently available to non-travelers, however, community members will have the option of renting their personal car through the program and earning income. The applicant expressed that the program does not allow non-travelers to rent because it *“was carefully crafted as to not add vehicles to the local and regional roadways, and our borrowers arrive at the parking lot exclusively through the existing parking lot shuttle from the terminal”*.

The applicant also expressed that they would be interested in expanding the rental side of the program to the local community through *Avail for Communities*. This program was further explained by the applicant: *“Avail for Communities is currently active in Denver, Chicago and Seattle – and Avail will be looking at various communities in Atlanta region in the future. An example of a “community” is an apartment building, but Avail also plans to explore other communities such as military bases, university campuses, senior living centers and others. Avail is happy to continue the conversation to ensure local residents are able to use the service through our Avail Communities business; which typically happens after we get the airport business off the ground.”*

The applicant has submitted a description of the proposed use and a sample site plan which are included as attachments in this report.

**Conclusion:** Considering the impact of this type of use, it appears appropriate to allow for the use on a property already with a similar impact. Based on the application submitted, it does not appear that this use would create a significant negative impact to the district considering the similar uses and the proximity T – Transportation Overlay. In addition, the overall amount of parking would be reduced by the addition of this business, and limited additional traffic would occur due to the shared use of the current Park N Fly shuttles. Overall, the subject location appears appropriate for the proposed use.

**Recommendation:** City Planner recommends approval of the conditional use permit with the following conditions:

1. No additional shuttle rides shall be conducted between the property and the airport as a result of the Avail program.



## College Park Planning Commission

City of College Park

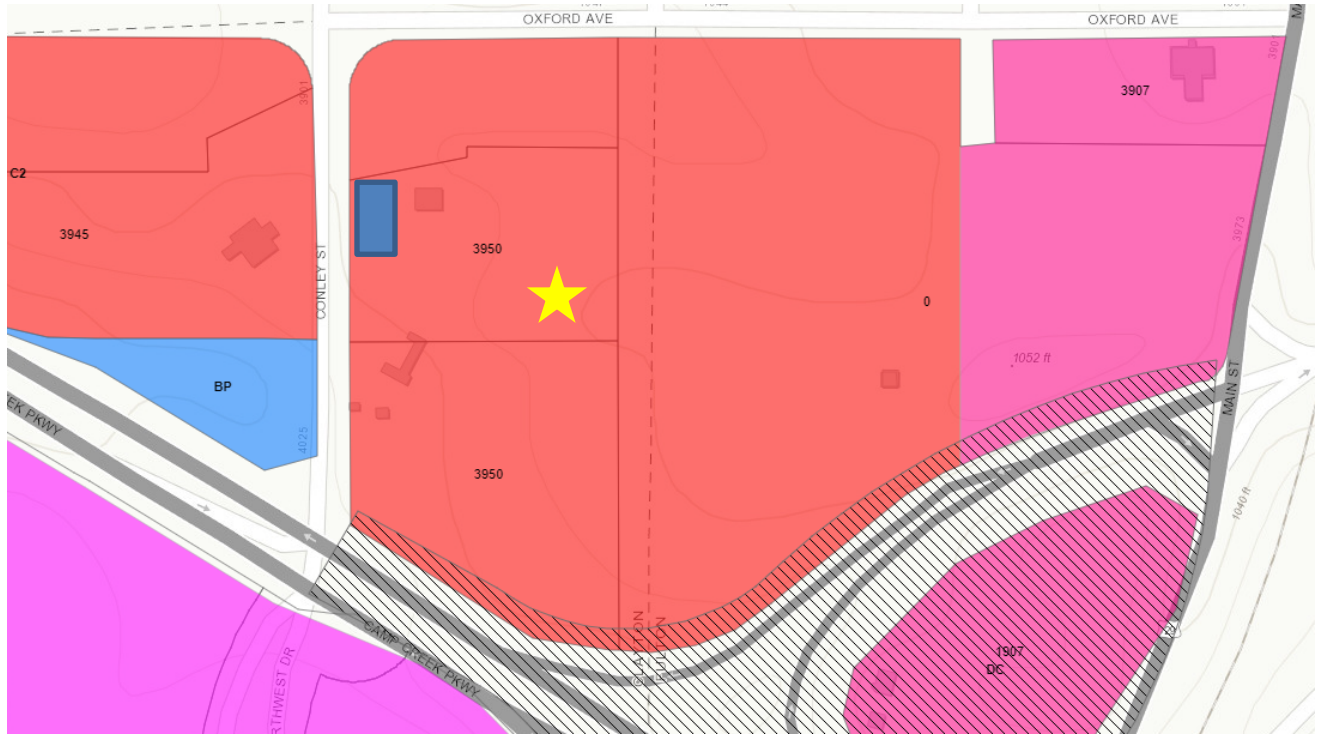
**Planning Commission Meeting Update:** Several community members spoke on the application and expressed concerns about security of the vehicles and competition for the rental car facilities. There were also comments on the potential revenue for the City and the potential collection of taxes. There was a concern that the jobs generated would not stay in College Park but be located at a “remote” location. A representative from Avail stated that the 30 jobs generated would be located at the Park N Fly lot. These jobs would involve customer service and car inspection. An interest in the opportunity for citizens to rent their cars while traveling and make extra income was expressed. A representative from Park N Fly was present and spoke assuring the security of vehicles and that there have been no recent incidents on the lot.




**Planning Commission Recommendation:** The Commission recommended approval of the application with a condition that research on the potential for collecting Car Rental Tax be conducted prior to final approval.

### Attachments:

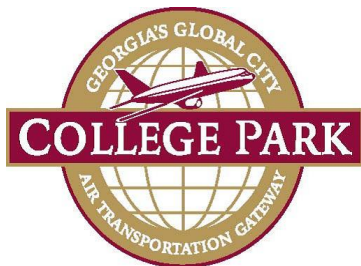
- Zoning Map of the Property
- Application package including:
  - Aerial photos of the property
  - A site plan for the proposed use

Maps



-  Specified Location
-  Subject Property
-  T – Transportation Overlay





# CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

## REG SESSION AGENDA REQUEST

DOC ID: 7949

**DATE:** February 26, 2020

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Terrence R. Moore, City Manager

**FROM:** Althea Philord-Bradley, Director of Finance & Accounting

**RE:** Consideration of a Travel Policy

**PURPOSE:** Consideration of a Travel Policy governing the use of elected official and City employee travel budgets.

The purpose of the policy is to ensure travel expenditures are reasonable, customary, and necessary to conduct official City business or training purposes off-site. This policy applies to the travel of the Mayor and Council members, all employees and board members in the performance of their official duties.

The policy will serve as a guideline, it defines what are allowable reimbursable travel expenses, it provides consistency and it helps to protect against misrepresentation.

### ATTACHMENTS:

- CP\_travel\_policy.224.20 (PDF)
- Travel Request Form (PDF)
- Travel Reimbursement (PDF)
- Training benefits form (PDF)

### Review:

- |                          |           |                    |
|--------------------------|-----------|--------------------|
| • Althea Philord-Bradley | Completed | 02/24/2020 6:34 PM |
| • Rosylne Robinson       | Completed | 02/25/2020 3:12 PM |
| • Terrence R. Moore      | Completed | 02/25/2020 3:17 PM |
| • Mayor & City Council   | Pending   | 03/02/2020 7:30 PM |





# ***The City of College Park Department of Finance & Accounting***

## **Travel and Training Relocation Expenses Policies and Procedures**

*Prepared by the Finance Department*

02/24/2020

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**PROCEDURES FOR TRAVEL AND TRAINING EXPENSES**

**Travel Policy**

The purpose of this Policy is to provide guidelines to City employees for payment of travel expenses in an efficient, cost effective manner, and to enable City travelers to successfully execute their travel requirements at the lowest reasonable costs, resulting in the best value for the City.

Travel and training expenses procedures described in this section pertains to the standardization of procedures, which involves all elected officials and City employees who attend conventions and training conferences representing the City of College Park.

There are two types of travel. Overnight travel is defined as being away from the general area of the employee's tax home for more than 12 hours (as defined by GSA Regulation 301-11.1). Same day travel is within the local area and does not require an overnight stay. Travel and training includes attending meetings, training or seminars, etc. Travel can be by personal vehicle or common carrier.

**Authorization for Travel and Training**

Authorization for travel and training begins with the budgetary process. Resources to meet travel needs must be planned and approved in the budget each year.

Approval of Authorization for Advance of Business, Training or Convention Expense request for travel advances and expense reimbursements must be approved as follows:

	<b>Level I</b>	<b>Level II</b>	<b>Level III</b>
<b>Requesting Party</b>	<b>Authorizing Party for Travel Within the State</b>	<b>Additional Authorization Needed for Travel Outside the State</b>	<b>Additional Authorization Needed for Travel Outside the United States</b>
Mayor & Council Members	Self	None	Mayor & Council Members
City Manager	Mayor & Council Members	None	Mayor & Council Members
Department Directors	City Manager	None	Mayor & Council Members
+All Other Employees	City Manager	City Manager	Mayor & Council Members
Board Members	Mayor & Council Members	Mayor & Council Members	Mayor & Council Members

**Responsibilities of the Authorizing Party**

The authorizing party should ensure that factual and sufficient travel justification is provided and sufficient funds are available. Approved travel forms should be forwarded to the Department of Finance.

The following form(s) are required for authorization of training and travel:

- The City of College Park Travel Request Form
- The City of College Park Expense Reimbursement Request Form
- The City of College Park Training Benefits Form

### **Travel Advance Request Forms**

A travel advance is any payment given to an employee prior to the actual scheduled date of an official business trip covering certain expenses resulting from that travel

Travel Advance and reimbursement requests should be submitted using the “City of College Park Travel Request” form when an overnight stay is required. Before filling out the form, please carefully read over the guidelines for what qualifies for a travel advance. “Travel Cash Advance Authorization” form can be obtained from the Department of Finance, Accounts Payable Division.

### **Submitting Travel and Training Expenses**

City employees may choose one of the following options for payment of their business travel and training related expenses or reimbursement when and overnight stay is required:

**Travel Advance** – An advance of City funds prior to departure for estimated authorized travel expenses.

**Travel Reimbursement** – Reimbursement upon return from travel of funds used by the employee for authorized business expenses.

The “City of College Park Travel Request” form with authorizing signatures should be submitted to Accounts Payable at least seven calendar days prior to travel date. All travel advance requests are time and date stamped by the Accounts Payable Division.

### **Issuance of Checks**

Advances for registration, airfare and a one night hotel deposit may be issued within 60 days of the travel date.

Mileage allowance, per diem, hotel cost less hotel deposit will be issued within seven days of the travel date.

In order to obtain reimbursement for personal funds used for authorized expenses, the employee must submit a revised “Expense Reimbursement Request” form with required receipts attached within seven days of returning from authorized travel

### **Cancellation of Travel Advance Request**

Employees who receive a Travel Advance and the event is cancelled, are required to return the “City of College Park Travel Request” form along with the unexpended funds to Accounts Payable immediately upon cancellation.

### **Same Day Travel Expenses**

City employees should submit a “Expense Reimbursement Request” form with supporting documentation for reimbursements when traveling in the local area on official business. This should include attending meetings, seminars or training classes, etc. Travel may be by personal vehicle or local common carrier (e.g. train, bus, etc.)

### **Reporting Travel Expenses**

Employees are required to file an itemized expense account within seven (7) days of returning from authorized travel.

Statement of actual travel expenditures should be submitted using the following form:

City of College Park’s Expense Reimbursement Request form. Travel expenses must be itemized with the required receipts attached. Form that are not itemized will be returned.

Employees that have not cleared Travel Advances that are thirty (30) days past due will be contacted by Accounts Payable and advised of the delinquency and requested to file the form with required receipts.

In the Event that a reconciliation is outstanding more than 30 days and is outstanding at December 31<sup>st</sup> of any year, the full amount of the Travel Advance will be included as taxable wages on the W-2 for that year for that employee.

- Reconciling Advance versus Actual Expense Differences.

If the employee’s expenses are less than the travel advance received, a reimbursement to the City must be submitted with the Expense Reimbursement form. A check or money order should be made payable to the City of College Park.

If the employee’s allowable expenses are greater than the travel advance received, reimbursement of the additional expenses requires the authorization of the authorizing party. The Accounts Payable Division will make payment within seven (7) days after receipt of the authorized Expense Reimbursement Request form.

- Any outstanding advance over thirty 30 days of returning from trip will be treated as income and will result in additional taxes.

## TRAVEL COSTS

### **Registration Fees**

Employees may request prepayment of registration fees directly to the organization by submitting a "Check Request" form with supporting documentation to the Accounts Payable Division. Registration fees for authorized training or conferences are reimbursable when supported by receipts.

### **Lodging**

Hotel accommodations are limited to the federal lodging or convention rate, plus taxes. The current federal lodging rate for the city you are traveling to can be located at <http://www.gsa.gov/perdiem>. The government rate must be requested when making hotel reservations.

Reimbursement for lodging is authorized for Overnight Travel only.

Hotel expenses are not allowable within the Atlanta Metropolitan area. Receipts are required for all lodging costs.

When two employees share a room, one employee will pay and receive reimbursement for the full lodging charge. The second will not be entitled to any reimbursement since he/she did not incur any expenses.

Meals, telephone charges, beverages, laundry cost, movies, etc. shall not be considered lodging or hotel cost.

### **Transportation**

Employees may choose the following travel options below:

#### ***Common Carrier***

Air, rail or bus receipts are required for reimbursement of common carrier transportation costs. Transportation tickets shall be obtained at the most economical rate available.

#### ***City Vehicle***

City vehicles may be driven only by City employees or elected officials exclusively for City purposes and subject to appropriate code provisions.

The use of a City vehicle may be authorized, where practical, and is the preferred transportation mode for destinations within the state. The operation of a City vehicle outside the Atlanta Metropolitan area requires the prior approval of the department director.

Use outside the state of Georgia requires prior approval of the City Manager.



Receipts must be obtained for all reimbursable vehicle expenses.

### ***Personal Vehicles***

The reimbursement mileage rate for personal vehicle shall be consistent with the Internal Revenue Service current mileage rate. The current mileage rate can be located at [www.irs.gov](http://www.irs.gov) (keyword search Standard Mileage Rate). Request for mileage reimbursement shall be supported by odometer reading.

Use of a personal vehicle may be authorized when the use of the vehicle results in a total cost to the city equal to or less than the cost of the trip taken by the most economical conventional means. In calculating the cost of the trip taken by the most economical conventional means, both the costs of mileage and increase in costs due to an increase in the duration of the trip must be considered.

### ***Calculating mileage***

Mileage should be calculated using the mileage distance from the actual departure point to destinations, or the distance from the normal work place to the destination whichever is less.

### ***Rental Vehicles***

A rental car may be used for transportation at a travel destination when it is determined that no other mode of transportation is as economical or practical. The use of a rental car must be authorized in writing by the Department Director before the trip.

Employees shall rent full size or smaller vehicles based upon the number of employees needing transportation. Expenses associated with exceeding this car class will be the responsibility of the traveler, unless reasonable explanation is provided. Receipts are required for reimbursement of rental car costs including gasoline and oil.

### ***Notification of mileage rate change***

Normally, the Internal Revenue Service announces a mileage rate change effective January 1<sup>st</sup> of each year.

### **Per Diem**

Per Diem is the allowance for meals and incidental expenses (M&IE) in conjunction with an overnight trip. Each Council member, employee and board member will receive an \$85.00 per diem which is intended to include all expenses other than conference registration, travel expense to and from the point of lodging and lodging expense.

Per Diem rate begins when the employee is in a travel status. The per diem for the first and last day of authorized travel will be pro-rated on the basis of being away from the City during customary meal times at the following rates:

Incidentals	-18%	(\$15.30)
Breakfast	- 17%	(\$14.45)
Lunch	- 23%	(\$19.55)
Dinner	- 42%	(\$35.70)
	100%	(\$85.00)

Examples:

If first day travel starts at 10:00 a.m., 83% of the per diem would be allowed.

If first day travel starts at 2:00 p.m., 60% of the per diem would be allowed.

If first day travel starts at 11:30 a.m., 35% of the per diem would be allowed.

If first day travel starts at 6:00 p.m., 58% of the per diem would be allowed.

Receipts are required for reimbursable expenses such as, taxi, ground transportation, airport parking, laundry, business telephone calls, etc.

The total number of days submitted for reimbursement shall not exceed the total number of days the employee is away from home on official City business.

**Unallowable Expenses:**

The following is a list of common expenses that are not reimbursable. It is all not inclusive:

1. Alcoholic beverages.
2. Expenses for family members.
3. Excessive meal and lodging charges.
4. Personal items.
5. Movies charged to hotel/motel bills

**Receipts**

Receipts are required for all expenses except meals and incidental expenses (M&IE) reimbursed on a per diem basis.

**Contact**

For information pertaining to the "Travel and Training Expenses Policies and Procedures" contact the Department of Finance & Accounting.

**Travel and Training Expenses for hotel and per diem are not allowable for counties within the Metropolitan Atlanta area.**

Listed below are counties within the Metropolitan Atlanta area:

- Bartow County
- Butts County
- Carroll County
- Cherokee County
- Clayton County
- Cobb County
- Coweta County
- Dawson County
- DeKalb County
- Douglas County
- Fayette County
- Forsyth County
- Fulton County
- Gwinnett County
- Haralson County
- Heard County
- Henry County
- Jasper County
- Lamar County
- Meriwether County
- Newton County
- Paulding County
- Pike County
- Rockdale County
- Spading County
- Walton County

# CITY OF COLLEGE PARK

## TRAVEL REQUEST FORM

(to be filled out prior to any trip)

TO: City Manager DATE: \_\_\_\_\_

FROM: \_\_\_\_\_

Position: \_\_\_\_\_

Department: \_\_\_\_\_

I hereby request authorization to travel at City expense to the following destination for the purpose(s) indicated:

1. Destination: \_\_\_\_\_

2. Est. date and time leaving: \_\_\_\_\_

3. Est. date and time returning: \_\_\_\_\_

4. Transportation Mode:

a. City Vehicle	<input type="checkbox"/>	d. Airplane (scheduled)	<input type="checkbox"/>
b. Private Vehicle	<input type="checkbox"/>	e. Airplane (chartered)	<input type="checkbox"/>
c. Train	<input type="checkbox"/>	f. No Transportation Cost	<input type="checkbox"/>

Purpose of trip: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### Estimated Cost to City:

A. Transportation \$ \_\_\_\_\_

B. Meals \$ \_\_\_\_\_

C. Lodging \$ \_\_\_\_\_

D. Registration Fees \$ \_\_\_\_\_

E. Materials, Supplies \$ \_\_\_\_\_

F. Other \$ \_\_\_\_\_

I hereby request an advance of \$ \_\_\_\_\_ for the above purpose.

Signed: \_\_\_\_\_

Recommended by Dept. Head: \_\_\_\_\_

This request is hereby: Approved  Disapproved  The Accounting Department is instructed to issue a check in the amount of \$ \_\_\_\_\_ as advance expense allowance.

ACCOUNT NO: \_\_\_\_\_ /S/ \_\_\_\_\_  
Department Head

ACCOUNT NO: \_\_\_\_\_ /S/ \_\_\_\_\_  
City Manager

cc: Personnel File

Revised 10/94

**OBJECTIVES OF TRAVEL**

**Department:** \_\_\_\_\_

**Objectives, expectations (include specific seminars and meetings you expect to attend):**

\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_

**How does this relate to your current position?:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Approved City Manager:** \_\_\_\_\_

**Date of Approval:** \_\_\_\_\_

# CITY OF COLLEGE PARK EXPENSE REIMBURSEMENT REQUEST

(to be filled out within 5 days of return of any trip)

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

DEPARTMENT: \_\_\_\_\_ POSITION: \_\_\_\_\_

1. Does this reimbursement request involve travel expense? Yes  No

A. If yes, please enter the following information:

1. Type and Purpose of trip: \_\_\_\_\_
2. Destination: \_\_\_\_\_
3. Departure and Return Date: \_\_\_\_\_
4. Transportation Mode:
 

a. City Vehicle	<input type="checkbox"/>	d. Airplane (scheduled)	<input type="checkbox"/>
b. Private Vehicle	<input type="checkbox"/>	e. Airplane (chartered)	<input type="checkbox"/>
c. Train	<input type="checkbox"/>	f. None (at other's expense)	<input type="checkbox"/>

2. Expense Details: Month: \_\_\_\_\_ 20\_\_

DATE: (Check Proper Date)	1	2	3	4	5	6	7	8	9	10	TOTAL	
	11	12	13	14	15	16	17	18	19	20		
	21	22	23	24	25	26	27	28	29	30		31
Lodging												
Daily Meal Total: Breakfast												
Lunch												
Dinner												
Tips												
Taxi or Limousine												
Registration Fee												
Telephone												
Parking												
Materials/Supplies												
Other: (1), (2)												
<b>DAILY TOTAL</b>												

Explanation of Other: (1) \_\_\_\_\_  
(2) \_\_\_\_\_

Transportation Expenses: Private Auto: \_\_\_\_\_ miles at \_\_\_\_\_ per mile  
Common Carrier: \_\_\_\_\_

TOTAL EXPENSES \_\_\_\_\_  
LESS ADVANCE \_\_\_\_\_  
NET DUE EMPLOYEE OR CITY \_\_\_\_\_

I hereby certify or affirm that this travel expense report is true and correct in every material matter, that the expenses were actually incurred by the undersigned as necessary expenses in the performance of my office duties, that all expenses were of an official nature and that no expenses shown were for personal use. Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved as requested  Approved for lesser amount  Not Approved

ACCOUNT NO. \_\_\_\_\_ /S/ \_\_\_\_\_ Department Head  
ACCOUNT NO. \_\_\_\_\_ /S/ \_\_\_\_\_ City Manager



**TRAVEL OBJECTIVES ACCOMPLISHED**  
(Use added pages to make a complete report when necessary)

**Objectives Accomplished (Were they the same as expected- Explain):** \_\_\_\_\_

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**Highlights:** \_\_\_\_\_

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**Assessment of Your Own Participation:** \_\_\_\_\_

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**Evaluation of Trip Worth (Include recommendation for next year):** \_\_\_\_\_

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**APPROVED CITY MANAGER'S OFFICE:** \_\_\_\_\_

STATE OF GEORGIA

CITY OF COLLEGE PARK

CONTRACT FOR EMPLOYEE TRAINING BENEFITS

This agreement is entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ between the City of College Park (hereinafter "City") and \_\_\_\_\_ (hereinafter "Employee").

WHEREAS, the City recognizes that a well-trained workforce is an asset to its operations and is committed to supplemental training in specialized areas related to the Employee's duties; and

WHEREAS, the Employee recognizes that significant expenditures are made by the City each year in training its workforce, much of-which involves transferable skills suitable to a number of employment situations; and

WHEREAS, the cost of such training includes tuition or registration fees, lodging, meals and travel expenses; and

WHEREAS; the Employee further recognizes that the City makes a substantial investment in training, the benefit of which it seeks to receive as good stewardship of tax revenues.

NOW THEREFORE, IT IS AGREED BETWEEN THE PARTIES TO THIS AGREEMENT:

- 1. The Employee is designated to attend the following training program  
 \_\_\_\_\_  
 ("Training Program") to be held \_\_\_\_\_ (dates) at a  
 total cost to City ("Expenses") of \$ \_\_\_\_\_
- 2. In exchange for City payment of Expenses associated with the Training Program Employee agrees to continue employment with the City after completion of the Training Program or receipt of any certification or degree that is expected to result as a result of the Training Program, whichever occurs last for at least:
  - \_\_\_\_\_ I year, for Expenses up to \$ 1 000.
  - \_\_\_\_\_ 2 years, for Expense exceeding \$ 1 000.
  - \_\_\_\_\_ 3 years, for Expenses exceeding \$5000.
- 3. The decision to allow the Employee to attend the Training Program remains in the sole discretion of the City. The Training Program and the. Employees participation therein may be cancelled at any time by the City with no recourse by the Employee.
- 4. This Agreement confers no property interest in the Employees position, and Employee remains subject to termination from employment by the City in accordance with City policies governing the employment relationship.

- 5. Employee acknowledges that participation in the Training Program and minimum commitment to continued employment with the City for the term provided by this agreement is for the sole purpose of allowing the City to recover the benefit of training for which the City has absorbed the cost. Should the Employee (1) leave City employment voluntarily prior to the term indicated in Paragraph 2 above or (2) the Employee should fail to complete the Training Program as anticipated as a consequence of the Employee's voluntary actions, including but not limited to Employee's voluntary failure to attend as required, or voluntary failure to complete all or any portion of the Training Program (but not including a failure by Employee to complete the Training Program due solely to Employee's failure to pass any exam after taking such exam) Employee shall reimburse the City for the full cost expended by the City in the Training Program on the Employee's behalf, and such Employee's compensation may be unilaterally offset by the City by any method, including withholding funds from the Employee's salary paycheck(s) or any other check(s) or funds payable to Employee to recover this debt, In the event that such offsetting does not reimburse the City for all of its costs of training as contemplated herein, Employee shall remain liable to the City for such remaining costs even after the Employee has left the employment of the City.
- 6. Employee acknowledges that the City is under no obligation to provide training for the Employee, is under no obligation to continue training or pay for benefits following termination from City employment for any reason.
- 7. If any provision of this agreement is held to be invalid by a court of competent jurisdiction, the remaining provisions of the agreement not held to be invalid, shall continue in full force and effect
- 8.. This agreement contains the entire agreement between the parties and any and all verbal understandings or agreements previously entered into are considered merged in this written form.

**EMPLOYEE**

**CITY OF COLLEGE PARK**

\_\_\_\_\_  
Signature

BY: \_\_\_\_\_

\_\_\_\_\_  
Print Name

ITS: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
City Clerk



# CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

## REG SESSION AGENDA REQUEST

DOC ID: 7962

**DATE:** February 26, 2020

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Terrence R. Moore, City Manager

**FROM:** Ferman Williford, Chief of Police

**RE:** Reduce Speed Limit on Herschel Road

**PURPOSE:** To authorize the reduction of the speed limit on Herschel Rd from 35 miles per hour to 25 miles per hour and to authorize the installation of speed reduction devices.

**REASON:** To address numerous outcries from residents of Herschel Rd of speeding traffic.

**RECOMMENDATION:** Request approval to proceed as proposed. See map of traffic study conducted by Prime Engineering.

**BACKGROUND:** Herschel Road is a city street that connects Washington Road to Camp Creek Parkway, and Roosevelt Highway, and is widely used. Additionally Herschel Road is a residential area with both single-family homes, multifamily complexes, and parks. Over time, there has been a number of traffic accidents along the roadway. In recent months, there has been a public outcry to address concerns of speeding traffic, truck traffic, and facilitating a safer roadway.

**YEARS OF SERVICE:** N/A.

**COST TO CITY:** \$237,500.00 (estimated)

**BUDGETED ITEM:** No

**REVENUE TO CITY:**

**CITY COUNCIL HEARING DATE:** March 2, 2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** Public Works

**AFFECTED AGENCIES:**

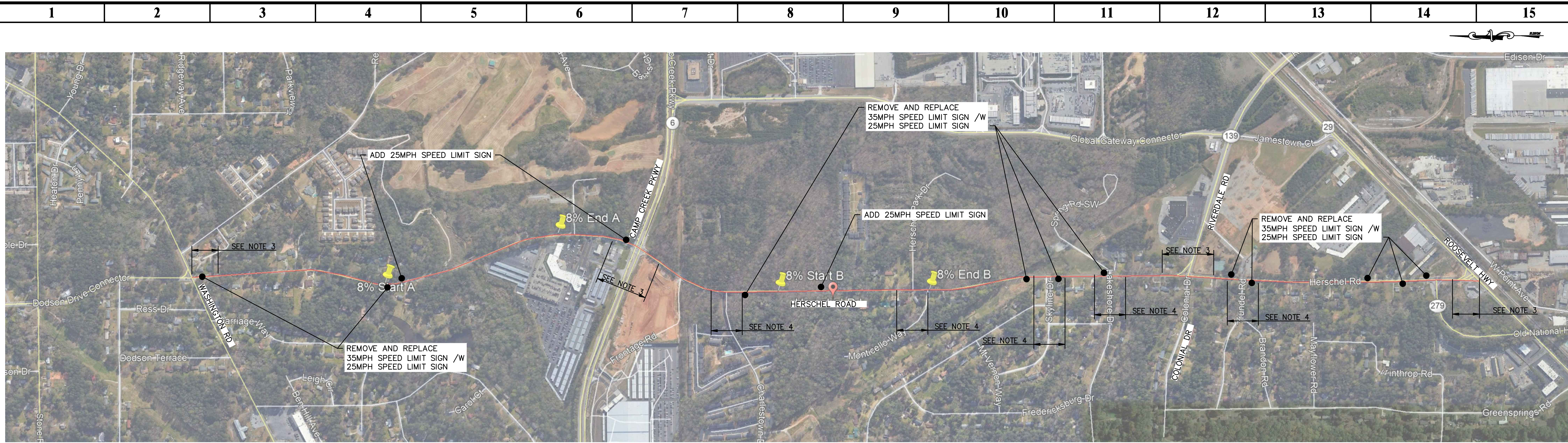
**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:****REQUIRED CHANGES TO WORK PROGRAMS:****STAFF:****ATTACHMENTS:**

- 20200220 --- Herschel Road Plan & Profile (PDF)
- Speed Limit Reduction Ordinance- Herschel Road (DOCX)

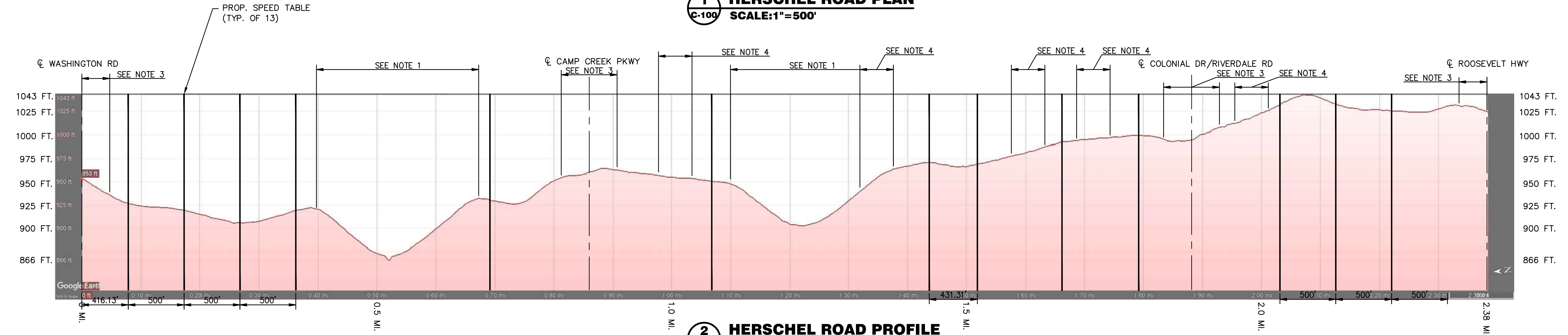
**Review:**

- Ferman Williford Completed 02/26/2020 8:26 AM
- Rosyline Robinson Completed 02/26/2020 4:58 PM
- Mike Mason Completed 02/27/2020 12:14 PM
- City Attorney's Office Completed 02/26/2020 5:33 PM
- Terrence R. Moore Completed 02/27/2020 12:48 PM
- Mayor & City Council Pending 03/02/2020 7:30 PM





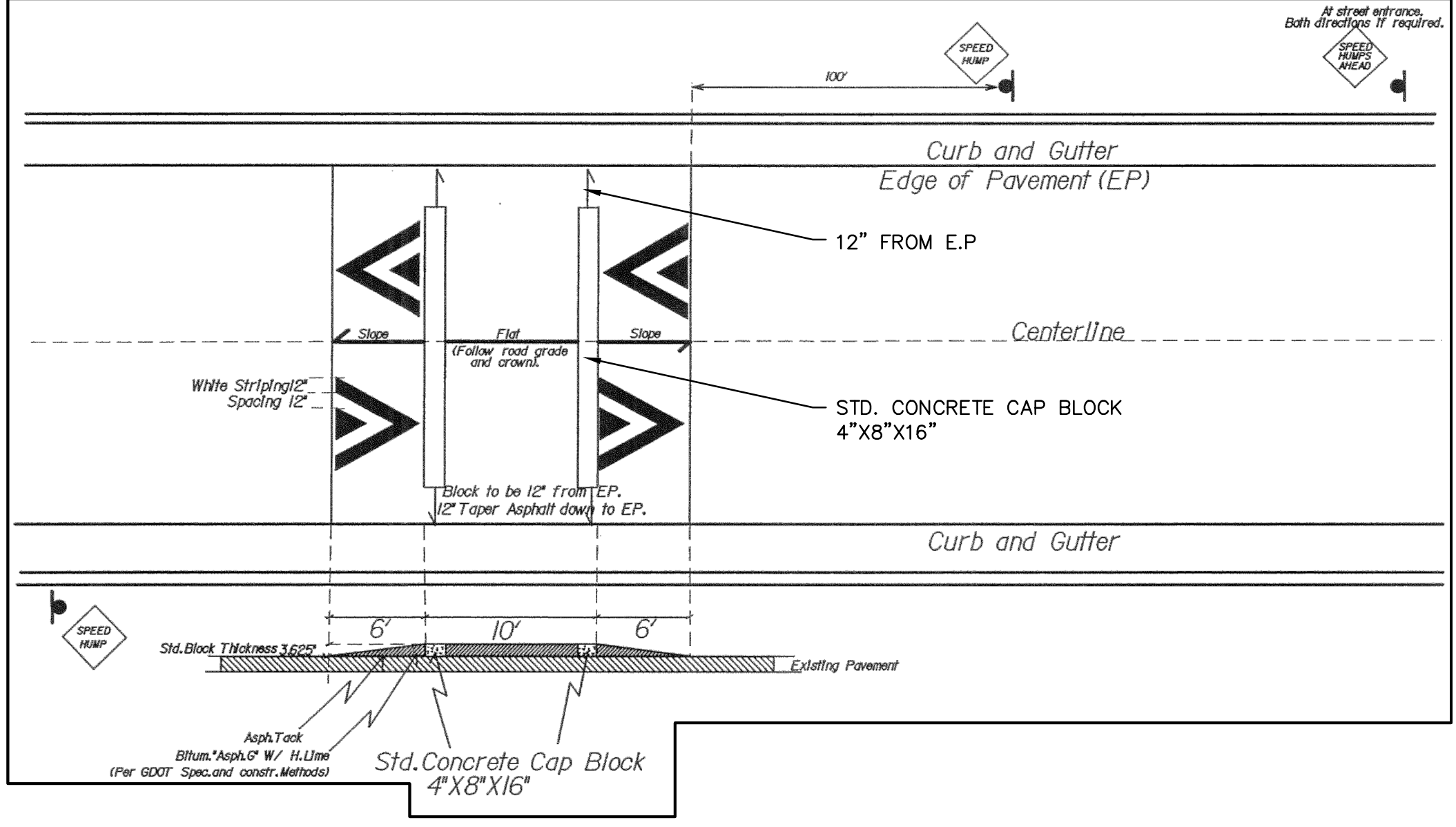
**1** **HERSCHEL ROAD PLAN**  
 C-100 SCALE: 1" = 500'



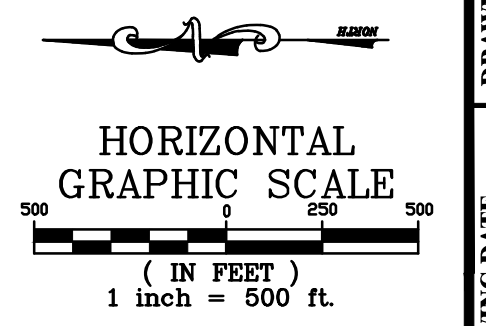
**2** **HERSCHEL ROAD PROFILE**  
 C-100 SCALE: N.T.S

**COST ESTIMATE:**  
 \$17,500 PER SPEED TABLE: \$17,500x13 = \$227,500  
 \$250 PER SIGNAGE: \$250x4 = \$10,000  
 TOTAL: \$237,500

- NOTES:**
1. NO SPEED TABLES ON SLOPES ≥ 8%.
  2. NO SPEED TABLES IN HORIZONTAL CURVES (<300')
  3. NO SPEED TABLES WITHIN 250 LF OF SIGNALIZED INTERSECTION
  4. NO SPEED TABLES WITHIN 150 LF OF UNSIGNALIZED INTERSECTION
  5. MINIMUM SPACING BETWEEN SPEED TABLES = 260'
  6. REMOVE AND REPLACE 35 MPH SIGNS WITH 25 MPH SIGNS



**3** **4" HIGH SPEED TABLE DETAIL**  
 C-100 SCALE: N.T.S



**PRIME ENGINEERING INCORPORATED**  
 3715 NORTHSIDE PARKWAY NW  
 500 NORTHCREEK, SUITE 200  
 ATLANTA, GEORGIA 30327  
 404-425-7100

**PROJECT:**  
 PREPARED FOR:  
 CITY OF COLLEGE PARK

**SEAL:**

**DATE:** 2/10/2020

© 2020 PRIME ENGINEERING, INC. Scales, as stated herein, are valid on the original drawing; the dimensions of which are 24 by 36 inches. These scales, which are hereby changed by the ratio of the overall sheet dimensions of the print to corresponding dimensions of the original drawing. This drawing is the property of PRIME ENGINEERING, INCORPORATED and is not to be reproduced or copied in whole or in part. It is only to be used for the project and is not to be used on any other project. It is to be returned upon request.

**DRAWING TITLE**  
**HERSCHEL ROAD PLAN AND PROFILE**

**DRAWING NUMBER**  
**C-100**  
 NOT ISSUED FOR CONSTRUCTION

R:\2025-0053 CDDP-General Engineering Services\3 ENGINEERING\Drawings\Herschel Road Speed Table\Plan and Profile.dwg Thu, 02/20/20 11:50 AM



**STATE OF GEORGIA**

**CITY OF COLLEGE PARK**

**ORDINANCE NO. \_\_\_\_\_**

1 AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, THE CITY OF COLLEGE  
2 PARK, GEORGIA, CHAPTER 19 (TRAFFIC) ARTICLE II (OPERATION OF VEHICLES)  
3 SECTION 19-27.1 (SAME-OFF SYSTEM STREETS), TO REDUCE THE SPEED LIMIT OF  
4 HERSCHEL ROAD; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN  
5 ADOPTION DATE; TO PROVIDE AN EFFECTIVE DATE; AND TO PROVIDE FOR OTHER  
6 LAWFUL PURPOSES.

7  
8 **WHEREAS**, the duly elected governing authority of the City of College Park, Georgia  
9 (hereinafter the “City”) is the Mayor and Council thereof; and

10 **WHEREAS**, Section 40-6-183 of the Official Code of Georgia Annotated confers certain  
11 powers upon the City to alter lawful speed limits for the on-system and off-system streets within  
12 its municipal limits; and

13 **WHEREAS**, exercising said powers, the City previously has adopted by ordinance, speed  
14 zones for its off-system roadways codified in Chapter 19, Article II, Section 19-27.1 of the City’s  
15 Code of Ordinances; and

16 **WHEREAS**, the City has received requests from the public to address concerns of  
17 speeding vehicles on Herschel Road and to facilitate a safer roadway;

18 **WHEREAS**, in response to such requests, the City conducted an engineering and traffic  
19 investigation into the maximum vehicle speed permitted on Herschel Road, and on the basis of  
20 said investigation has determined that the maximum vehicle speed of thirty-five (35) miles per

21 hour (“mph”) is greater than is reasonable and safe under the conditions found to exist upon  
22 Herschel Road;

23 **WHEREAS**, the Mayor and Council desire to reduce the maximum vehicle speed  
24 permitted on Herschel Road from 35 mph to 25 mph; and

25 **WHEREAS**, the health, safety, and general welfare of the citizens of the City will be  
26 positively impacted by the adoption of this Ordinance.

27 **NOW, THEREFORE, BE IT AND IT IS HEREBY ORDAINED BY THE MAYOR**  
28 **AND COUNCIL OF THE CITY OF COLLEGE PARK, GEORGIA THAT:**

29  
30 **Section 1.** Chapter 19, Article II, Section 19-27.1 of the Code of Ordinances of the City  
31 of College Park is hereby amended as shown in the red, bolded text below:

32 The following speed zones are established for streets not part of the state highway system  
33 on which stationary radar may be used:

Street Name	From	To	Length in Miles	Speed Limit (mph)
Best Road	Sullivan Road	West Point Avenue	1.00	45
Cambridge Avenue	Almand Drive	150 feet west of Harrison Road	1.38	25
College Street	Oxford Avenue	Lyle Avenue	1.17	25
Columbia Avenue	Main Street	Yale Avenue	0.87	25
Conley Street	Camp Creek Parkway	Harvard Avenue	0.44	25
Convention Center Concourse	SR 6	Intersection of Northwest Drive & Airport Drive	0.81	30
East Main Street	Harvard Avenue	Vesta Avenue	1.02	35

Fairway Drive	Washington Road	Intersection of Fairway Drive & Harvard Avenue	0.81	30
Godby Road	Charbett Drive	Intersection of Southampton Road & Norman Blvd.	1.32	35
Global Gateway Connector	SR 139/Riverdale Road	SR 6	1.02	45
Greenspring Road	SR 14	Colonial Drive	0.77	25
Hardin Avenue	East Main Street	Harrison Road	0.70	25
Harvard Avenue	Fairway Drive	Main Street	0.72	25
Hawthorne Avenue	East Main Street	Madison Street	0.49	25
Herschel Road	Old National Highway	50 feet south of Washington Road	2.20	<del>35</del> <u>25</u>
Janice Drive	50 feet north of Sun Valley Boulevard	4500/4511 Janice Drive	0.75	35
Janice Drive	Karen Road	Lafayette Lane	0.40	25
Lake Shore Drive	Janice Drive	Herschel Road	0.66	25
Lyle Avenue	Main Street	Pierce Street	0.74	25
Lyle Road	Washington Road	Pierce Street	0.47	25
Madison Street	Virginia Avenue	Mercer Avenue	0.40	25
McDonald Street	Princeton Avenue	Princeton Drive	0.40	25
Mercer Avenue	East Main Street	150 feet west of Harrison Road	0.57	25
Mercer Avenue	Napoleon Street	Victoria Street	0.20	25

Phoenix Boulevard	SR 139/Riverdale Road	SR 314/West Fayetteville Road	0.65	35
Princeton Avenue	Fairway Drive	Princeton Drive	0.57	25
Princeton Drive	McDonald Street	Princeton Avenue	0.30	25
Rugby Avenue	SR 14	Washington Road	1.27	30
Southampton Road	Godby Road	SR 314/West Fayetteville Road	0.45	35
Sullivan Road	SR 279/Old National Highway	SR 139/Riverdale Road	1.65	45
Virginia Avenue	Harrison Road	Howell Slade Circle	0.80	40
Walker Avenue	East Main Street	150 feet west of Harrison Road	0.59	25
Walker Avenue	Napoleon Street	Victoria Street	0.20	25
West Point Avenue	Sullivan Road	Best Road	1.35	45
West Point Avenue	Best Road	Camp Creek Parkway Bridge	0.60	35
Yale Avenue	Columbia Avenue	Conley Street	0.75	25
Yates Road	Janice Drive	0.60 miles south of Janice Drive	0.60	35

34

35

SIGNS TO BE ERECTED BY THE CITY OF COLLEGE PARK.

36

**Section 2.** The preamble of this Ordinance shall be considered to be and is hereby incorporated by reference as if fully set out herein.

38

**Section 3.** This Ordinance shall be codified in a manner consistent with the laws of the State of Georgia and the City of College Park.

39

40           **Section 4.** (a) It is hereby declared to be the intention of the Mayor and Council that all  
41 sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their  
42 enactment, believed by the Mayor and Council to be fully valid, enforceable and constitutional.

43           (b) It is hereby declared to be the intention of the Mayor and Council that, to the greatest  
44 extent allowed by law, each and every section, paragraph, sentence, clause or phrase of this  
45 Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this  
46 Ordinance. It is hereby further declared to be the intention of the Mayor and Council that, to the  
47 greatest extent allowed by law, no section, paragraph, sentence, clause or phrase of this Ordinance  
48 is mutually dependent upon any other section, paragraph, sentence, clause or phrase of this  
49 Ordinance.

50           (c) In the event that any phrase, clause, sentence, paragraph or section of this Ordinance  
51 shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable  
52 by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of  
53 the Mayor and Council that such invalidity, unconstitutionality or unenforceability shall, to the  
54 greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any  
55 of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinance and that, to  
56 the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs and  
57 sections of the Ordinance shall remain valid, constitutional, enforceable, and of full force and  
58 effect.

59           **Section 5.** All ordinances and parts of ordinances in conflict herewith are hereby expressly  
60 repealed.

61 **Section 6.** Penalties in effect for violations of Chapter 1 of the Code of Ordinances, City  
62 of College Park, Georgia at the time of the effective date of this Ordinance shall be and are hereby  
63 made applicable to this Ordinance and shall remain in full force and effect.

64 **Section 7.** The effective date of this Ordinance shall be the date of adoption unless  
65 otherwise stated herein.

**SO ORDAINED AND EFFECTIVE** this \_\_\_\_\_ day of \_\_\_\_\_, 2020

**CITY OF COLLEGE PARK, GEORGIA**

\_\_\_\_\_  
**Bianca Motley Broom, Mayor**

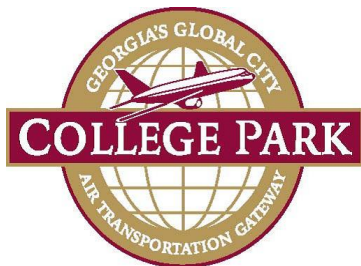
**ATTEST:**

\_\_\_\_\_  
**Shavala Moore, City Clerk**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
City Attorney





# CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

## REG SESSION AGENDA REQUEST

DOC ID: 7967

**DATE:** February 27, 2020

**TO:** The Honorable Mayor and Members of City Council

**FROM:** Terrence R. Moore, City Manager

**RE:** Clarification Regarding the Mayor's HOPE Scholarship Program.

The purpose of this evening's dialogue as noted is to offer chronological history regarding the evolution of the Mayor's Hope Scholarship Program. This includes the 2018 authorization by Mayor and City Council to contribute \$50,000.00 to the fund, as well as the existence of a scholarship fund and management agreement with the Atlanta Airport Rotary Club Foundation, Inc.

Thank you.

### ATTACHMENTS:

- Atlanta Airport Rotary Club & Foundation-Scholarship Fund & Management Agreement\_Executed 10-10-2019 (PDF)
- MayorsBall-Scholarship Minutes (PDF)

### Review:

- |                          |           |                     |
|--------------------------|-----------|---------------------|
| • Terrence R. Moore      | Completed | 02/27/2020 10:12 AM |
| • Rosyline Robinson      | Completed | 02/27/2020 10:13 AM |
| • City Attorney's Office | Completed | 02/27/2020 10:41 AM |
| • Terrence R. Moore      | Completed | 02/27/2020 11:07 AM |
| • Mayor & City Council   | Pending   | 03/02/2020 7:30 PM  |

## **SCHOLARSHIP FUND AND MANAGEMENT AGREEMENT**

THIS SCHOLARSHIP FUND AND MANAGEMENT AGREEMENT ("Agreement") is made and entered into by and between the Atlanta Airport Rotary Club Foundation, Inc., a nonprofit 501(c)(3) corporation and 509(a)(2) public charity under the Internal Revenue Code, validly organized and existing under the laws of the State of Georgia (hereinafter "Foundation") and Jack Longino ("Donor").

1. **Contribution and Transfer.** Donor irrevocably assigns and conveys the property described on the attached Schedule A to the Foundation for its public charitable and educational purposes and administration in accordance with and subject to its Articles of Incorporation and policies from time to time in effect.

2. **Named Fund.** The Schedule A property, all additions made as below provided, and all increments, proceeds, investments, reinvestments of the same shall comprise a separate fund of the Foundation called *The Mayoral Scholarship Fund* ("Fund"). Any individual or organization may add to the Fund by referring to it expressly in any donation, assignment, conveyance, will, trust instrument, other instrument of transfer covering the addition, or by oral direction. All contributions to the Fund shall be administered pursuant to the terms of this Agreement.

3. **Purpose of Fund.** The purpose of the Fund shall be to advance education by providing tuition assistance for the post-secondary school education of South Metro Atlanta residents who have obtained high school diplomas or its equivalency.

4. **Selection Committee and Criteria.** A committee for the selection of the Fund's scholarship recipients shall be comprised of one (1) representative designated by Donor on Schedule B, as it may be modified from time to time in writing signed by Donor and delivered to the Foundation, and two (2) representatives designated by the Scholarship Selection Committee of the Foundation. All scholarships shall be awarded by the Foundation on an objective and non-discriminatory basis using criteria determined by the Scholarship Selection Committee to be reasonably related to the purposes of the Fund.

5. **Disclosure and Communication.** Scholarship awards shall be made in the Fund's name. The Foundation may include the name of the Fund and the name of the Donor(s) in its Annual Report.

6. **Distributions.** All distributions and expenditures from the Fund shall be made in accordance with the spending and other policies of the Foundation in effect from time to time, and on such other terms and conditions as in the judgment of Scholarship Selection Committee shall be appropriate to accomplish the purposes of the Fund. Scholarships shall be awarded at least annually, and the Scholarship Selection Committee shall determine the number and amount of scholarships to be awarded in each year.

7. **Management.** The Scholarship Selection Committee shall have exclusive control over the investment, reinvestment, and management of assets comprising the Fund. The Donor agrees that the Scholarship Selection Committee may charge the Fund regularly for a proper allocation of direct and indirect expenses attributable to the administration, maintenance, and management of the fund.

8. **Conflict of Interest.** No Donor(s), Representative(s) on the Scholarship Selection Committee, or a relative of either shall be eligible to receive scholarship awards.

9. **Term.** The term of this Agreement shall commence on the Effective Date and it shall terminate absolutely at the conclusion of the Initial Term. At the end of the Initial Term, this Agreement will automatically renew on a 12 (twelve) month term for a period of 5 (five) successive years from the Effective Date, unless otherwise terminated pursuant to this Agreement.

10. **Termination.** This Agreement shall be terminable, without cause, by either party, upon 30 (thirty) days' written notice to the other party. Upon termination, the Foundation shall retain ownership of all contributions to the Fund and shall distribute such in accordance with this agreement.

11. **Notice.** Any notices required under this Agreement shall be in writing and shall be deemed effective upon personal delivery, or three (3) calendar days after being deposited in the U.S. Mail, registered or certified, and postage prepaid, or one (1) day after being deposited with a recognized overnight delivery service. Such notices shall be addressed to the party at the addresses shown below, or at such other address or addresses as either party shall designate to the other in writing in accordance with this paragraph:

As to Donor: Jack Longino  
3348 Harris Drive  
College Park, Georgia 30337  
404-597-8728

As to Foundation: Atlanta Airport Rotary Club Foundation, Inc.  
ATTN: Chief Executive Officer  
P.O. BOX 90048  
Eastpoint, Georgia 30364

(SIGNATURES ON FOLLOWING PAGE)

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed, and this Agreement shall become effective on the date of the last signature set forth below ("Effective Date").

**DONOR:**

Date of Execution  
by Donor:

10-10-2019

By:

Jack P. Longino  
Name: Jack Longino

ATTEST:

Brian Martin Burkholder

**FOUNDATION:**

Date of Execution  
by Foundation:

10-10-19

THE ATLANTA AIRPORT ROTARY CLUB AND  
FOUNDATION, INC.,

By:

Dennis Martino

Name: Dennis Martino

Title: Chief Executive Officer

ATTEST:

[Signature]  
[SEAL]

**SCHEDULE A**

The following described property has been transferred to the Atlanta Airport Rotary Club and Foundation, Inc.:

**SCHEDULE B**

**Donor Designated Representative for Scholarship Selection Committee**

The individual identified below shall be the representative designated by the Donor to serve on the Scholarship Selection Committee described in Section 4 of this Instrument as long as he or she is able:

Name	Jack Longino
Address	3348 Harris Drive, College Park, GA 30337
Phone Number	404-597-8728
If other than Donor, relationship to Donor	N/A

Upon the death, resignation, or incapability of the Scholarship Selection Committee member identified above, Tracey Wyatt (1730 Virginia Avenue, College Park, Georgia, 30337) shall serve as Donor's designated representative ("Designee"). In the event neither Donor nor Designee is able to appoint a successor to serve on the Committee, the Donor agrees that the Foundation shall appoint a successor that is either (1) a resident of the City of College Park, Georgia, or (2) a person who has owned and operated a business in the City of College Park for a minimum of ten (10) years.



312 Police Chief Keith Meadows said yes, sir.

313

314 Mayor Longino asked, have you looked at this Michael?

315

316 Director of IT Michael Hicks said no, sir.

317

318 Mayor Longino said I just want to be sure that there is no renewal cost.

319

320

**(Councilman Gay briefly stepped out of council chambers)**

321

322 **ACTION:** Councilman Clay moved to approve a request to accept grant funds that the Georgia  
323 Association of Chiefs of Police (GACP) administers for the Governor's Office of  
324 Highway Safety (GOHS) for the purchase and installation of mobile data units  
325 (computers) for patrol vehicles in the amount of \$20,000.00, seconded by  
326 Councilman Wyatt and motion carried. (All Voted Yes). Councilman Gay not  
327 present.

328

329 B. Consideration of and action on a request for approval to amend the City of College Park  
330 Police Department Promotions policy to include the rank of Police Major.

331

332 Councilman Wyatt said I want to look at the organizational chart.

333

334 **ACTION:** Councilman Clay moved to amend the City of College Park Police Department  
335 Promotions policy to include the rank of Police Major, seconded by Councilman  
336 Taylor and motion carried. (All Voted Yes).

337

338

**(Councilman Gay returned to council chambers)**

339

340 C. Consideration of and action on a request for approval for the City of College Park to host  
341 the 2018 Mayor's Ball on November 11, 2018.

342

343 Executive Director of the GICC Mercedes Miller came forward to explain the request. I am  
344 seeking direction from Mayor & Council.

345

346 Councilman Clay asked, on packet page 146, I assume you mean "Maintaining an  
347 exhaustive plan"?

348

349 Executive Director of the GICC Mercedes Miller said yes, sir.

350

351 Councilman Clay said and on the last line, ...provide feedback to the organizer?

352

353 Executive Director of the GICC Mercedes Miller said "organizer" should be "customer".

354

355 Councilman Clay said okay.

356

357 Councilman Wyatt asked, on packet page 143 under compensation, why are we giving her a  
 358 10 percent commission once the fees are taken out, since this is for kids?  
 359 Executive Director of the GICC Mercedes Miller said we can take that out. This is what she  
 360 is proposing.

361  
 362 **ACTION:** Councilman Clay moved to approve a request for the City of College Park to host  
 363 the 2018 Mayor's Ball on November 11, 2018, with changes to the proposal,  
 364 seconded by Councilman Wyatt and motion carried. (All Voted Yes).  
 365

366 D. Consideration of a Residential Storm Water Management Plan.  
 367

368 Director of Public Works Mike Mason came forward to explain the request.  
 369

370 Mayor Longino asked, does this need to be an ordinance or code section?  
 371

372 Director of Public Works Mike Mason said yes, sir. It will be an amendment to our current  
 373 storm water ordinance.  
 374

375 Mayor Longino asked Oscar, are you familiar with this?  
 376

377 Director of Inspections Oscar Hudson came forward and said no, sir.  
 378

379 Councilman Clay said from an engineering standpoint, it didn't look like the retention  
 380 devices had a very large capacity. It will stop the initial rush of rain. Can you feed all the  
 381 downspouts into one? And how big should they be? William should look at this.  
 382

383 Mayor Longino said this needs to come back to us.  
 384

385 It was the consensus of Mayor and Council to move forward with a Residential Storm Water  
 386 Management Plan.  
 387

388 12. City Attorney's Report.  
 389

390 A. Updated and Amended Revenue Enhancement and Cost Savings Task Order No. 2016-  
 391 04.  
 392

393 City Attorney Steve Fincher said you asked for documentation of David Gilley's contract  
 394 back in 2013. Marshall and I are proposing to review the assessments by Fulton County of  
 395 the cell towers, parking lots, and billboard parcels. David Gilley was hired to review  
 396 existing cell tower ordinance, audit existing communication facilities, lease analysis of  
 397 management negotiation, property evaluations, and annual inspections.  
 398

399 Mayor Longino asked, what has he done?  
 400



940  
941 Mayor Longino asked, why didn't it have the 23<sup>rd</sup>?

942  
943 Ms. Lane said that is an error.

944  
945 Mayor Longino said all they have left was \$72.19.

946  
947 Ms. Lane said no, sir, they actually owe around \$1,000.00. It doesn't include the full amount  
948 as of today.

949  
950 Mayor Longino said I suggest they make all the arrangements they want to make, but when  
951 they default, we take it out of their check. That is a business person. They are up there  
952 making money.

953  
954 **(Councilman Clay returned to council chambers)**

955  
956 Ms. Lane said there is a note to disconnect them tomorrow.

957  
958 14. Report Of Mayor And Council.

959  
960 Mayor Longino – said you all know that I had some money coming in that I found,  
961 \$200,000.00. I am going to ask the Council to give \$50,000.00 of that money to the  
962 education fund at the Mayor's Ball. It is a scholarship financed for the children of College  
963 Park that do not qualify for the Hope Scholarship.

964  
965 Councilman Clay said it is money that we didn't have budgeted for anything else. I have  
966 said that we should be spending more on education than incarceration. You can do a lot of  
967 good through a fund like this.

968  
969 Mayor Longino said we will ask others to contribute. I believe we are going to have about  
970 \$15,000.00 left for an education fund out of what we have raised. So that will be  
971 \$65,000.00, if this group decides to give this \$50,000.00.

972  
973 Councilman Clay said I suggest we announce that night for the \$50,000.00.

974  
975 Mayor Longino said with a check, and for all of us to be on the stage.

976  
977 Councilman Clay said before you solicit to anybody else. I support it.

978  
979 Mayor Longino said the reception starts at 6:30 and runs until 10:00 p.m. Thank you.

980  
981 **ACTION:** Councilman Clay moved to approve to authorize \$50,000.00 to be used for the  
982 Second Chance Scholarship, seconded by Councilman Wyatt and motion carried.  
983 (All Voted Yes).

984

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CITY OF COLLEGE PARK  
MAYOR AND CITY COUNCIL  
REGULAR SESSION  
DECEMBER 3, 2018

MINUTES

Present: Mayor Jack P. Longino; Councilmen Ambrose Clay, Derrick Taylor, Tracey Wyatt, and Roderick Gay; City Manager Terrence Moore; Interim City Clerk Shavala Moore; City Attorney Winston Denmark.

Absent: City Attorney Steve Fincher.

1. Opening Ceremonies.

A. Pledge of allegiance to the flag.

B. Invocation by Chaplain Sparks.

2. Additions, Deletions, Amendments, Or Changes To The Agenda. None.

3. Presentation Of Minutes Of City Council.

A. Regular Session held November 19, 2018.

**ACTION:** Councilman Clay moved to approve Regular Session Minutes dated November 19, 2018, with corrections, seconded by Councilman Taylor and motion carried as follows: (All Voted Yes).

Packet Page 10, line 168 - change GCBA to GBCA

B. Workshop Session held November 19, 2018.

**ACTION:** Councilman Clay moved to approve Regular Session Minutes dated November 19, 2018, as presented, seconded by Councilman Taylor and motion carried. (All Voted Yes).

4. Proclamations, Resolutions, Plaques, And Announcements.

Mayor Longino said the Mayor's Ball raised \$60,000.00 for education scholarships for children that do not qualify for the Hope Grant. I received a letter from a company that has agreed to pay the Mayor's Ball Fund \$1.00 for every reservation they make for 6 months. The first check will come in January of 2019 and go through June of 2019. They are predicting those funds to be somewhere between \$50,000.00 to \$75,000.00.



315 Councilman Clay said the fact is, we provided that amount of money to be given to them as  
 316 appropriate, and the percent did not go up.

317  
 318 Mayor Longino said Councilman Gay, if you go back and check the minutes, I gave you  
 319 some money for your festival, but it wasn't appreciated. You would have gotten some the  
 320 last time.

321  
 322 Councilman Gay said we are happy. Thank you. The \$60,000.00 from the scholarship fund  
 323 which needs to be disbursed to our needy students, none of that money has been given to our  
 324 students who just graduated. It should be put in the city coffers first and disbursed.

325  
 326 Mayor Longino said it is going in the right account and then disbursed.

327  
 328 **ACTION:** Councilman Wyatt moved to approve a contribution of \$25,000.00 to The Judge  
 329 Penny Brown Reynolds Foundation, Inc., seconded by Councilman Gay.  
 330 Councilman Wyatt voted yes. Councilman Gay voted yes. Councilman Taylor  
 331 voted yes. Councilman Clay opposed. Motion carried.

332  
 333 C. Consideration of and action on a request to adopt a resolution authorizing the expansion  
 334 of the boundaries of the Aerotropolis Atlanta Community Improvement Districts (CID).  
 335 See memorandum dated June 12, 2019 from City Manager Terrence R. Moore. Also, see  
 336 attached map and list of parcels to be included in the Airport South CID (as submitted by  
 337 the Aerotropolis Atlanta CIDs), proposed City of College Park Resolution No. 2019-16  
 338 and supporting documentation.

339  
 340 Councilman Wyatt said I think this is a good thing. The CID has done a great job, in my  
 341 opinion. I don't have a problem with the expansion.

342  
 343 Councilman Clay said it's not clear to me where the boundary is. We have a legend on the  
 344 diagram. It's a white area. Is this map basically saying that the white area is the CID  
 345 boundary?

346  
 347 Mayor Longino said yes.

348  
 349 Councilman Clay said I agree with Councilman Wyatt. I support it.

350  
 351 **ACTION:** Councilman Wyatt moved to approve a request from City Manager Terrence R.  
 352 Moore to adopt a resolution authorizing the expansion of the boundaries of the  
 353 Aerotropolis Atlanta Community Improvement Districts, seconded by Councilman  
 354 Clay and motion carried. (All Voted Yes).

355  
 356 D. Discussion and update on recently adopted ordinances and resolutions.

357  
 358 There was no discussion on this item.

359



# CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

## REG SESSION AGENDA REQUEST

DOC ID: 7958

**DATE:** February 26, 2020

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Terrence R. Moore, City Manager

**FROM:** Ferman Williford, Chief of Police

**RE:** Consideration/Action Regarding the Deployment of Red Speed School Zone Cameras

**PURPOSE:** To approve Red Speed as the provider for School Zone speed enforcement.

**REASON:** To electronically enforce school zone speed limits in accordance with OCGA 40-14-18 as it relates to school zone traffic enforcement.

**RECOMMENDATION:** **Condideration and Approval of this request.**

**BACKGROUND:** The Georgia Legislatgure has approved the use of Automated Enforcment Safety Devices in School zones to aid in promoting safer school zones. Two areas within the City met the criteria for installation of these devices, they were the school zone near the Main Street Academy and the area of College Park Elementary. Area study revealed numerous violations around both schools.

**YEARS OF SERVICE:** N/A

**COST TO CITY:** N/A

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:** Yes

**CITY COUNCIL HEARING DATE:** March 2, 2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:**

**AFFECTED AGENCIES:**



**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:****REQUIRED CHANGES TO WORK PROGRAMS:****STAFF:****ATTACHMENTS:**

- College Park Speed Study Test Results (PDF)
- Georgia Code OCGA 40-14-18 (PDF)
- RedSpeed Professional Services Agreement - with edits (DOCX)

**Review:**

- Ferman Williford Completed 02/24/2020 10:41 AM
- City Attorney's Office Completed 02/24/2020 6:20 PM
- Rosyline Robinson Completed 02/25/2020 3:12 PM
- Terrence R. Moore Completed 02/25/2020 3:17 PM
- Mayor & City Council Pending 03/02/2020 7:30 PM

## Traffic Study Results

Presented to the College Park Police Department by RedSpeed

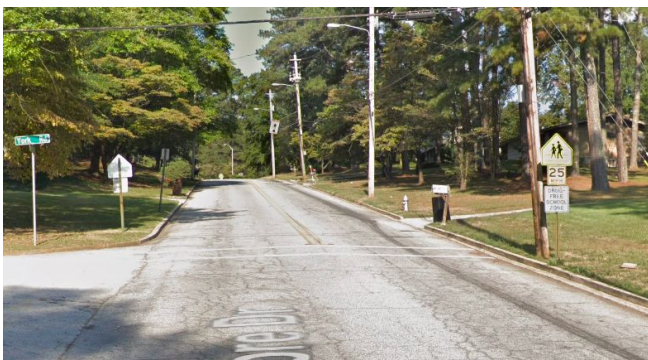
<u>School Tested</u>	<u>Recorded Violations (1 School Day)</u>
Main Street Academy	278
College Park Elementary	148

**Topline Conclusion:** These results demonstrate a substantial safety need in three (2) area school zones. RedSpeed is pleased to assist College Park in the implementation of a world-class School Zone Safety Program.



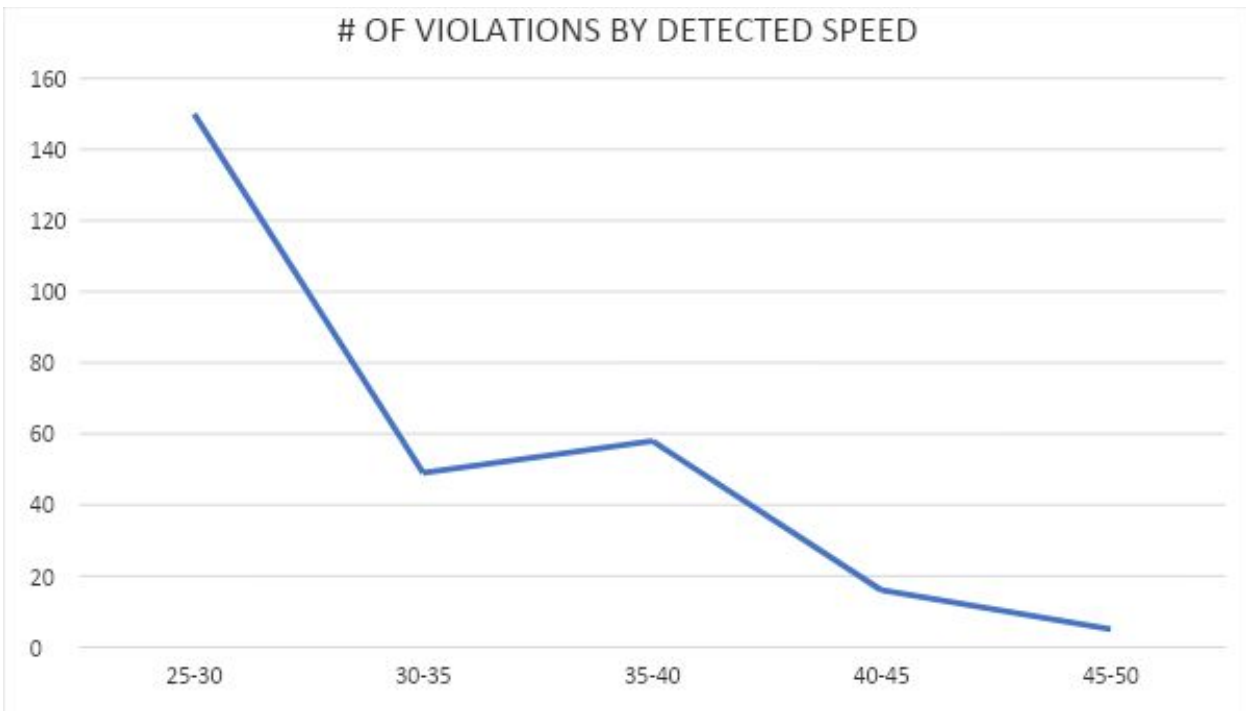
## Georgia Schools Speed Study Main Street Academy College Park Ga.

3200 Pleasant Hill Rd	
<b>SCHOOL ZONE SPEED LIMIT (During Enforced Hrs):</b>	15 MPH
<b>SPEED LIMIT (During Normal Hrs):</b>	25 MPH
<b>VIOLATION TRIGGER SPEED:</b>	25 MPH and 35MPH (Respectively)
<b>SCHOOL ZONE HOURS OF OPERATION:</b>	7:30AM - 8:30AM / 1:45PM - 4:00PM
<b>STUDY DATE &amp; TIME:</b>	00/06/2019, 6:00 AM – 4:00 PM
<b>AVERAGE DAILY TRAFFIC COUNT:</b>	
<b>WEATHER CONDITIONS:</b>	FAIR, NO RAIN
<b># OF LANES:</b>	One LANE IN EACH DIRECTON <b>(Both Lanes Checked)</b>
<b>TOTAL VIOLATIONS DETECTED:</b>	<b>278</b>





RedSpeed®USA





# RedSpeed®USA

Location: **Main Street Academy, Lakeshore Drive**

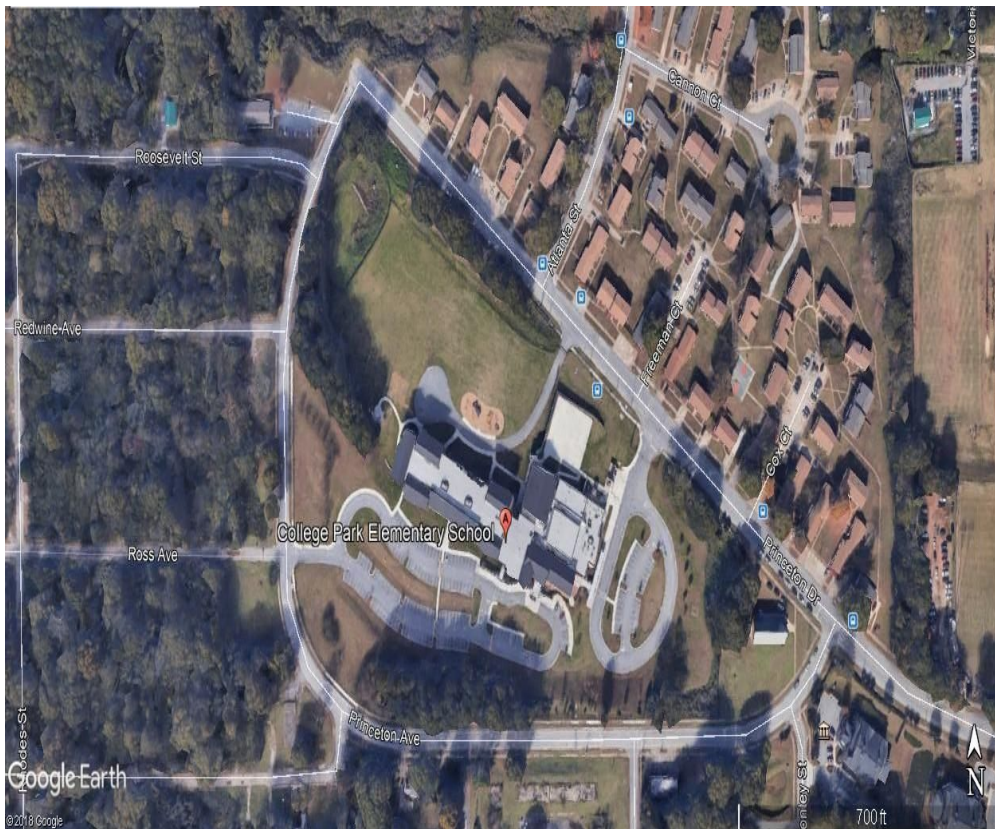
	7:00	8:00	9:00	10:00	11:00	12:00	13:00	14:00	15:00	Total
25-30	28	36	0	0	0	0	6	34	46	150
30-35	1	9	0	0	0	0	4	22	13	49
35-40	0	8	9	9	9	10	5	6	2	58
40-45	0	2	1	2	4	3	2	1	1	16
45-50	0	0	1	0	4	0	0	0	0	5
50-55	0	0	0	0	0	0	0	0	0	0
55-60	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>29</b>	<b>55</b>	<b>11</b>	<b>11</b>	<b>19</b>	<b>13</b>	<b>17</b>	<b>63</b>	<b>62</b>	<b>278</b>



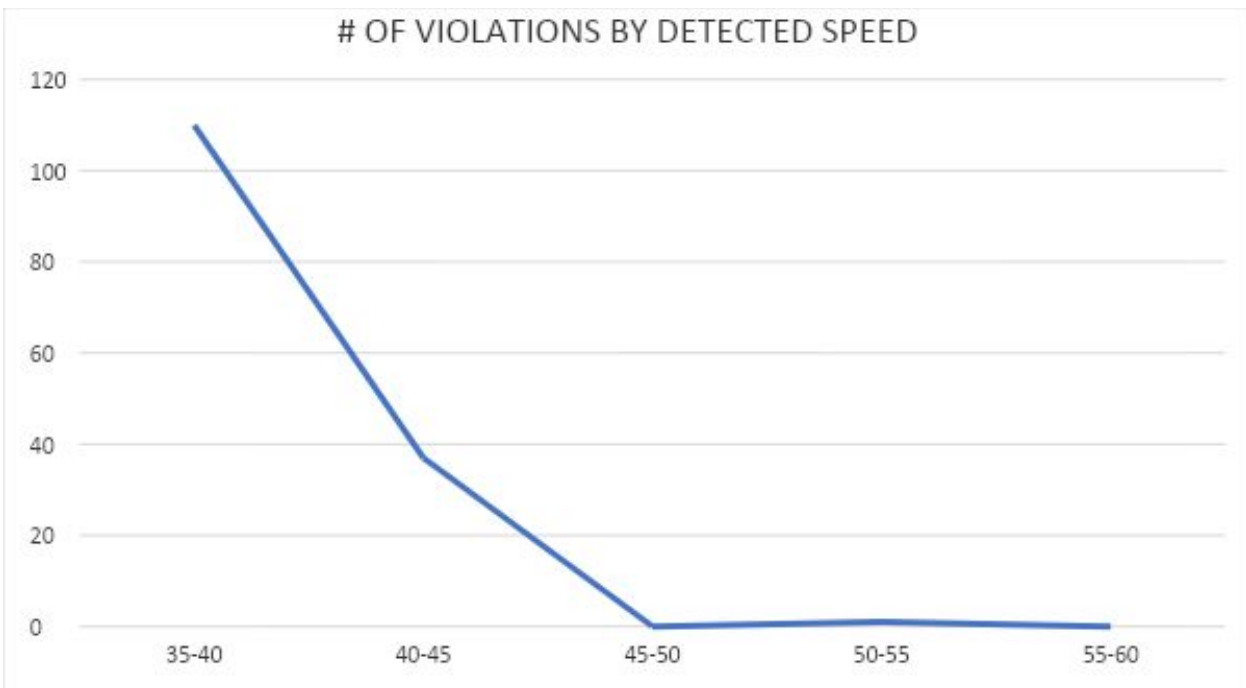
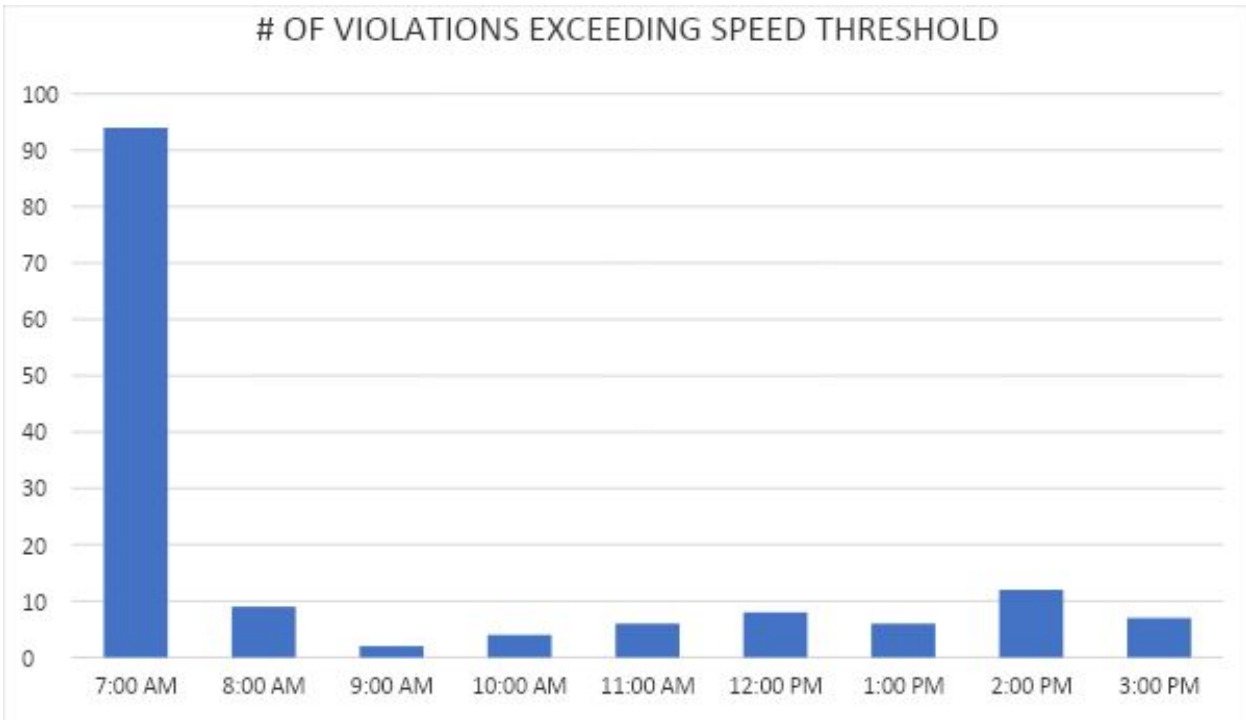


## Georgia Schools Speed Study College Park Elementary School College Park Ga

Princeton Ave	
<b>SCHOOL ZONE SPEED LIMIT (During Enforced Hrs):</b>	25 MPH
<b>SPEED LIMIT (During Normal Hrs):</b>	25 MPH
<b>VIOLATION TRIGGER SPEED:</b>	35 MPH and 35MPH (Respectively)
<b>SCHOOL ZONE HOURS OF OPERATION:</b>	7:30AM - 8:30AM / 2:30PM - 3:30PM
<b>STUDY DATE &amp; TIME:</b>	11/12/2019, 6:00 AM – 4:00 PM
<b>AVERAGE DAILY TRAFFIC COUNT:</b>	
<b>WEATHER CONDITIONS:</b>	FAIR, NO RAIN
<b># OF LANES:</b>	ONE LANE IN EACH DIRECTON <b>(Both Lanes Checked)</b>
<b>TOTAL VIOLATIONS DETECTED:</b>	<b>148</b>







# RedSpeed®USA



	7:00	8:00	9:00	10:00	11:00	12:00	13:00	14:00	15:00	Total
<b>35-40</b>	67	6	0	4	6	7	2	12	6	<b>110</b>
<b>40-45</b>	27	3	2	0	0	1	3	0	1	<b>37</b>
<b>45-50</b>	0	0	0	0	0	0	0	0	0	<b>0</b>
<b>50-55</b>	0	0	0	0	0	0	1	0	0	<b>1</b>
<b>55-60</b>	0	0	0	0	0	0	0	0	0	<b>0</b>
<b>60-65</b>	0	0	0	0	0	0	0	0	0	<b>0</b>
<b>Total</b>	<b>94</b>	<b>9</b>	<b>2</b>	<b>4</b>	<b>6</b>	<b>8</b>	<b>6</b>	<b>12</b>	<b>7</b>	<b>148</b>

 J
  Case

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# 2018 Georgia Code

## Title 40 - Motor Vehicles and Traffic

### Chapter 14 - Use of Speed Detection Devices and Red Light Cameras

#### Article 2 - Speed Detection Devices

#### § 40-14-18. Enforcement of speed limit in school zones with recorded images; civil monetary penalty; vehicle registration and transfer of title restrictions for failure to pay penalty

Universal Citation: [GA Code § 40-14-18 \(2018\)](#)

- (D) A copy of a certificate sworn to or affirmed by a certified peace officer employed by a law enforcement agency authorized to enforce the speed limit of the school zone and stating that, based upon inspection of photographically recorded images, the owner's motor vehicle was operated in disregard or disobedience of the speed limit in the marked school zone and that such disregard or disobedience was not otherwise authorized by law;
  - (E) A statement of the inference provided by paragraph (4) of this subsection and of the means specified therein by which such inference may be rebutted;
  - (F) Information advising the owner of the motor vehicle of the manner in which liability as alleged in the citation may be contested through an administrative hearing; and
  - (G) A warning that failure to pay the civil monetary penalty or to contest liability in a timely manner as provided for in subsection (d) of this Code section shall waive any right to contest liability;
- (3) Proof that a motor vehicle was operated in disregard or disobedience of the speed limit of the marked school zone shall be evidenced by photographically recorded images. A copy of a certificate sworn to or affirmed by a certified peace officer employed by a law enforcement agency and stating that, based upon inspection of photographically recorded images, a motor vehicle was operated in disregard or disobedience of the speed limit in the marked school zone and that such disregard or disobedience was not otherwise authorized by law shall be prima-facie evidence of the facts contained therein; and
  - (4) Liability under this Code section shall be determined based upon a preponderance of the evidence. Prima-facie evidence that the vehicle described in the citation issued pursuant to this Code section was operated in violation of the speed limit of the school zone, together with proof that the defendant was, at the time of such violation, the registered owner of the vehicle, shall permit the trier of fact in its discretion to infer that such owner of the vehicle was the driver of the vehicle at the time of the alleged violation. Such an inference may be rebutted if the owner of the vehicle:
    - (A) Testifies under oath in open court or submits to the court a sworn notarized statement that he or she was not the operator of the vehicle at the time of the alleged violation;
    - (B) Presents to the court a certified copy of a police report showing that the vehicle had been reported to the police as stolen prior to the time of the alleged violation.
- (c) A violation for which a civil warning or a civil monetary penalty is imposed pursuant to this Code section shall not be considered a moving traffic violation for the purpose of points assessment under Code Section 40-5-57. Such violation shall be deemed noncriminal, and imposition of a civil warning or civil monetary penalty pursuant to this Code section shall not be deemed a conviction and shall not be made a part of the operating record of the person upon whom such liability is imposed, nor shall it be used for any insurance purposes in the provision of motor vehicle insurance coverage.

- (1) Any information known or available to the agent or governing body concerning the license plate number, year of registration, and the name of the owner of the motor vehicle;
  - (2) The date on which the violation occurred;
  - (3) The date when the notice required under this Code section was mailed; and
  - (4) The seal, logo, emblem, or electronic seal of the governing body.
- (i) If the Department of Revenue receives a referral under subsection (h) of this Code section, such referral shall be entered into the motor vehicle database within five days of receipt and the Department of Revenue shall refuse to renew the registration of the motor vehicle and shall prohibit the title transfer of such vehicle within this state unless and until the civil monetary penalty plus any late fee is paid to the governing body. The Department of Revenue shall mail a notice to the registered owner:
    - (1) That the registration of the vehicle involved in the violation will not be permitted to be renewed;
    - (2) That the title of the vehicle involved in the violation will not be permitted to be transferred in this state;
    - (3) That the aforementioned penalties are being imposed due to the failure to pay the civil monetary penalty and any late fee for an ordinance violation adopted under the authority of this Code section; and
    - (4) Of the procedure that the person may follow to remove the penalties.
  - (j) The Department of Revenue shall remove the penalties on a vehicle if any person presents the Department of Revenue with adequate proof that the penalty and any late fee, if applicable, has been paid.
  - (k) Recorded images made for purposes of this Code section shall not be a public record for purposes of Article 4 of Chapter 18 of Title 50.
  - (l) A civil warning or civil monetary penalty under this Code section on the owner of a motor vehicle shall not be imposed if the operator of the vehicle was arrested or issued a citation and notice to appear by a certified peace officer for the same violation.
  - (m) The money collected and remitted to the governing body pursuant to paragraph (1) of subsection (b) of this Code section shall only be used by such governing body to fund local law enforcement or public safety initiatives. This subsection shall not preclude the appropriation of a greater amount than collected and remitted under this subsection.

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PROFESSIONAL SERVICES AGREEMENT

January 30, 2020

This AGREEMENT (the "Agreement") made this 30th Day of January, 2020, (herein the "Commencement Date"), between RedSpeed Georgia, LLC, a Georgia Limited Liability Company (herein "REDSPEED"), with its principal place of business at 400 Eisenhower Lane North, Lombard, IL 60148, and City of College Park, a political subdivision authorized and created by the State of Georgia (herein "GOVERNING BODY"), with principal offices at 3667 Main St, College Park, GA 30337.

WITNESSETH:

WHEREAS, REDSPEED has the exclusive knowledge, possession, and ownership of certain equipment, licenses, and processes referred to collectively as the "Speed Photo Enforcement System" (herein "SPE System"); and

WHEREAS, GOVERNING BODY desires to use the SPE System to monitor and enforce school zone speed, and may, in the future, desire to monitor and enforce red light violations or other traffic movements and to issue citations for traffic violations; and

WHEREAS, on or about May 8, 2018, the Governor of the State of Georgia signed 2017 6a. HB 978 into law, resulting in Section 40-14-18 of the Official Code of Georgia Annotated taking effect on July 1, 2018; and

WHEREAS, Section 40-14-18 of the Official Code of Georgia Annotated expressly authorizes municipalities to use traffic infraction detectors to enforce certain provisions of Section 40-14-8 of the Official Code of Georgia Annotated, subject to certain requirements; and

WHEREAS, the GOVERNING BODY desires to authorize such Traffic Safety Camera Program ("TSCP") and desires to provide for the implementation and operation of such program by REDSPEED, as agent of GOVERNING BODY.

NOW, THEREFORE, in consideration of the mutual covenants and agreements set forth herein and for other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, REDSPEED and GOVERNING BODY agree that the Agreement shall be as provided herein:

TERMS AND CONDITIONS

1. DEFINITIONS:

As used in this Agreement, the following words and terms shall, unless the context otherwise requires, have the respective meanings provided below:

"Motor Vehicle" means any self-propelled vehicle not operated upon rails or guide-way, but not including any bicycle or electric personal assisted mobility device.

- Deleted: 's City Council has adopted an ordinance, which
- Deleted: s
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**“Notice of Violation”** means a citation or equivalent instrument issued by the GOVERNING BODY law enforcement agent or agency or by a court of competent jurisdiction relating to a violation documented or evidenced by SPE System or REDSPEED as an agent of such law enforcement agent, agency or court.

**Deleted:** a competent state or municipal

**“Motor Vehicle Owner”** means the person or entity identified by the Georgia Department of Motor Vehicles, or other state vehicle registration office, as the registered owner of a vehicle. Such term shall also mean a lessee of a motor vehicle pursuant to a motor vehicle lease or rental agreement.

**“Recorded Images”** means photographic, electronic, digital or video images of a Motor Vehicle recorded by a SPE System and establishing a time sequence of the Motor Vehicle entering the intersection or speed zone and its speed.

**“RedCheck”** means web-based violation processing system used by Certified Peace Officer.

**“Speed Photo Enforcement System”** (herein “SPE System”) means an electronic system that captures recorded images of Motor Vehicles speeding in designated school zone and consisting of, at a minimum one radar, IR panel, and up to seven (7) individual video cameras capable of monitoring up to seven (7) lanes of enforcement.

**“Certified Peace Officer”** means an employee of GOVERNING BODY’s police department who meets the qualifications of Section 40-14-1(1) of the Official Code of Georgia Annotated.

**“Unamortized Costs”** means the historical cost of a fixed asset less the total depreciation shown against that asset up to a specified date. Unamortized costs for this Agreement may include, but are not limited to, design/engineering plans, camera foundation construction and installation, restoration of camera location to its original condition and cost of equipment.

**“Violation”** means a violation of Section 40-14-8 or Section 40-14-18 of the Official Code of Georgia Annotated or a violation of GOVERNING BODY’s Code of Ordinances, as may be amended from time to time.

**2. REDSPEED AGREES TO PROVIDE:**

The scope of work identified in “Exhibit A, Section 1”.

**3. GOVERNING BODY AGREES TO PROVIDE:**

The scope of work identified in “Exhibit A, Section 2”.



#### 4. SERVICE FEES:

The service fee schedule identified in “Exhibit B”.

#### 5. TERM AND TERMINATION:

This Agreement shall be effective on the Commencement Date. The term of this Agreement shall be for a period of one (1) calendar year, beginning on the first day of the month following the first issued Notice of Violation (the “Start Date”) and shall expire without further obligations of the GOVERNING BODY on December 31, 2020 of that same calendar year. This Agreement shall be automatically extended for up to five (5) additional one (1) year periods. However, GOVERNING BODY may terminate this Agreement at the expiration of any term by providing written notice of its intent not to extend the Agreement sixty (60) days prior to the expiration of the current term.

**Deleted:** sixty (60) months

**Deleted:** and

REDSPEED’s services may be terminated:

- a. By mutual written consent of the parties.
- b. For cause, by either party where the other party fails in any material way to perform its obligations under this Agreement and the defaulting party fails to cure the default within thirty (30) days after receiving written notice. The terminating party must provide written notice to the other party of its intent to terminate and state with reasonable specificity the grounds for termination.
- c. For convenience, by either party in the event that state legislation or a decision by a court of competent jurisdiction prohibits the deployment of the SPE Systems that is the subject of this Agreement, but only following the exhaustion of any legal challenges that may occur challenging such state legislation or judicial determination.
- d. For convenience of GOVERNING BODY during any subsequent renewal after the initial term. GOVERNING BODY reserves the right to terminate by giving written notice to REDSPEED sixty (60) days prior to the effective date of such termination.

**Deleted:** To the extent it becomes necessary, the Parties to this Agreement acknowledge that this agreement shall be tolled during the time it takes to determine legal challenges.

Upon termination of this Agreement, either for breach or because it has reached the end of its term or as a result of giving an early termination notice, the parties recognize that GOVERNING BODY will have to process traffic law violations that occur prior to the notice of termination of the Agreement and that REDSPEED must assist GOVERNING BODY in this regard. Accordingly, the parties shall take the following actions, and shall have the following obligations, which survive termination during the winddown period: GOVERNING BODY shall cease using the SPE System, shall return or allow REDSPEED to recover all provided equipment within a reasonable time not to exceed ninety (90) days, and shall not generate further images to be processed. Unless directed by GOVERNING BODY not to do so, REDSPEED shall continue to process all images taken by GOVERNING BODY before termination and provide all services associated with processing in accordance with this Agreement and shall be entitled to all Fees specified in the Agreement as if the Agreement were still in effect. REDSPEED shall provide



GOVERNING BODY with all revenues owed to GOVERNING BODY accruing prior to the date of termination and REDSPEED shall be entitled to its fees pursuant to this Agreement, from said accrued revenues provided to GOVERNING BODY.

**6. ASSIGNMENT:**

Neither party may assign all or any portion of this Agreement without the prior written consent of the other, which consent shall not be unreasonably withheld or delayed. Provided, however, that GOVERNING BODY hereby acknowledges and agrees that delivery and performance of REDSPEED's rights pursuant to this Agreement shall require a significant investment by REDSPEED, and that in order to finance such investment, REDSPEED may be required to enter into certain agreements or arrangements including, but not limited to, acknowledgments and/or consents with equipment lessors, banks, financial institutions or other similar persons or entities. GOVERNING BODY hereby agrees that REDSPEED shall have the right to assign, pledge, hypothecate or otherwise transfer its rights to the equipment but not the service provided under this Agreement, to any of the aforesaid financial institutions without GOVERNING BODY's prior written approval. GOVERNING BODY further acknowledges and agrees that in the event that REDSPEED provides any such acknowledgment or consent to GOVERNING BODY for execution, and in the event that GOVERNING BODY fails to execute and deliver such acknowledgment or consent back to REDSPEED within ten (10) calendar days after its receipt of such request from REDSPEED to execute such acknowledgment or consent, GOVERNING BODY shall be deemed to have consented to and approved such acknowledgment or consent and REDSPEED is granted a limited power of attorney, coupled with an interest, to execute the acknowledgment and/or consent on behalf of GOVERNING BODY and deliver such document to its financial institution.

**7. FEES AND PAYMENT:**

GOVERNING BODY shall pay for all equipment, services and maintenance based on the fee schedule indicated in Exhibit B, Schedule 1 ("Fees").

**8. COMMUNICATION OF INFORMATION:**

REDSPEED agrees that all information obtained by REDSPEED through operation of the SPE System shall be made available to the GOVERNING BODY at any time during REDSPEED's normal working hours excluding trade secrets as defined by Georgia law and other information that is confidential pursuant to Georgia law or exempt from disclosure pursuant to Georgia law and not reasonably necessary for the prosecution of citations or the fulfillment of GOVERNING BODY's obligation under this Agreement. REDSPEED reserves the right to charge GOVERNING BODY for sizable information requests that will incur substantial resource allocation to compile, but in no event more than the permitted charges under the Georgia Open Records Act.

**9. CONFIDENTIAL INFORMATION:**

No information given by REDSPEED to GOVERNING BODY will be of a confidential nature, unless specifically designated in writing as proprietary and confidential by REDSPEED and either confidential pursuant to Georgia law or exempt from disclosure pursuant to Georgia law.



Nothing in this paragraph shall be construed contrary to the terms and provisions of any Georgia law governing public records or similar laws, insofar as they may be applicable. REDSPEED shall not use any information acquired by this program with respect to any violations or GOVERNING BODY's law enforcement activities for any purpose other than the program encompassed by this Agreement.

#### **10. OWNERSHIP OF SYSTEM:**

It is understood by GOVERNING BODY that the SPE System being installed by REDSPEED is, and shall remain, the sole property of REDSPEED, unless separately procured from REDSPEED through a lease or purchase transaction. The SPE Systems are provided to GOVERNING BODY only under the terms and for the term of this Agreement.

#### **11. RECORDS AND AUDIT:**

REDSPEED shall maintain during the term of the Agreement all books of account, reports and records in accordance with generally accepted accounting practices and standards for records directly related to this Agreement. REDSPEED agrees to make available to GOVERNING BODY's Internal Auditor, during normal business hours and in City of College Park, Georgia all books of account, reports and records relating to this Agreement for the duration of the Agreement and retain them for a minimum period of two (2) years beyond the last day of the Agreement term or such other period required by the Georgia public records law and Georgia public records retention schedules, whichever is longer.

#### **12. INDEMNIFICATION AND INSURANCE:**

REDSPEED shall comply with all laws, ordinances and regulations governing the use of photo enforcement systems applicable to this Agreement and shall comply with the maintenance procedures and manufacturer recommendations for operation of SPE System equipment which affect this Agreement, and shall indemnify and save harmless the GOVERNING BODY against claims arising from the violations of the maintenance procedures and manufacturer recommendations for operation of the equipment as a result of the gross negligence, recklessness, or willful or intentional misconduct of REDSPEED, its officers and directors, agents, attorneys, and employees, but excluding any employees or agents of GOVERNING BODY.

REDSPEED agrees to protect, defend, indemnify, and hold harmless GOVERNING BODY and GOVERNING BODY's officers, employees, and agents from and against any and all losses, penalties, damages, settlements, fines, claims, costs, charges for other expenses, or liabilities of every and any kind including any award of attorney fees and any award of costs in connection with or arising from any gross negligence, intentional or reckless act or omission by REDSPEED or any of REDSPEED's officers, employees, agents, contractors, or subcontractors in performing the work agreed to or performed by REDSPEED under the terms of this Agreement. Without limiting the foregoing, any and all claims, suits or other actions relating to personal injury, death, damage to property, defects in materials or workmanship, violations of any decree of any court in connection with or arising from any gross negligence, intentional or reckless act or omission by REDSPEED shall be included in this indemnity.





REDSPEED shall maintain the following minimum scope and limits of insurance:

- a. Commercial General Liability Insurance including coverage for bodily injury, property damage, premises and operations, products/completed operations, personal and advertising injury, and contractual liability with a combined single limit of \$1,000,000 per occurrence. Such insurance shall name GOVERNING BODY as additional insured for liability arising from REDSPEED's operation.
- b. Workers' Compensation, as required by applicable state law, and Employers Liability Insurance with limits of not less than \$500,000 each accident. REDSPEED shall always maintain Workers' Compensation insurance coverage in the amounts required by law, but shall not be required to provide such coverage for any actual or statutory employee of GOVERNING BODY.
- c. Comprehensive Business Automobile Liability Insurance for all owned, non-owned and hired automobiles and other vehicles used by REDSPEED with a minimum \$1,000,000 per occurrence combined single limit bodily injury and property damage.

REDSPEED shall require any subcontractors doing work under this Agreement to provide and maintain the same insurance, which insurance shall also name GOVERNING BODY and GOVERNING BODY's officers, employees and elected officials as additional insureds.

Certificates showing REDSPEED is carrying the above described insurance, and evidencing the additional insured status specified above, shall be furnished to GOVERNING BODY within thirty (30) calendar days after the date on which this Agreement is made. Such certificates shall show that GOVERNING BODY shall be notified at least thirty (30) days in advance of all cancellations of such insurance policies. REDSPEED shall forthwith obtain substitute insurance in the event of a cancellation.

Inasmuch as GOVERNING BODY is a body politic and corporate, the laws from which GOVERNING BODY derives its powers, insofar as the same law regulates the objects for which, or manner in which, or the concerns under which, GOVERNING BODY may enter into this Agreement, shall be controlling and shall be incorporated by reference into this Agreement. GOVERNING BODY shall be responsible for vehicle insurance coverage on any vehicles driven by GOVERNING BODY employees. Coverage will include liability and collision damage.

REDSPEED will require all its subcontractors to provide the aforementioned coverage as well as any other coverage that REDSPEED may consider necessary, and any deficiency in the coverage or policy limits of said subcontractors shall be the sole responsibility of REDSPEED.

### **13. STATE LAW TO APPLY:**

This Agreement shall be governed by and construed in accordance with the laws of the State of Georgia. The parties waive the privilege of venue and agree that all litigation between them in the state courts shall take place in Fulton County, Georgia and that all litigation between them in the federal courts shall take place in the State of Georgia, Northern District.

### **14. DISPUTE RESOLUTION:**



All disputes arising out of or in connection with the Agreement shall be attempted to be settled through good-faith efforts between senior management of both Parties. Following thirty (30) days of unsuccessful negotiation, a dispute may be submitted to professionally-assisted mediation prior to submitting the dispute to a court of competent jurisdiction. Before a demand for mediation may be filed by either Party, the management of both Parties shall have met at least two times in face-to-face meetings in an effort to resolve any dispute or controversy through normal business management practices. Any mediator so designated must be acceptable to each Party. The mediation will be conducted as specified by the mediator and agreed upon by the Parties. The Parties agree to discuss their differences in good faith and to attempt, with the assistance of the mediator, to reach an amicable resolution of the dispute. The mediation will be treated as a settlement discussion and therefore will be confidential. The mediator may not testify for either Party in any later proceeding relating to the dispute. Each Party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the Parties.

#### **15. AMENDMENTS TO THE AGREEMENT:**

GOVERNING BODY may from time to time consider it in its best interest to change, modify or extend term, conditions or covenants of this Agreement or require changes in the scope of the Services to be performed by REDSPEED, or request REDSPEED to perform additional services regardless of and without invalidating the process that was used to procure the services enumerated under this Agreement. Any such change, addition, deletion, extension or modification, including any increase or decrease in the amount of REDSPEED's compensation, which are mutually agreed upon by and between GOVERNING BODY and REDSPEED, shall be incorporated in written amendments (herein called "Amendments") to this Agreement that are duly executed by both parties. Such Amendments shall not invalidate the procurement process or this Agreement nor relieve or release REDSPEED or GOVERNING BODY of any of its obligations under this Agreement unless stated therein.

#### **16. EFFECT OF AMENDMENT(S) ON AGREEMENT:**

Except as expressly amended or modified by the terms of an Amendment, all terms of the Agreement shall remain in full force and effect. Unless a different meaning is specified in an Amendment, all capitalized terms used herein shall have the meaning described in the Agreement. In the event of a conflict between the terms of the Amendment and this Agreement, the Amendment shall prevail and control.

#### **17. LEGAL CONSTRUCTION AND REQUIREMENTS:**

In case any one or more of the provisions contained in this Agreement shall for any reason, by a court of competent jurisdiction, be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had not been contained herein.

#### **18. NO AGENCY:**

**Deleted:** Failing resolution through negotiation or mediation, any remaining dispute shall be submitted to binding arbitration in accordance with the Arbitration Rules for Professional Accounting and Related Services Disputes of the American Arbitration Association ("AAA Rules") before a single arbitrator. The place of arbitration will be mutually agreed upon within fourteen (14) days of a decision to seek arbitration. Limited discovery will be permitted in connection with the arbitration upon agreement of the Parties and only upon a showing of substantial need by the Party seeking discovery.¶ The arbitrator will have no power to award damages inconsistent with the Agreement; or punitive damages or any other damages not measured by the prevailing Party's actual damages, and the Parties expressly waive their right to obtain such damages in arbitration or in any other proceeding. All aspects of the arbitration will be confidential. Neither the Parties nor the arbitrator may disclose the existence, content or results of the arbitration, except as necessary to comply with legal or regulatory requirements.¶



Except as specifically provided otherwise herein, REDSPEED is an independent contractor under this Agreement and not an agent of GOVERNING BODY. Personal services shall be provided by employees of REDSPEED who shall be subject to supervision by REDSPEED, and not as officers, employees or agents of the GOVERNING BODY. Personnel policies, tax responsibilities, social security, health insurance, employee benefits, purchasing policies and other similar administrative procedures applicable to services rendered under this Agreement shall be those of REDSPEED.

Deleted: acts

#### **19. FORCE MAJEURE:**

GOVERNING BODY and REDSPEED will be excused from the performance of their respective obligations under this Agreement when and to the extent that their performance is delayed or prevented by any circumstances beyond their control including, fire, flood, explosion, strikes or other labor disputes, act of God or public emergency, war, rioting, malicious damage, act or omission of any governmental authority, delay or failure or shortage of any type of transportation, equipment, or service from a public utility needed for their performance provided that:

- the non-performing party gives the other party prompt written notice describing the particulars of the Force Majeure including, but not limited to, the nature of the occurrence and its expected duration, and continues to furnish timely reports with respect thereto during the period of the Force Majeure;
- the excuse of performance is of no greater scope and no longer duration than is required by the Force Majeure;
- no obligations of either party that arose before the Force Majeure causing the excuse of performance are excused as a result of the Force Majeure; and,
- the non-performing party uses its best efforts to remedy its inability to perform.

Notwithstanding the above, performance shall not be excused under this Section for a period in excess of two (2) months, provided that in extenuating circumstances, GOVERNING BODY may excuse performance for a longer term. Economic hardship of REDSPEED will not constitute Force Majeure. The term of the Agreement shall be extended by a period equal to that during which either party's performance is suspended under this Section.

#### **20. PERMITS, FEES, AND LICENSES:**

REDSPEED shall, at its own expense, obtain all necessary permits and pay all licenses and fees required to comply with all local ordinances, state and federal laws, rules and regulations applicable to business to be carried out under this Agreement.

#### **21. NON-DISCRIMINATION:**

There shall be no discrimination as to race, sex, color, creed, age, sexual orientation, disability, marital status, or national origin in the operations conducted under this Agreement.

#### **22. SUBCONTRACTORS:**



REDSPEED must be capable of performing all the services contained within this Agreement. If REDSPEED uses a subcontractor in the performance of these services, REDSPEED shall submit complete information on any/all proposed subcontractors. The same qualifications requirements, and all other terms and conditions of the Agreement shall also apply to the subcontractor. GOVERNING BODY reserves the right to approve or disapprove of any subcontractor proposed.

REDSPEED shall ensure that all of REDSPEED's subcontractors perform in accordance with the terms and conditions of this Agreement. REDSPEED shall be fully responsible for all of REDSPEED's subcontractors' performance, and liable for any of REDSPEED's subcontractors' non-performance and all of REDSPEED's subcontractors' negligent, intentional or reckless acts and omissions. REDSPEED shall defend, counsel being subject to GOVERNING BODY's approval or disapproval, and indemnify and hold harmless GOVERNING BODY and GOVERNING BODY's officers, employees, and agents from and against any claim, lawsuit, third party action, settlement, or judgment, including any award of attorney fees and any award of costs, by or in favor of any of REDSPEED's subcontractors for payment for work performed for GOVERNING BODY by any of such subcontractors, and from and against any claim, lawsuit, third party action, settlement, or judgment, including any award of attorney fees and any award of costs, occasioned by or arising out of any negligent, intentional or reckless act or omission by any of REDSPEED's subcontractors.

### 23. ENTIRE AGREEMENT:

The provisions of this Agreement, including the recitals, comprise all of the terms, conditions, agreements, and representations of the parties with respect to the subject matter hereof. All representations and promises made by any party to another, whether in writing or orally, concerning the subject matter of this Agreement, are merged into this Agreement. Except as amended by an Amendment, the terms of the Agreement shall continue in full force and effect.

Deleted: Amendment

### 24. NOTICES:

Any notice or demand which under the terms of this Agreement or under any statute must or may be given or made by REDSPEED or GOVERNING BODY shall be in writing and shall be given or made by personal service, first class mail, overnight delivery, or by certified or registered mail to the parties at the following respective addresses:

City of College Park  
3667 Main St,  
College Park, GA 30337  
Attn: City Manager

RedSpeed Georgia, LLC  
400 Eisenhower Lane North  
Lombard, Illinois 60148  
Attn: Robert Liberman, Manager

### 25. EXCLUSIVITY:

GOVERNING BODY agrees that upon execution of this Agreement, GOVERNING BODY may not utilize another vendor, other than REDSPEED, for the same or similar services as contemplated herein, within the jurisdiction of the GOVERNING BODY without prior written



consent from REDSPEED, until expiration or termination of this Agreement in accordance with the provisions herein.

IN WITNESS THEREOF, the parties have duly executed this Agreement on the day and year first written above.

City of \_\_\_\_\_, Georgia

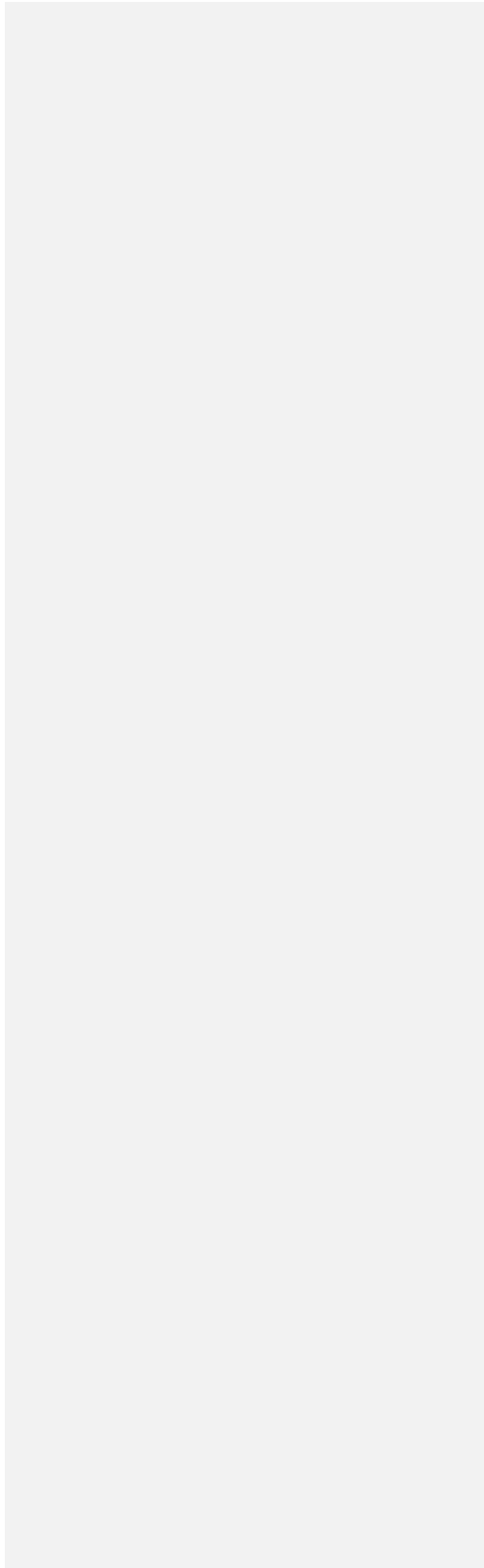
RedSpeed Georgia, LLC

By: \_\_\_\_\_, \_\_\_\_/\_\_\_\_/\_\_\_\_  
Name  
Title

By: \_\_\_\_\_, \_\_\_\_/\_\_\_\_/\_\_\_\_  
Robert Liberman  
Manager

Attest: \_\_\_\_\_, \_\_\_\_/\_\_\_\_/\_\_\_\_

\_\_\_\_\_, City Clerk / Authorized Attestor





## Exhibit A

### SECTION 1.

#### REDSPEED SCOPE OF WORK

1. REDSPEED agrees to provide a turnkey solution for SPE Systems to GOVERNING BODY wherein all reasonably necessary elements required to implement and operate the solution are the responsibility of REDSPEED, except for those items identified in Section 2 titled "GOVERNING BODY Scope of Work". REDSPEED and GOVERNING BODY understand and agree that new or previously unforeseen requirements may, from time to time, be identified and that the parties shall negotiate in good faith to assign to the proper party the responsibility and cost for such items. In general, if work is to be performed by GOVERNING BODY, unless otherwise specified, GOVERNING BODY shall not charge REDSPEED for the cost. All other in-scope work, external to GOVERNING BODY, is the responsibility of REDSPEED.
2. REDSPEED agrees to make every effort to adhere to the Project Time Line agreed upon between the parties and based on the Best and Final Offer.
3. REDSPEED will install SPE Systems at several intersections, school zone areas or grade crossing approaches to be agreed upon between REDSPEED and GOVERNING BODY after completion of site analyses. In addition to any initial locations, the parties may agree from time to time to add to the quantities and locations where SPE Systems are installed and maintained.
4. REDSPEED will operate each SPE System on a 24-hour basis, barring downtime for maintenance and normal servicing activities.
5. REDSPEED agrees to provide a secure website ([www.SpeedViolations.com](http://www.SpeedViolations.com)) accessible to recipients who have received Notices of Violation by means of a Notice #, which will allow violation image and video viewing.
6. REDSPEED shall provide technician site visits to each SPE System once per month to perform preventive maintenance checks consisting of: camera enclosure lens cleaning, camera, strobe, and controller enclosure cleaning, inspection of exposed wires, and general system inspection and maintenance.
7. REDSPEED shall use best efforts to endeavor to repair a non-functional SPE System within forty-eight (48) business hours of determination of a malfunction.
8. REDSPEED shall use best efforts to endeavor to repair the SPE System within one (1) business day from the time of the outage. Outages of GOVERNING BODY internet connections or infrastructure are excluded from this service level.
9. REDSPEED will establish a demand deposit account bearing the title, "RedSpeed Georgia LLC as agent for City of College Park at CIBC Bank." All funds collected on





behalf of GOVERNING BODY, excluding REDSPEED's monthly fees and any fees associated with electronic processing of violations, will be deposited in this account and transferred by wire on or about the 15<sup>th</sup> calendar day of the month to GOVERNING BODY's primary deposit bank. GOVERNING BODY will identify the account to receive funds wired from First Midwest Bank. GOVERNING BODY shall sign a W-9 and blocked account agreement, to be completed by GOVERNING BODY, to ensure GOVERNING BODY's financial interest in said bank account is preserved.

10. REDSPEED will design, fabricate, install, obtain permits, and maintain one speed warning sign for each monitored approach.
11. REDSPEED or subcontractors will be responsible for any costs associated with building, construction, electrical, street use, and/or pole attachment permits.
12. REDSPEED shall assign a project manager who will be the liaison between GOVERNING BODY and REDSPEED and will be responsible for project activities such as development of a project plan and tracking of deliverables. GOVERNING BODY shall reserve the right to request a new project manager.
13. REDSPEED shall provide GOVERNING BODY with RedCheck, an automated web-based citation processing system that includes image processing, color printing and mailing of a Notice of Violation per chargeable event. Each Notice of Violation shall be delivered by first class mail to the Motor Vehicle Owner within the statutory period. Mailings to Motor Vehicle Owners responding to Notices of Violation identifying drivers in affidavits of non-liability or by rental car companies are also included.
14. REDSPEED shall provide the Certified Peace Officer with access to RedCheck, for the purposes of reviewing Violations Data within five (5) days of the gathering of the Registered Vehicle Owner Information.
15. The decision to issue Notice of Violation shall be the sole, unilateral and exclusive decision of the Certified Peace Officer consistent with State Law.
16. RedCheck shall apply an electronic signature to a Notice of Violation when authorized to do so by an approving Certified Peace Officer.
17. REDSPEED shall obtain in-state vehicle registration information necessary to issue citations if it is named as GOVERNING BODY's agent.
18. REDSPEED shall seek records from out-of-state vehicle registration databases and apply records found by RedCheck to issue citations for GOVERNING BODY.
19. If GOVERNING BODY is unable to or does not desire to integrate REDSPEED data into its adjudication system, REDSPEED shall provide an on-line adjudication processing module, which will enable the adjudication function to review cases, related images, correspondence, and other related information required to adjudicate the disputed Notice of Violation.

**RedSpeed®**

20. REDSPEED shall provide to GOVERNING BODY access to RedCheck system, which provides GOVERNING BODY with ability to run and print all standard system reports.
21. If required by GOVERNING BODY, REDSPEED shall, at REDSPEED's expense, provide and train GOVERNING BODY with a local expert witness able to testify in administrative proceedings and in court on matters relating to the accuracy, technical operations, and effectiveness of the SPE System until judicial notice is taken.
22. In those instances where damage to an SPE System is caused by negligence on the part of GOVERNING BODY or its authorized agent(s), REDSPEED will provide GOVERNING BODY an estimate of the cost of repair. Upon authorization to proceed with the repairs or replacement, REDSPEED shall replace or repair any damaged equipment and invoice for the pre-approved repair cost. REDSPEED shall bear the cost to replace or repair equipment damaged in all other circumstances.
23. REDSPEED shall provide a toll-free, GOVERNING BODY-specific help line to help GOVERNING BODY resolve any problems encountered regarding its SPE System and/or citation processing. The help line shall function during normal business hours. Call Center hours for violators is Monday-Friday 9:00 AM to 5 PM EST.
24. REDSPEED shall provide Motor Vehicle Owners with the ability to view Recorded Images of Violations involving their motor vehicles online. This online viewing system shall include a link to the REDSPEED payment website(s).
25. REDSPEED is authorized to charge, collect and retain fees associated with the electronic processing. Such fees shall not exceed \$25.00 per violation. Such fee is paid by the violator. GOVERNING BODY will not receive any of said fees. GOVERNING BODY assumes no liability, responsibility, or control for said fee sought by REDSPEED.
26. REDSPEED shall provide GOVERNING BODY with a warning period consistent with State law.
27. REDSPEED shall maintain video data for twenty five (25) days unless otherwise requested for preservation by the City.
28. GOVERNING BODY will have real-time access to violation and camera data. However, requests for large blocks of film footage (i.e., requests that are not conveniently downloadable by the Department) will be subject to a \$125 fee per request.



**SECTION 2.**  
**GOVERNING BODY'S SCOPE OF WORK**

26. Within seven (7) business days of execution of the Agreement, GOVERNING BODY shall provide REDSPEED with the name and contact information for a project manager with authority to coordinate GOVERNING BODY responsibilities under the Agreement.
27. Within seven (7) business days of the Agreement, GOVERNING BODY shall provide REDSPEED with the name and contact information for an Appeals Coordinator or staff responsible for oversight of all related program requirements.
28. Within seven (7) business days of execution of the Agreement, GOVERNING BODY shall provide REDSPEED with the name(s), contact information, and electronic signature(s) of all Certified Peace Officers authorized by GOVERNING BODY's police department to approve and issue Notices of Violation.
29. GOVERNING BODY shall establish a method by which a Motor Vehicle Owner who has received a Notice of Violation may review the images and video evidencing the Violation at [www.SpeedViolation.com](http://www.SpeedViolation.com) free of charge. This may be at a publicly available terminal at GOVERNING BODY's facility or by appointment with the Police Department.
30. REDSPEED will relocate an SPE System at no cost to a new enforcement location once it has been mutually agreed upon between REDSPEED and GOVERNING BODY.
31. GOVERNING BODY shall endeavor to approve or reject REDSPEED submitted plans within seven (7) business days of receipt. REDSPEED and GOVERNING BODY will endeavor to approve the plans in a timely manner.
32. GOVERNING BODY will endeavor to issue all needed permits to REDSPEED and its subcontractors in an expedited fashion for plan approval.
33. If use of private property right of way is needed, GOVERNING BODY shall assist REDSPEED in acquiring permission to build in existing utility easements as necessary. Any additional cost for private property right of way lease/rental costs shall be borne by REDSPEED. REDSPEED reserves the right to not install on private property if the costs are unreasonable.
34. GOVERNING BODY may allow REDSPEED to build needed infrastructure in existing GOVERNING BODY owned easement as necessary and only after required permits have been approved.
35. GOVERNING BODY's Certified Peace Officer(s) shall process each potential violation in accordance with State Law and/or GOVERNING BODY's Ordinances within five (5) days (excluding Saturday, Sunday and GOVERNING BODY observed holidays) of its appearance in the Law Enforcement Review Queue, using RedCheck to determine which Violations will be issued as Notices of Violation.

**RedSpeed®**

36. Police Department workstation computer monitors for citation review and approval should provide a minimum resolution of 1280 x 1024.
37. Police Department shall provide signatures of all authorized police users who will review events and approve citations on forms provided by REDSPEED.
38. GOVERNING BODY shall handle inbound and outbound phone calls and correspondence from defendants who have questions about disputes, and other issues relating to citation adjudication. GOVERNING BODY may refer citizens with questions regarding REDSPEED or SPE System technology and processes to websites and/or toll-free telephone numbers provided by REDSPEED for that purpose.
39. If remote access to a REDSPEED SPE System is blocked by GOVERNING BODY's network security infrastructure, GOVERNING BODY's Technology Consultant shall coordinate with REDSPEED to facilitate appropriate communications while maintaining required security measures.
40. GOVERNING BODY shall at all time maintain a list of school and school zone hours and shall inform REDSPEED of all times for each Zone. GOVERNING BODY shall maintain and update this list, and shall be responsible for ensuring the accuracy of any citation issued against the corresponding time.



**Exhibit B**

**SCHEDULE 1**  
**SERVICE FEE SCHEDULE**

GOVERNING BODY agrees to pay REDSPEED the Fee(s) as itemized below:

1. Description of Pricing

Fee includes all costs required and associated with SPE system installation, maintenance and ongoing field and back-office operations. Includes camera equipment, installation, maintenance, violation processing services, DMV records access, mailing of required documents, lockbox and credit card processing services, call center support for general program questions, public awareness program support, and access to web-based SPE System for Certified Peace Officer review:

33% service fee for each paid violation

2. Optional Services

License Plate Reader (LPR) module: Additional 2% service fee for each paid violation per approach



# CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

## REG SESSION AGENDA REQUEST

DOC ID: 7960

**DATE:** February 26, 2020

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Terrence R. Moore, City Manager

**FROM:** Althea Philord-Bradley, Director of Finance & Accounting

**RE:** Delinquent Property Tax Payers Update

**PURPOSE:** To provide Mayor and Council with the most recent status of the top ten delinquent property tax payers.

**REASON:** To provide Mayor and Council with the names, addresses, and outstanding balances of the top ten delinquent property tax payers as well as a brief update on collection efforts.

**RECOMMENDATION:** To proceed with established policies and procedures to ensure collection of these accounts. To escalate the collection process as appropriate to minimize the loss of revenue.

**BACKGROUND:** The City of College Park contracts with GTS (Government Tax Services) to facilitate the collection of delinquent accounts to the extent necessary. Past collection efforts have included GTS providing assistance with filing liens and assisting with tax sales.

**COST TO CITY:** Varies with each situation.

**BUDGETED ITEM:** None.

**REVENUE TO CITY:** Varies with each situation.

**CITY COUNCIL HEARING:** March 2, 2020

**OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS:** Aggressive collection efforts to full extent of the law.

**STAFF:** Philip Latona, Property Tax Accountant



**ATTACHMENTS:**

- Top Ten Delinq Property Tax Accounts 02202020 (PDF)
- Top Ten Delinq Property Tax Accounts 02202020 2018(PDF)

**Review:**

- Althea Philord-Bradley Completed 02/26/2020 4:41 PM
- Rosyline Robinson Completed 02/26/2020 5:38 PM
- Terrence R. Moore Completed 02/26/2020 5:40 PM
- Mayor & City Council Pending 03/02/2020 7:30 PM

**City of College Park  
Department of Finance & Accounting  
Top Ten Delinquent Property Tax Accounts  
As of February 20, 2020**

Lien	Taxpayer Name	Property Address	Business Name If Known	Amount	District - Tax Type	Additional Comments	Tax Years
	Yeasmin Enterprises	5010 Old National Hwy	Ramada Plaza	\$ 101,149.29	Fulton - Real	2/18/20 Spoke with GM - informed him of outstanding balance and our intent to file a lien. Intent Notification mailed 2/20/20. They expect to have a closing date next week for the sale.	2019
	BK & J Hotel Group	1551 Phoenix Blvd	Howard Johnson	\$ 76,375.05	Clayton - Real & Personal	2/18/20 Spoke with GM - informed her of outstanding balance and our intent to file a lien. Getting a payment schedule on Friday, 2/21/20.	2019
	Kelco/RG Atlanta LLC	4601 Best Rd	Holiday Inn Express	\$ 76,232.77	Fulton - Real	2/19/20 Left voicemail message for company president	2019
	RK College Park LLC	4505 Best Rd	Days Inn by Wyndham	\$ 31,620.06	Fulton - Real & Personal	2/20/20 Spoke with client - emailed them statement. They will review and provide payment date.	2019
	Bhagat Ramesh C	2480 Old National Pkwy	Quality Inn & Suites	\$ 21,139.50	Fulton - Real	2/18/20 Reached out to owner via email to confirm payment by Feb 21st.	2019
	Virtual Citadel	2380 Godby Rd		\$ 9,936.23	Fulton - Real	2/17/20 Received Chapter 7 Bankruptcy filing. Hearing this week to be attended by legal	2019
	Crystal Equities LLC	2601 Roosevelt Hwy	Crystal Equities	\$ 9,208.71	Fulton - Real	2/19/20 Left voicemail & emailed statement to Property Mgrs - different address than Tax Digest	2019
	Piccadilly Holdings LLC	2449 Godby Rd		\$ 8,441.32	Fulton - Real	2/19/20 Spoke with Falcon Holdings, LLC - representative responsible for Piccadilly to return call Thursday, 2/20/20	2019
	Excalibur Investments LLC	1640 East Virginia Ave		\$ 5,769.64	Fulton - Real	2/17/20 Found updated mailing address on GA Division of Corporations	2019
	Siarah Investments Inc	2549 Roosevelt Hwy	Exxon Station	\$ 4,121.41	Fulton - Real	No Contact # on file. Resent statements to multiple addresses	2019

**Intent to FiFa (Tax Lien) Notices mailed out on/about March 23, 2020. Owners have 30 days to pay prior to Lien filing.**

- Y Represents Lien filed against account.
- NA Signifies account has not met statutory requirement for lien to be filed

**Inactive Account - off active list - candidates to write-off**

Level Concrete Co.	2560 West Point Avenue	Proximity of Metro Mustang	\$ 24,188.42	Fulton - Personal Property	Corporation dissolved 5/16/2008	2000-2003
Western Pacific	Airline		39,223.87	13K Base Ad Valorem	Chapter 11 - February 1998	
Vanguard Airlines	Airline		9,233.76	Public Utility Digest - Clayton	Ceased Operations July 29, 2002	
PSINet Inc			11,614.94	Fulton - Personal Property		
Larry Jones	0 Camp Creek Pkwy		9,986.05	Fulton - Real	Parcel Mapping indicates plat is a public roadway/right of	1992-2014
F H Kilgore	0 Camp Creek Pkwy		5,586.33	Fulton - Real	Parcel Mapping discrepancy	1992-2014

**City of College Park**  
**Department of Finance & Accounting**  
**Top Ten Delinquent Property Tax Accounts**  
**As of February 25, 2020**

<b>Lien</b>	<b>Taxpayer Name</b>	<b>Property Address</b>	<b>Business Name If Known</b>	<b>Amount</b>	<b>District - Tax Type</b>	<b>Additional Comments</b>	<b>Tax Years</b>
Y	Cudsik Guy	1666 Vesta Ave	Right Sales & Service	\$ 6,020.86	Fulton - Real & Personal	2/24/20 - Client paid Envision on 2/24/20 \$3,295.29- for 2018 taxes Payment must clear before they transfer. Also, spoke with owner who stated balance of \$2,725.57 by March 7th ( 2019 taxes)	2018-2019
Y	Lexicon Hospitality	2471 Old National Pkwy	Travelodge	\$ 2,222.54	Fulton - Personal	<b>Paid in Full 2/17/2020</b>	2018-2019
Y	Zenga Store	Hartsfield/Concourse A		\$ 1,200.23	Clayton - Personal	2/25/20 Still Working with Merchant/County Assessors - location was closed. Tax Assessors confirms closure as of 12/31/18. It makes 2018 collectible - Merchant claims closure was prior to 2018 - so non taxable 171425	2018
Y	InMotion Entertainment	Hartsfield/Concourse A		\$ 971.11	Clayton - Personal	<b>Paid 12/24/2019</b>	2018
	Hayes Philip Lee	3262 Dogwood St		\$ 895.59	Fulton - Real	Property was sold by Mr. Hayes, but was chargedback for Homestead Tax Credits after the sale that he was not entitled to receive. I'm having difficult time locating him	2018
Y	Amirj LLC	5209 W Fayetteville Rd	Subway	\$ 1,278.62	Clayton - Personal	Spoke to owner 2/19/20 - can pay in March	2018-2019
Y	Smart Moves Investments LLC	2879 Windsor Forrest Ct		\$ 1,054.84	Fulton - Real	Owner is First Transferee Foreclosure - no contact telephone but found mailing address of principal owner to resend statement. Address turns out be be a mailbox dropbox, not a physical residence. Still looking/working	2018-2019
	Lindsay Beulah	3568 Herschel Rd		\$ 590.19	Fulton - Real	<b>Paid 1/3/2020</b>	2018
	Ellis Robert	3732 Herschel Rd		\$ 541.56	Fulton - Real	2018 Balance due is from Appeal settlement. 1/27/20 Left message at home address	2018
	Gerard Gary Et AL	2238 West Lyle Rd		\$ 469.22	Fulton - Real	<b>Paid 12/26/19</b>	2018



# CITY OF COLLEGE PARK

P.O. BOX 87137 · COLLEGE PARK, GA 30337 · 404.767.1537

## REG SESSION AGENDA REQUEST

DOC ID: 7950

**DATE:** February 27, 2020

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Terrence R. Moore, City Manager

**FROM:** Althea Philord-Bradley, Director of Finance & Accounting

**RE:** Top 10 Delinquent Customers

**PURPOSE:** To update Mayor/Council regarding Top 10 delinquent customers, commercial and residential.

**REASON:** To keep updated on Top 10 commercial and residential accounts to ensure the accounts balances are current.

**RECOMMENDATION:** To deliver information to Mayor/Council by Customer Service team.

**BACKGROUND:** Each council meeting we deliver data that indicates who the Top 10 customers are based on balances owed, length of time unpaid.

**COST TO CITY:** N/A.

**BUDGETED ITEM:** N/A.

**REVENUE TO CITY:** N/A.

**CITY COUNCIL HEARING DATE:** March 2, 2020.

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A.

**AFFECTED AGENCIES:** N/A.

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A.

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A.

**STAFF:** Kimberly Rollins/ Customer Service Manager

**ATTACHMENTS:**

- February 2020 cut-ons (XLSX)
- Top Ten 022020 (XLSX)
- Commerical Clayton 022020 (DOCX)
- Residential Clayton 022020 (DOCX)
- Residential Fulton 022020 (DOCX)
- Commerical Fulton 022020 (DOCX)

**Review:**

- Althea Philord-Bradley Completed 02/27/2020 9:08 AM
- Rosyline Robinson Completed 02/27/2020 12:50 PM
- Terrence R. Moore Completed 02/27/2020 12:47 PM
- Mayor & City Council Pending 03/02/2020 7:30 PM

February's 2020 Reconnects							page*1
Customer's Account #	Occupant code	Customer's Name	Date Work-orders were created	Balance Due @ Cut-Off	Amount paid @ Cut-on	Remaining Balance	
	Prepared by Tammy Smith		<b>Grand Totals</b>	<b>\$ 43,409.89</b>	<b>\$ 41,876.83</b>	<b>\$ 1,533.06</b>	
0	25		2/17/2020	\$ 347.83	\$ 200.00	\$ 147.83	
0	9		2/17/2020	\$ 466.38	\$ 366.38	\$ 100.00	
0	6		2/14/2020	\$ 324.98	\$ 291.00	\$ 33.98	
0	14		2/14/2020	\$ 292.00	\$ 292.00	\$ -	
0	26		2/17/2020	\$ 328.99	\$ 328.99	\$ -	
0	14		2/14/2020	\$ 324.12	\$ 324.12	\$ -	
0	13		2/17/2020	\$ 298.53	\$ 298.53	\$ -	
0	8		2/14/2020	\$ 450.43	\$ 450.43	\$ -	
0	16		2/14/2020	\$ 352.19	\$ 352.19	\$ -	
0	9		2/14/2020	\$ 478.03	\$ 478.03	\$ -	
0	10		2/14/2020	\$ 284.02	\$ 284.02	\$ -	
0	10		2/14/2020	\$ 371.40	\$ 372.00	\$ (0.60)	
0	12		2/14/2020	\$ 263.59	\$ 263.59	\$ -	
0	19		2/14/2020	\$ 382.62	\$ 382.62	\$ -	
0	14		2/14/2020	\$ 460.33	\$ 460.33	\$ -	
0	9		2/14/2020	\$ 286.47	\$ 286.47	\$ -	
0	16		2/14/2020	\$ 286.76	\$ 286.76	\$ -	
0	11		2/14/2020	\$ 282.19	\$ 282.19	\$ -	
0	22		2/14/2020	\$ 338.15	\$ 338.15	\$ -	
0	16		2/14/2020	\$ 319.68	\$ 319.68	\$ -	
0	7		2/14/2020	\$ 318.49	\$ 318.49	\$ -	
0	13		2/14/2020	\$ 370.84	\$ 370.84	\$ -	
0	20		2/14/2020	\$ 416.92	\$ 416.92	\$ -	
0	10		2/14/2020	\$ 368.11	\$ 368.11	\$ -	
0	22		2/14/2020	\$ 418.87	\$ 418.87	\$ -	
0	19		2/14/2020	\$ 302.28	\$ 302.28	\$ -	
0	15		2/14/2020	\$ 326.56	\$ 326.56	\$ -	
0	18		2/14/2020	\$ 281.54	\$ 281.54	\$ -	
0	17		2/13/2020	\$ 516.22	\$ 516.22	\$ -	
0	18		2/14/2020	\$ 357.46	\$ 357.46	\$ -	
0	17		2/13/2020	\$ 568.13	\$ 300.00	\$ 268.13	
0	14		2/13/2020	\$ 344.27	\$ 344.27	\$ -	
0	8		2/13/2020	\$ 467.10	\$ 467.10	\$ -	
0	4		2/13/2020	\$ 295.57	\$ 295.57	\$ -	
0	18		2/14/2020	\$ 344.76	\$ 344.76	\$ -	
0	14		2/13/2020	\$ 296.44	\$ 296.44	\$ -	
0	16		2/13/2020	\$ 301.22	\$ 301.22	\$ -	
0	22		2/13/2020	\$ 283.60	\$ 283.60	\$ -	
0	1		2/13/2020	\$ 1,500.58	\$ 1,500.58	\$ -	
0	8		2/13/2020	\$ 1,170.18	\$ 600.00	\$ 570.18	
0	13		2/14/2020	\$ 281.39	\$ 281.39	\$ -	
0	21		2/13/2020	\$ 280.00	\$ 280.00	\$ -	
0	11		2/14/2020	\$ 283.50	\$ 283.50	\$ -	
0	18		2/13/2020	\$ 413.02	\$ 413.02	\$ -	
0	10		2/13/2020	\$ 327.62	\$ 327.62	\$ -	
0	1		2/13/2020	\$ 717.54	\$ 717.54	\$ -	
0	15		2/13/2020	\$ 372.58	\$ 372.58	\$ -	
0	9		2/13/2020	\$ 498.36	\$ 498.36	\$ -	
0	21		2/13/2020	\$ 332.61	\$ 332.61	\$ -	
0	10		2/13/2020	\$ 539.70	\$ 539.70	\$ -	
0	3		2/13/2020	\$ 326.59	\$ 326.59	\$ -	
0	22		2/13/2020	\$ 371.94	\$ 360.00	\$ 11.94	
0	9		2/13/2020	\$ 361.83	\$ 361.83	\$ -	
0	10		2/13/2020	\$ 410.70	\$ 410.70	\$ -	
0	13		2/13/2020	\$ 375.14	\$ 375.14	\$ -	
0	20		2/13/2020	\$ 391.29	\$ 391.29	\$ -	
February's 2020 Reconnects							page*2



Customer's Account #	Occupant code	Customer's Name	Date Work-orders were created	Balance Due @ Cut-Off	Amount paid @ Cut-on	Remaining Balance	
	Prepared by Tammy Smith		<b>Grand Totals</b>	<b>\$ 43,409.89</b>	<b>\$ 41,876.83</b>	<b>\$ 1,533.06</b>	
0	5		2/13/2020	\$ 425.14	\$ 425.14	\$ -	
0	26		2/13/2020	\$ 323.54	\$ 323.54	\$ -	
0	27		2/13/2020	\$ 302.98	\$ 302.98	\$ -	
0	12		2/13/2020	\$ 323.86	\$ 323.86	\$ -	
0	20		2/13/2020	\$ 295.15	\$ 295.15	\$ -	
0	24		2/13/2020	\$ 321.04	\$ 321.04	\$ -	
0	12		2/13/2020	\$ 290.59	\$ 290.59	\$ -	
0	8		2/13/2020	\$ 375.97	\$ 300.00	\$ 75.97	
0	18		2/13/2020	\$ 413.58	\$ 413.58	\$ -	
0	20		2/13/2020	\$ 337.37	\$ 337.37	\$ -	
0	1		2/13/2020	\$ 432.00	\$ 432.00	\$ -	
0	22		2/13/2020	\$ 295.51	\$ 106.00	\$ 189.51	
0	19		2/13/2020	\$ 377.73	\$ 377.73	\$ -	
0	17		2/13/2020	\$ 346.82	\$ 346.82	\$ -	
0	2		2/13/2020	\$ 370.37	\$ 370.37	\$ -	
0	17		2/13/2020	\$ 299.28	\$ 299.28	\$ -	
0	2		2/13/2020	\$ 800.59	\$ 800.59	\$ -	
0	19		2/13/2020	\$ 277.89	\$ 277.89	\$ -	
0	1		2/13/2020	\$ 414.67	\$ 414.67	\$ -	
0	7		2/13/2020	\$ 996.94	\$ 996.94	\$ -	
0	0		2/13/2020	\$ 406.75	\$ 406.75	\$ -	
0	19		2/13/2020	\$ 397.08	\$ 397.08	\$ -	
0	21		2/13/2020	\$ 353.64	\$ 353.64	\$ -	
0	30		2/13/2020	\$ 319.46	\$ 319.46	\$ -	
0	6		2/13/2020	\$ 305.69	\$ 305.69	\$ -	
0	18		2/13/2020	\$ 275.07	\$ 275.07	\$ -	
0	17		2/13/2020	\$ 281.24	\$ 281.24	\$ -	
0	16		2/13/2020	\$ 376.97	\$ 376.97	\$ -	
0	4		2/13/2020	\$ 309.03	\$ 309.03	\$ -	
0	8		2/13/2020	\$ 404.43	\$ 404.43	\$ -	
0	22		2/13/2020	\$ 432.32	\$ 432.32	\$ -	
0	7		2/13/2020	\$ 339.69	\$ 300.00	\$ 39.69	
0	18		2/13/2020	\$ 309.02	\$ 309.02	\$ -	
0	12		2/13/2020	\$ 282.06	\$ 282.06	\$ -	
0	17		2/13/2020	\$ 292.46	\$ 200.00	\$ 92.46	
0	14		2/13/2020	\$ 417.81	\$ 417.81	\$ -	
0	19		2/11/2020	\$ 431.09	\$ 432.00	\$ (0.91)	
0	9		2/10/2020	\$ 362.00	\$ 362.00	\$ -	
0	15		2/7/2020	\$ 405.46	\$ 400.00	\$ 5.46	
0	9		2/7/2020	\$ 932.33	\$ 932.33	\$ -	
0	5		2/7/2020	\$ 686.79	\$ 686.79	\$ -	
0	22		2/6/2020	\$ 305.59	\$ 305.59	\$ -	
0	9		2/6/2020	\$ 450.58	\$ 450.58	\$ -	
0	23		2/6/2020	\$ 399.76	\$ 399.76	\$ -	
0	19		2/5/2020	\$ 354.68	\$ 354.68	\$ -	
0	0		2/4/2020	\$ 399.78	\$ 399.78	\$ -	
0	2		2/3/2020	\$ 226.55	\$ 226.55	\$ -	
0	9		2/3/2020	\$ 308.40	\$ 308.40	\$ -	
0	4		2/3/2020	\$ 214.08	\$ 214.08	\$ -	
0	22		2/3/2020	\$ 669.39	\$ 669.39	\$ -	
0	10		2/3/2020	\$ 314.20	\$ 314.20	\$ -	
0	9		2/3/2020	\$ 344.04	\$ 344.04	\$ -	
0	11		2/3/2020	\$ 274.42	\$ 275.00	\$ (0.58)	
0	21		2/3/2020	\$ 335.37	\$ 335.37	\$ -	
<b>Grand Totals</b>				<b>\$ 43,409.89</b>	<b>\$ 41,876.83</b>	<b>\$ 1,533.06</b>	

City of College Park											
TOP TEN UTILITY CUSTOMER OUTSTANDING BALANCES											
2/20/2020											
Prepared By Tammy Smith											
<u>Business</u>											
Prior Adjustments	Payment Plan	Liens	BUSINESS NAME	ADDRESS	Power	Water & Sewer	Storm Water & Sanitation	Total Unpaid	CUT OFF LETTER	AGE OF DEBT	Notes or Status
n/a	No	No			\$ 281,472.90	\$ 1,834.78	\$1,620.00	\$284,927.68	Yes	120 days	Reminder Letter on 02/07/20
n/a	No	No			\$ 11,790.00			\$11,790.00	Yes	120 days	Disconnected
n/a	No	No				\$ 1,194.20		\$1,194.20	No	180 days	Disconnection Pending
<u>Apartments</u>											
Prior Adjustment	Payment Plan	Liens	APARTMENT NAME	ADDRESS	Power	Water & Sewer	Storm Water & Sanitation	Total Unpaid	CUT OFF LETTER	AGE OF DEBT	Notes or Status
n/a	No	No			\$ 2,524.32			\$2,524.32	Yes	120 days	Reminder Notice sent on 02/07/20 Disconnected 02/13/20
n/a	No	Yes				\$ 20,926.78		\$20,926.78	Yes	180 days	Customer paid \$10,000 on 02/04/20 Disconnected 02/18/20
<u>Residential</u>											
	Payment Plan		CUSTOMER NAME	ADDRESS	Power	Water & Sewer	Storm Water & Sanitation	Total Unpaid	CUT OFF LETTER	AGE OF DEBT	Notes or Status
n/a	No	No			\$ 810.20	\$ 2,428.04	\$163.28	\$3,401.52	Yes	180 days	Disconnected 01/30/20
n/a	No	No			\$ 238.12	\$ 1,755.55	\$61.23	\$2,054.90	No	61-90	Customer has a water leak and has not paid in 60 days nor produced repair receipts Disconnection Pending
<b>TOTALS</b>					<b>\$ 296,835.54</b>	<b>\$28,139.35</b>	<b>\$1,844.51</b>	<b>\$326,819.40</b>			
		NUL	Signifies that Lien has not been filed due to legal statue (not property owner)								
		*	Represents Lien filed against account								
		N/A	Signifies account Lien has not been filed								
yes			Signifies account received prior billing adjustment								
N/A			Signifies account that has not received prior billing adjustment								

\*\*\*\*\*Category: Commercial Clayton\*\*\*\*\*

Council Meeting March 2, 2020

City of College Park

A / R A G I N G

Page: 1

Account	Name	0 to 30	31 to 60	61 to 90	Over 91	Total	--- Last Payment --- Date	Amount
=====								
Cycle:	15							
40292077-03	<b>Disconnection Pending</b>	462.64	273.39	279.64	91.84	1107.51	02/14/2020	300.00
-----								
<b>1 Subtotals for Cycle 015</b>		<b>462.64</b>	<b>273.39</b>	<b>279.64</b>	<b>91.84</b>	<b>1107.51</b>		
=====								
<b>1 Grand Totals</b>		<b>462.64</b>	<b>273.39</b>	<b>279.64</b>	<b>91.84</b>	<b>1107.51</b>		

SELECT CRITERIA

Minimum Balance: 1000.00  
A/R Block 1: 30  
A/R Block 2: 60  
A/R Block 3: 90

SERVICE STATUS:

**DISCONNECTED:** Services have been turned OFF  
**Disconnection Pending:** Disconnection will occur in 1-5 days  
**FINAL PENDING:** A work order has been issued to CLOSE THE ACCOUNT  
**CLOSED OUT:** The services are off and the account is CLOSED  
**CUT OFF PENDING:** A work order has been issued to turn off the services  
**ACTIVE ARRANGEMENT:** Customer has a current payment arrangement  
**DOOR TAG DELIVERED:** A notification was placed onsite for pending disconnections on customers with "medical" conditions, leak investigations, etc.  
**WIRE TRANSFER ACCOUNT:** The payment for these accounts are " wire transfer" payments and it's a longer process to post them to the account.

\*\*\*\*\*Category: Residential Clayton\*\*\*\*\*

Council Meeting March 2, 2020

City of College Park

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Account	Name	0 to	30	31 to	60	61 to	90	Over	91	Total	--- Last Payment --- Date	Amount
Cycle: 15												
40520120-03	Disconnect Pending	1101.80		494.19		341.71				1937.70	02/14/2020	400.00 0
<u>1 Subtotals for Cycle 015</u>		<b>1101.80</b>		<b>494.19</b>		<b>341.71</b>		<b>0.00</b>		<b>1937.70</b>		
<b>1 Grand Totals</b>		<b>1101.80</b>		<b>494.19</b>		<b>341.71</b>				<b>1937.70</b>		

SELECT CRITERIA

Minimum Balance: 1000.00  
 A/R Block 1: 30  
 A/R Block 2: 60  
 A/R Block 3: 90

SERVICE STATUS:

- DISCONNECTED:** Services have been turned OFF
- Disconnection Pending:** Disconnection will occur in 1-5 days
- FINAL PENDING:** A work order has been issued to CLOSE THE ACCOUNT
- CLOSED OUT:** The services are off and the account is CLOSED
- CUT OFF PENDING:** A work order has been issued to turn off the services
- ACTIVE ARRANGEMENT:** Customer has a current payment arrangement
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\*\*\*\*\*Category: Residential Fulton\*\*\*\*\*

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City of College Park

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Account	Name	0 to 30	31 to 60	61 to 90	Over 91	Total	--- Last Payment --- Date	Amount	
Cycle: 1									
10085330-00	Disconnection Pending	293.67	50.59	202.42	984.71	1531.39	02/04/2019	47.81	
10151075-03	Senior	483.19	504.04	531.75	178.35	1697.33	02/18/2020		
20053630-00	Water investigation	894.90	142.69	3019.89		4057.48	02/12/2020	147.19	
20102780-03	Disconnection Pending	423.53	362.82	338.91		1125.26	01/31/2020	300.00	O
20110483-03	Disconnection Pending	933.82	382.52	1672.38		2988.72	12/30/2019		T
<b>5 Subtotals for Cycle 001</b>		<b>3029.11</b>	<b>1442.66</b>	<b>5765.35</b>	<b>1163.06</b>	<b>11400.18</b>			
Cycle: 15									
30141900-01	Water Leak	1476.54	828.99	165.01	1500.08	3970.62	01/28/2020	150.00	
30190625-17	Disconnection Pending	328.99	192.84	61.11	501.14	1084.08	01/03/2020	50.00	T
30201475-17	Disconnection Pending	419.23	178.25		568.86	1166.34	12/27/2019	150.00	T
30122700-08	Medical	609.72	266.96		609.22	1485.90	01/03/2020	250.00	T
30466137-05	Disconnected	5129.64	5132.79	500.00	11581.79	22344.22	02/14/2020	2000.00	O
<b>5 Subtotals for Cycle 008</b>		<b>7964.12</b>	<b>6599.83</b>	<b>726.12</b>	<b>14761.09</b>	<b>30051.16</b>			
Cycle: 15									
40594897-07	ALEXANDRIA LANDIN Active Lien	57638.53	28616.54	14130.80		100385.87	12/18/2019	31015.03	O
<b>1 Subtotals for Cycle 015</b>		<b>57638.53</b>	<b>28616.54</b>	<b>14130.80</b>	<b>0.00</b>	<b>100385.87</b>			
<b>11 Grand Totals</b>		<b>68631.76</b>	<b>36659.03</b>	<b>20622.27</b>	<b>15924.15</b>	<b>141837.21</b>			

**\*\*\*\*\*Category: Residential Fulton\*\*\*\*\*** Council Meeting March 2, 2020**SELECT CRITERIA**

Minimum Balance: 1000.00  
A/R Block 1: 30  
A/R Block 2: 60  
A/R Block 3: 90

**SERVICE STATUS:**

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\*\*\*\*\*Category: Commercial Fulton\*\*\*\*\*

Council Meeting March 2, 2020

City of College Park

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Account	Name	0 to 30	31 to 60	61 to 90	Over 91	Total	--- Last Payment --- Date	Amount	
Cycle: 15									
40516240-01	Disconnected/St.Lights	1548.63	844.61	131.08		2524.32	02/21/2020	1500.00	
40273520-01	Disconnection Pending	146330.96	111700.52	26896.20		284927.68	01/17/2020	30000.00	
40282221-00	Disconnected	5887.50	5887.50	15.00		11790.00		0	
<u>3 Subtotals for Cycle 015</u>		<u>153,767.09</u>	<u>118,432.63</u>	<u>27,042.28</u>	<u>0</u>	<u>299,242.00</u>			
Cycle: 21									
10702040-03	ATL FRESH CANS Final Pending	64.76	27.56	27.41	1106.85	1226.58	01/28/2020	65.00	
<u>2 Subtotals for Cycle 021</u>		<u>64.76</u>	<u>27.56</u>	<u>27.41</u>	<u>1106.85</u>	<u>1226.58</u>			
<u>5 Grand Totals</u>		<u>153,831.85</u>	<u>118,460.19</u>	<u>27,069.69</u>	<u>1,106.85</u>	<u>300,468.58</u>			

SELECT CRITERIA

Minimum Balance: 1000.00  
A/R Block 1: 30  
A/R Block 2: 60  
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