



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

Monday, March 16, 2020

7:30 PM

Council Chambers

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 March 2, 2020

ACTION:

B. Approval of Workshop Session Minutes dated March 2, 2020.

ACTION:

4. Proclamations, Resolutions, Plaques, and Announcements

A. Presentation of a proclamation recognizing one of College Park's oldest residents (103 years old), Mr. Philip G. Middleton, for his outstanding achievements and commitment exemplifying resilience and an innovative spirit. See attached proclamation.

B. Presentation of a proclamation designating April 2020 as "Clean Up Month" in the City of College Park. See attached proclamation.

5. Remarks of Citizens

6. Other Business

A. Consideration of and action on a request from LaceUp Fitness, LLC for approval to host a 5k run/walk event "Atlanta Final Four 5k" on Saturday April 4, 2020 to include temporary street closures, directional signs, and banner placements. See memorandum dated March 12, 2020 from City Manager Terrence R. Moore and letter dated December 17, 2019 from LaceUp Fitness President Patrick A. Jefferson requesting approval. Also, see attached City of College Park Special Event Form, Hold Harmless Agreement and race route. Wards 1 & 3.

ACTION:

- B. Consideration of and action on a request for approval from organizers of the VeloCity Bike Ride event to place directional signs beginning Friday, May 1, 2020 for a cycling/Grady Hospital fund raiser event scheduled for Saturday, May 2, 2020. See memorandum dated March 12, 2020 from City Manager Terrence R. Moore and e-mail dated February 19, 2020 from event organizer Christopher Reed requesting approval. Also, see attached City of College Park Special Event Form and race route information. Wards 2 & 4.

ACTION:

- C. Consideration of and action on a request from the Atlanta Airport District for approval to host the annual Spin the District (Bicycle Criterium Race) and festival event on Sunday, May 3, 2020 from 9:00 a.m. until 7:30 p.m. See memorandum dated March 10, 2020 from City Manager Terrence R. Moore. Also, see attached e-mail dated March 3, 2020 from the Atlanta Airport District, City of College Park Special Event Form, route map, Off Premises/Special Events Permit Application and one-sheet summary of Spin the District requests. Wards 1 & 2.

ACTION:

- D. Consideration of and action on a request to hold a City of College Park resident only "Community Shred-It Day" on Saturday, April 25, 2020 from 9:00am to 2:00pm at the Public Works Maintenance Facility located at 2233 Harvard Avenue. See memorandum dated March 9, 2020 from Director of Public Works Mike Mason requesting approval. Also, see attached "Community Shredder Day" event flyer. Ward 2.

ACTION:

- E. Consideration of and action on a request from Director of Public Works Mike Mason for authorization to hold a "Household Hazardous Waste Day" drop off event in conjunction with "April Clean Up Month 2020". The one-day event will be held Saturday, April 25, 2020 from 9:00am to 2:00pm at the Public Works Maintenance Facility located at 2233 Harvard Avenue and Jamestown Plaza Parking lot located behind Charles E. Phillips Park. See memorandum dated March 12, 2020 from Mr. Mason requesting approval. Also, see attached "Household Hazardous Waste Day" event flyer. Ward 2.

ACTION:

- F. Discussion and update on recently adopted ordinances and resolutions. See memorandum dated March 12, 2020 from City Clerk Shavala Moore. Also, see attached supporting documentation.

7. Public Hearings

- A. Consideration of and action on a request to set a Public Hearing to consider the annexation of property located at 5391 West Fayetteville Road from Unincorporated Clayton County to the City of College Park. A Public Hearing date of April 6, 2020 is recommended. See memorandum dated March 10, 2020 from City Planner Michelle Alexander. Also, see attached supporting documentation. Ward 3.

ACTION:

- B. Consideration of and action on a request to set a Public Hearing to consider the rezoning of an annexed property located at 5391 West Fayetteville Road to the PD-R- Planned Development - Residential Zoning District. A Public Hearing date of April 6, 2020 is recommended. See memorandum dated March 9, 2020 from City Planner Michelle Alexander. Also, see attached supporting documentation. Ward 3

ACTION:

- C. Public Hearing to consider a Conditional Use Permit at 5134 Old National Highway to allow for a place of worship in the BP zoning district. The Planning Commission heard this case at the October 28, 2019 meeting and recommended approval. See memorandum dated March 9, 2020 from City Planner Michelle Alexander. Also, see attached supporting documentation. Ward 3.

ACTION:

8. Bids, Change Order Requests and Contracts

- A. Consideration of and action on a request for approval to purchase twenty (20) fire hydrants in bulk to replace those that are damaged in the water distribution to ensure fire protection is maintained. See memorandum dated March 9, 2020 from Director of Public Works Mike Mason recommending Fortline Waterworks bid in the amount of \$27,779.80. Also, see attached supporting documentation. This is a budgeted item.

ACTION:

-
- B. Consideration of and action on a request for approval to purchase a 32' Electric Scissor Lift to ensure maximum productivity and handling of materials. See memorandum dated March 11, 2020 from Convention Center Executive Director Mercedes Miller recommending single source vendor H&E Equipment Services (State Contract provider) at a cost of \$24,283.91. Also, see attached supporting documentation. This is a budgeted item.

ACTION:

- C. Consideration of and action on a request for approval to move forward with the purchase and installation of decorative lighting on Main Street from Harvard Avenue to John Wesley Avenue. See memorandum dated March 12, 2020 from Director of Economic Development Artie Jones, III, recommending Lights Over Atlanta's bid in the amount of \$24,118.60. Also, see attached bid tabulation matrix. This is a budgeted item. Ward 2.

ACTION:

- D. Update to finalize bids submitted for consideration of external public relations contractual services. See memorandum dated March 11, 2020 from Director of Communications Gerald Walker. Also, see attached supporting documentation.

ACTION:

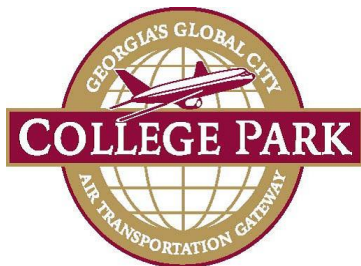
9. Unfinished (Old) Business

- A. Consideration of and action on a request to adopt a Resolution authorizing the renaming of portions of Roosevelt Hwy (Hwy 29), located within the corporate city limits of the City of College Park, to Main Street. See memorandum dated March 11, 2020 from Special Projects Administrator Jackson Myers. Also, see attached supporting documentation. Ward 2.

ACTION:

- B. Follow-up clarity regarding management of tractor trailer ingress/egress on Dukes Realty property from Highway 29. See memorandum March 11, 2020 from City Planner Michelle Alexander. Also, see attached supporting documentation. Ward 2.
- C. Follow-up direction regarding branding and marketing logo considerations. See memorandum dated March 10, 2020 from City Manager Terrence R. Moore.

10. New Business
11. City Attorney's Report
12. City Manager's Report
 - A. Discussion and update on top ten delinquent property tax payers. See memorandum dated March 11, 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 March 12, 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: 7983

DATE: March 4, 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 March 2, 2020

See attached Regular Session Minutes dated March 2, 2020.

Thank you.

ATTACHMENTS:

- RS030220-FINAL (DOCX)

Review:

- Shavala Moore Completed 03/12/2020 10:32 AM
- Rosylne Robinson Completed 03/12/2020 1:38 PM
- Terrence R. Moore Completed 03/12/2020 3:51 PM
- Mayor & City Council Pending 03/16/2020 7:30 PM

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CITY OF COLLEGE PARK
MAYOR AND CITY COUNCIL
REGULAR SESSION
MARCH 2, 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 Danielle Matricardi.

Absent: City Attorney Winston Denmark.

1. Opening Ceremonies.

A. Pledge of allegiance to the flag.

B. Invocation by Pastor Marjorie Dent.

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

ACTION: Councilman Clay moved to approve to add to the agenda Item 6d, Mayor's Planning Commission Appointee; and Remove Item 9d from the agenda, seconded by Councilman Taylor and motion carried. (All Voted Yes).

3. Presentation Of Minutes Of City Council.

A. Regular Session held February 17, 2020.

ACTION: Councilman Clay moved to approve Regular Session Minutes dated February 17, 2020, as presented, seconded by Councilman Allen and motion carried. (All Voted Yes).

B. Workshop Session held February 17, 2020.

ACTION: Councilman Clay moved to approve Workshop Session Minutes dated February 17, 2020, with changes, seconded by Councilman Gay and motion carried as follows:

Packet Page 71, Line 311 - s/b "...Clay..." not "...Gay..."

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.

Councilman Clay presented the plaque to Mrs. Murphy.

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

50
51 Executive Director of the Georgia Association of Chiefs of Police Butch Ayers came forward
52 and presented a plaque to the Police Department for passing the recertification through the
53 accreditation program.

54
55 C. Presentation of Employee Service Awards & Pins for employees with the City of College
56 Park.

57
58 Director of Human Resources & Risk Management Chris Cook came forward and said there
59 are no Employee Service Awards & Pins to present at this time.

60
61 D. Introduction of New Employees by Director of Human Resources and Risk Management
62 Chris Cook.

63
64 Director of Human Resources & Risk Management Chris Cook came forward and introduced
65 the New Employees as follows:

- | | | |
|----|-----------------------|----------------------|
| 66 | | |
| 67 | Ryisha Flowers-Murphy | Police Patrol |
| 68 | Matthew Thompson | Fire Suppression |
| 69 | Reginald Cofield | Legislative |
| 70 | Subretha Beasley | Economic Development |
| 71 | Gerald Walker | Public Information |
| 72 | | |

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

74
75 5. Remarks Of Citizens.

76
77 a. Ms. Kathleen McQueen, 1965 Lyle Avenue, College Park, Ga., came forward and said I
78 posted on the web recently, what if we donated ticket to the Housing Authority? With the
79 help of Jamelle McKenzie, she was able to negotiate \$5.00 per ticket, and the neighbors
80 stepped up and stepped out. We collected \$750.00 and purchased 150 tickets. I would
81 like to humbly thank Mercedes Miller. She agreed to allow food vouchers at \$5.00 per
82 ticket.

83
84 **(Councilman Gay returned to council chambers)**

85
86 Ms. McQueen said I am here to ask Councilman Clay to purchase 126 tickets for \$630.00
87 to solidify the full experience of the College Park Sky Hawks and enjoying the Arena for
88 the Housing Authority. And, again, thank you to the neighbors.

89
90 Councilman Clay said I commend you and Jamelle for your help to do what you have
91 done. It was my fondest hope that we would have an opportunity for our kids be able to
92 see games that they could not see otherwise. I'm very happy to see that. My question

93 for Council is: I am willing to give the money out of my discretionary fund. Is that okay?
 94 My argument for doing it is first of all, it is clearly in College Park. It benefits our
 95 community, and a significant segment of the community is the Housing Authority. The
 96 City appoints the board to that Housing Authority. My argument would be that it certainly
 97 seems like a valid use of community funds. I'm not going to do it unless Council agrees.
 98

99 Councilman Allen said I will help you with that as well.

100
 101 City Attorney Danielle Matricardi said so whenever a substantial benefit is received by
 102 the City in return, it is permissible. So if the Council determines for that to be, then it
 103 would be authorized.
 104

105 Ms. McQueen said this is not just for the Housing Authority, we have also asked for
 106 neighbors to purchase tickets for the Sky Hawks game and we have coined it as SkyHawks
 107 Neighborhood Day.
 108

109 Mayor Motley Broom said this is a substantial benefit to the community.

110 City Attorney Danielle Matricardi said I would agree with that.
 111
 112

113 Ms. McQueen said the date is March 22, 2020, Sunday at 2:00 p.m.
 114

- 115 b. Merri Sheffield, 3366 College Street, College Park, Ga., came forward and thanked Mayor
 116 & Council members who were able to come to the Census function. One of the obstacles
 117 that we face is there were more people from East Point and South Fulton in attendance.
 118 We have got to do something to build the spirit in the community. All jobs for the Census
 119 have closed out now. I would like to let people know that training has started. We have
 120 a Facebook page called Census 2020. And if you will join, you will be able to see a
 121 continuation of anything that we have going on.
 122

123 Councilman Clay asked, with the Coronavirus, are we thinking ahead to do anything like
 124 issuing masks, for anybody that is going to go out and try to drum up more support
 125 working with the people? Is there anything in that plan?
 126

127 Ms. Sheffield said we are waiting to get precautions that are determined to be the
 128 precautions that you really need to take, as opposed to the rumors.
 129

130 Councilman Clay you might want to tell your person who is working the Facebook page
 131 that we just got a link today to the CDC site. I put it out on *clayoncouncil.com*, and you
 132 can do the same thing.
 133

134 Ms. Sheffield agreed.
 135

- 136 c. Ken Jenkins, 4062 Glenda Drive, College Park, Ga., came forward to discuss the PR
 137 Contract. The contract was about the process, and it was incomplete. We are missing a
 138 lot of opportunities. We are on the break of having Airport City come to be, and we need

139 to take that into consideration. The process has a lot of ambiguity to it. The bids were
 140 incomplete. The others were too high or too low. We need to reevaluate the process.
 141 Thank you.

142
 143 d. Mr. Walker, 2001 Mercer Avenue, College Park, Ga., came forward to recognize Mrs.
 144 Dent's 80th birthday. Mrs. Dent has been bringing prayers to this Council for 30 years,
 145 and I would like to bring that to your attention.

146
 147 e. Jamelle McKenzie, 2447 Odell Way, College Park, Ga., came forward and said Dr.
 148 Williams conducted our first workshop for the year. We were able to have the workshop
 149 at Club E, and we will be streaming it on Facebook Live. Thank you, Mayor & Council,
 150 for your support. Councilman Taylor is also working with Ignite to provide tickets for 50
 151 people in Ward 2.

152
 153 6. Other Business.

154
 155 A. Consideration of and action on a request for approval from the Resurrection House for All
 156 Nations to conduct an Easter parade/motorcade through downtown College Park via Main
 157 Street. The event is scheduled for Sunday, April 12, 2020 and will pass through College
 158 Park at approximately 1:00 pm.

159
 160 Councilman Clay said we have done this every year. It has always turned out well, as far as
 161 I know. There was one issue between the time schedule for the meeting and what was in the
 162 request for the meeting. I assume you worked the time out.

163
 164 **ACTION:** Councilman Clay moved to approve a request from City Manager Terrence R.
 165 Moore for the Resurrection House for All Nations to conduct an Easter
 166 parade/motorcade through downtown College Park via Main Street, seconded by
 167 Councilman Allen and motion carried. (All Voted Yes).

168
 169 B. Update on the Advanced Metering Infrastructure (AMI), billing interface, and other related
 170 software.

171
 172 Director of Power Hugh Richardson came forward to give a power point presentation update
 173 on the AMI System.

174
 175 Mayor Motley Broom asked, are there any questions?

176
 177 Councilman Clay said no. I am happy with the progress.

178
 179 C. Discussion and update on recently adopted ordinances and resolutions.

180
 181 There was no discussion on the recently adopted ordinances and resolutions.

182
 183 D. Mayor's Planning Commission Appointee.

184

185 Mayor Motley Broom said I appoint Patricia Zachary to Planning Commission.
186

187 **ACTION:** Councilman Clay moved to approve the Mayor's Planning Commission Appointee
188 Patricia Zachary, seconded by Councilman Allen and motion carried. (All Voted
189 Yes).
190

191 7. Public Hearings.
192

193 A. Public Hearing to consider a Conditional Use Permit at 3891 Main Street, College Park,
194 Georgia 30337 to allow for a car rental facility in the TOD - Transit Oriented District. The
195 Planning Commission heard this case at the January 27, 2020 meeting and recommended
196 approval with conditions.
197

198 City Planner Michelle Alexander came forward to present the item. They will be closing their
199 other location and consolidating their operations. The applicant has agreed to a series of
200 conditions, one of which we finalized just earlier this week regarding signage. We
201 recommend it could be appropriate even though it is the beginning of your TOD District. This
202 would include screens, landscaping, and a gateway sign on the property, and to contribute
203 towards the cost of that for an amount not to exceed \$3,500.00. Staff recommends approval
204 of the Conditional Use Permit.
205

206 Mayor Motley Broom declared the public hearing open.
207

208 Mayor Motley Broom asked if there was anyone from the public would like to comment for
209 or against the Conditional Use Permit at 3891 Main Street.
210

211 Merri Sheffield, 3366 College Street, College Park, Ga., came forward and said she
212 remembers the conversation about this piece of property. One of the things that concerns me
213 is I don't want the first building that a person sees to be an empty building just sitting there.
214 Are they going to do something with the building that they are currently in?
215

216 Councilman Clay said they are not going to be in that building as I understand it.
217

218 Ms. Sheffield said I have concern about making sure that we don't cut off our nose to spite
219 our face. And I have concerns about our first building being a basic car lot, and we know
220 what the front of that building has looked like. Thank you very much.
221

222 Male Speaker with Enterprise came forward and said we are trying to close down our current
223 operation directly next-door. We have been a business partner to the City for 17 years. We
224 also own the property directly behind the property. That is all I have. Any questions?
225

226 Councilman Clay said I had some concerns about moving a rental car facility further into the
227 city. We had the Planning Commission look at this, and I think you have a number of
228 conditions Michelle that you guys are required to meet if we do this. And the commentary I
229 had heard was that they would make the lot look pretty good, and I think the Planning
230 Commission thought that; is that correct?

231
232 City Planner Michelle Alexander said yes.

233
234 Councilman Clay said if we approve this, we are going to insist that you abide by those
235 conditions.

236
237 Councilman Gay asked, what will the zoning be for the current facility when they move? Can
238 we prevent it from being another parking facility?

239
240 City Planner Michelle Alexander said DC is the Zoning District. My recollection is that it
241 would only be grandfathered because of its current use, but the auto rental is not allowed.

242
243 Councilman Clay said the bottom line is the operation that they would be vacating would not
244 be zoned to have another rental car facility there; and therefore, it would require permission
245 of the Council to do it, which would be fairly unlikely.

246
247 Mayor Motley Broom reading from the ordinance. Car rental is not one of them.

248
249 Ms. Blackstone came forward and asked, we are talking about the property where there is
250 Enterprise on Oxford Avenue, correct?

251
252 Mayor Motley Broom said correct.

253
254 **(Councilman Taylor briefly stepped out of council chambers)**

255
256 Ms. Blackstone said having served on another zoning commission, we have through zoning,
257 the right to tell them how we want it to look. And if that is the case, I don't have any problem
258 with it. Right now it is an eyesore. The Enterprise is squeezed into a spot. What is the
259 building behind used for? Is that going to be part of it?

260
261 Councilman Clay said the property behind where the new rental car facility would be on the
262 north side of Oxford, and as I understand, Enterprise owns that property, and they do work on
263 the cars in that facility; is that not correct?

264
265 Ms. Blackstone said as long as you can't see it. What will happen to the spot that Enterprise
266 is vacating?

267
268 Councilman Clay said that is something Enterprise can't do anything about.

269
270 Mayor Motley Broom declared the public hearing closed.

271
272 **ACTION:** Councilman Clay moved to approve a request from City Planner Michelle Alexander
273 for a Conditional Use Permit at 3891 Main Street, College Park, Georgia 30337 to
274 allow for a car rental facility in the Transit Oriented District (TOD), with the
275 following 7 conditions: (1) The granting of this CUP results in the closure of the
276 rental car facility at 3907 Main Street with all operations moving to the subject

277 property location; (2) Current screening along property lines is maintained and the
 278 chain link fence facing Main Street is replaced with a solid, decorative fence or gates,
 279 which visually shield car storage and operations on rear property from Main Street;
 280 (3) The applicant provides a “gateway sign” for entrance to College Park. The size
 281 and location will be mutually agreed upon but is not to constitute an excessive
 282 imposition in the yard; (4) Street trees are provided along the Main Street property
 283 line according to Design Standards for Downtown College Park; (5) Decorative
 284 pavers similar to others in the Downtown Commercial area are added along the
 285 border of the Main Street sidewalk; (6) The site is updated prior to operations and
 286 maintained in accordance with the TOD District Design Standards Section 3.52 E.
 287 Screening and D. Landscaping on Off-Street Parking Lots; (7) A landscape plan
 288 integrating all conditions must be submitted for approval by the City Engineer,
 289 seconded by Councilman Allen. Councilman Clay voted yes. Councilman Allen
 290 voted yes. Councilman Gay abstained. Councilman Taylor not present for the vote.
 291 Motion carried.

292
 293 8. Bids, Change Order Requests And Contracts.

294
 295 A. Consideration of and action on a request for approval to purchase a 2020 Peterson TL-3
 296 Grapple Truck under a five-year lease purchase agreement. This is a replacement vehicle
 297 for a damaged 2007 Grapple Truck.

298
 299 Director of Public Works Mike Mason came forward to explain the request.

300
 301 **ACTION:** Councilman Clay moved to approve a request from Director of Public Works Mike
 302 Mason to purchase a 2020 Peterson TL-3 Grapple Truck under a five-year lease
 303 purchase agreement, seconded by Councilman Allen and motion carried. (All Voted
 304 Yes). Councilman Taylor not present for the vote.

305
 306 B. Consideration of and action on a request for approval to update the Water Distribution
 307 System Hydraulic Modeling and Evaluation Study that was completed in 2007.

308
 309 Director of Public Works Mike Mason came forward to explain the request. This is a good
 310 time to update the study that is before you tonight.

311
 312 **(Councilman Taylor returned to council chambers)**

313
 314 Councilman Clay said the timing is perfect. We have a later item on the agenda in Airport
 315 City to authorize task work on a couple of the districts, and that needs to consider water
 316 distribution. It needs to cover Airport City as well.

317
 318 Councilman Gay asked, was this budgeted?

319
 320 Mayor Motley Broom said yes.

321
 322 Councilman Gay asked, are we approving the vendor, or to put it out to bid?

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Director of Public Works Mike Mason said the vendor is Kimley-Horn.

ACTION: Councilman Clay moved to approve a request from Director of Public Works Mike Mason to update the Water Distribution System Hydraulic Modeling and Evaluation Study that was completed in 2007, seconded by Councilman Taylor and motion carried. (All Voted Yes).

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.

Director of Economic Development Artie Jones came forward to present the item. Four bids came back. We are recommending Croy Engineering for the bid. The only difference between this bid and the lowest bid is this bid provided a lot more detail. Any questions?

Councilman Gay asked, at the completion of this study, will they make a recommendation? Should we allow traffic to the new Atlanta Parking Deck?

Director of Economic Development Artie Jones said yes, sir.

Councilman Gay asked, and will the study look at Camp Creek on how you get to that parking deck?

Director of Economic Development Artie Jones said there are about 15 or 16 intersections.

Councilman Gay asked, and that will be part of the study?

Director of Economic Development Artie Jones said yes.

ACTION: Councilman Gay moved to approve a request from Director of Economic Development Artie Jones, III to select 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, seconded by Councilman Clay and motion carried. (All Voted Yes).

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.

Director of Economic Development Artie Jones came forward to explain the request. The first district meeting is for March 19, 2020. The recommendation is to move forward with the last 2 district plans with the Airport City and those areas are the incremental development district and office district.

Councilman Gay asked, how do these studies differ from the study that we just had done?

369 Director of Economic Development Artie Jones said it is a \$35,000.00 overview to look at the
 370 overall development. The district plan is a block by block plan that identifies. It coordinates
 371 the development opportunities for greenspace, trails, and multi-modal connectivity. It
 372 develops the scope of infrastructure needs to maximize land value, among others, and this
 373 information is submitted to the City and Planning Commission for approval.

374
 375 Councilman Gay asked, what role does The Collaborative Firm provide? On packet page 146,
 376 who is that, and what do they provide?

377
 378 Director of Economic Development Artie Jones said they provide cost estimates.

379
 380 Councilman Clay said there are additional conditions. The first item is \$62,437.00 for East
 381 West District Plans; and \$57,744.00 for the North South District Plans. The second set of
 382 things is \$701,412.00. They saw the response we received from the Sizemore Group. There
 383 are some things listed in this list that should be done as soon as possible, and should be done
 384 concurrently with the other planning that is going to go on. You need to know where the fiber
 385 is going. So, while I am in favor of approving these tasks, 1 and 4, I am thinking about, well,
 386 is there another shoe that is going to drop. If there is another shoe, I would like to know what
 387 it is, how big it is, and when it is going to drop.

388
 389 Director of Economic Development Artie Jones said those items are needed. I would like to
 390 wrap all the soft costs into the hard cost. Ed Wall said it is better if we include those items
 391 when we are looking at the overall design, engineering, and development of the two major
 392 roadways, rather than using a lot of our General Fund revenue for those particular funds.

393
 394 Councilman Clay said the point is the items would come out of the General Fund and the other
 395 items would not. That is all I need to know.

396
 397 **ACTION:** Councilman Gay moved to approve a request from Director of Economic
 398 Development Artie Jones, III for an agreement between the City of College Park and
 399 the Sizemore Group to complete district plans Task #4 and #7 of the Airport City
 400 Master Plan, seconded by Councilman Clay and motion carried. (All Voted Yes).

401
 402 E. Consideration of and action on a request for authorization of the payment of an inmate
 403 emergency healthcare invoice.

404
 405 **ACTION:** Councilman Gay moved to approve a request from Chief of Police Ferman Williford
 406 for payment of an inmate emergency healthcare invoice, seconded by Councilman
 407 Clay and motion carried. (All Voted Yes).

408
 409 9. Unfinished (Old) Business.

410
 411 A. Consideration of and action on a Conditional Use Permit at 3950 Conley Street, College
 412 Park, Georgia 30337 to allow for a car sharing operation in the C2 - Community Business
 413 District.

414

415 **ACTION:** Councilman Clay moved to deny consideration on a request from City Planner
 416 Michelle Alexander on a Conditional Use Permit at 3950 Conley Street, College
 417 Park, Georgia 30337 to allow a car sharing operation in the C2-Community Business
 418 District, seconded by Councilman Allen and motion carried. (All Voted Yes).
 419

420 B. Consideration of a Travel Policy governing the use of elected official and City employee
 421 travel budgets.
 422

423 Mayor Motley Broom said the purpose of this item is it would apply to Mayor, Council, and
 424 Board Members.
 425

426 Director of Finance & Accounting Althea Philord-Bradley came forward and said correct.
 427 There are several updates that need to be made and pointed out where we discussed the
 428 examples of per diem. The last 2 should say, the last day travel is completed, packet page 174
 429 under "Examples".
 430

431 Councilman Clay said that would make it perfectly clear for all the admins that fill out these
 432 things. Examples below.
 433

- 434 1. Breakfast excluded on first example.
- 435 2. Breakfast and lunch excluded.
- 436 3. Lunch and dinner excluded.
- 437 4. And lastly, the only thing excluded would be dinner.
 438

439 Mayor Motley Broom said I think that is pretty clear.
 440

441 Councilman Clay said on that same page, right above "Unallowable Expenses" (reading), after
 442 official city business, but should be less if personal travel is interspersed. And then I would
 443 just list the things that are excluded. It should say it is not all inclusive.
 444

445 Councilman Clay said on packet page 171, I had a problem with the last bullet and the last
 446 sentence in the middle of the page (reading).
 447

448 Councilman Clay said on packet page 173, per diem, I would suggest that we change it to say,
 449 "travel expense to and from the point of lodging; business travel within the destination, and
 450 lodging expense." And at the very end (reading), my only question is: A person comes to
 451 work and says, I carried by expense account over, and I shouldn't have, and here is the money.
 452 How do you reverse that?
 453

454 Director of Finance & Accounting Althea Philord-Bradley said you don't reverse it.
 455

456 Councilman Clay said even though they paid their expenses, they are going to get taxed for it.
 457

458 Mayor Motley Broom said there should be a formal communication with that person.
 459

460 Director of Finance & Accounting Althea Philord-Bradley said we will send out an email city-
461 wide.

462
463 Councilman Clay said on packet page 169, the matrix, all other employees (reading). I don't
464 understand why the City Manager is authorizing it twice. Same thing for the board members.

465
466 Mayor Motley Broom said I think the matrix was taken from the City of Atlanta. The
467 department directors should be City Manager for both. And for City Manager, it should be
468 Mayor & Council.

469
470 **ACTION:** Councilman Clay moved to approve a Travel Policy governing the use of elected
471 official and City employee travel budgets, with changes, seconded by Councilman
472 Taylor and motion carried. (All Voted Yes).

473
474 C. Consideration of and action on a request to reduce the speed limit on Herschel Road and
475 install speed reduction devices.

476
477 Police Chief Ferman Williford came forward to explain the request. Mr. McPherson is here
478 to answer any questions.

479
480 Mr. Rob McPherson came forward and said from the plain profile sheet, we used current GIS
481 Mapping. There are some restrictions to how close they can be from traffic intersections. We
482 can put up to 13 speed tables on this road between Roosevelt Highway on the south end all
483 the way up to Washington Road on the north end.

484
485 Councilman Clay said and that is counted by the black dots.

486
487 Mr. McPherson said the black dots indicate speed limit signs.

488
489 Councilman Clay asked, are the vertical lines where you can put the speed tables?

490
491 Mr. McPherson said yes.

492
493 Councilman Clay asked, what are the yellow push pins on the map?

494
495 Mr. McPherson said that is where the grade starts to exceed the 8 percent.

496
497 Mayor Motley Broom asked, is it your recommendation to add all of these?

498
499 Mr. McPherson said I'm not recommending; I'm just telling you where they can go. The cost
500 is \$15,000.00 to \$18,000.00 each.

501
502 Councilman Clay said I thought the 4 push pins were where you are going to put the speed
503 tables. And I was saying, why does the estimate say we are only going to put in 3? That
504 answers that question. And Chief, where are the 3 on the map that we are going to put in?
505

506 Police Chief Ferman Williford said we will put 2 or 3 off of Washington Road. Two would
507 be adequate, and then down toward Skyline close to Wally Park.

508
509 Mayor Motley Broom asked, do we have a sense about where people pick up speed on
510 Herschel?

511
512 Police Chief Ferman Williford said on the south side. It is pretty much the entire road.

513
514 Councilman Gay said most of the accidents is at Skyline and Old National. Two speed tables
515 will slow the speeding down.

516
517 Mayor Motley Broom agreed.

518
519 Councilman Clay said I'm thinking on either side of those big dips, so that at least when you
520 go into the dip, you are not going in like a bat, and when you come out and get to the top of
521 that hill, you better be going slowly.

522
523 Councilman Gay asked, can we start off with 6, and see how it works?

524
525 Mr. McPherson said yes.

526
527 Councilman Clay asked, will there be enough room for emergency vehicles like there is for
528 the rubber speed cushions we have been putting in?

529
530 Police Chief Ferman Williford said we can design them for that.

531
532 Councilman Clay said they cost \$2,000.00 a piece.

533
534 Police Chief Ferman Williford said the cost is \$2,500.00.

535
536 Councilman Clay said you can move the rubber cushions. Why not start out with the rubber
537 cushions, and once we get the right locations, we will go ahead and replace them with
538 asphalt?

539
540 Mayor Motley Broom said the placement is based upon collaboration of the Police
541 Department and Prime Engineering, correct?

542
543 Police Chief Ferman Williford said correct.

544
545 Mayor Motley Broom said and reduce the speed limit from 35 mph to 25 mph.

546
547 Police Chief Ferman Williford said correct.

548
549 **ACTION:** Councilman Clay moved to approve the request from Chief of Police Ferman
550 Williford to reduce the speed limit on Herschel Road and install 6 speed humps, with
551 the proviso that rubber cushions are placed on a temporary basis and asphalt speed

552 humps are placed on a permanent basis, seconded by Councilman Gay and motion
553 carried. (All Voted Yes).

554

555 D. Clarification Regarding the Mayor's HOPE Scholarship Program.

556

557 This item was removed from the agenda.

558

559 10. New Business.

560

561 A. Consideration of and action on a request regarding the deployment of Red Speed School
562 Zone Cameras for speed enforcement in school zones.

563

564 Police Chief Ferman Williford came forward to explain the request.

565

566 Councilman Clay said on packet page 213, Item J (reading), what is our procedure for doing
567 that?

568

569 Police Chief Ferman Williford said it is to collaborate with Red Speed and confirm the
570 violation. They do the fees and fines. There are no points to the driver's license. However,
571 as I read the Code Section, if someone fails to pay those citations, their registration can be
572 frozen, until they pay those citations.

573

574 Councilman Clay asked, if something goes wrong, how do we get ahead of it and make sure
575 that we have a good procedure for doing that? Is there a communication link? A response?

576

577 Male Speaker came forward and said there is a signed affidavit that they sign before the Police
578 Chief and Judge, and that is communicated to us, and we then take care of that by mail or
579 email.

580

581 Councilman Clay asked, do you respond back to the Police Department that yes, I received
582 that affidavit and sent the email that takes care of it, or is it just open-ended?

583

584 Male Speaker said we do respond back.

585

586 Councilman Clay reading at the bottom of the page.

587

588 Police Chief Ferman Williford said that is a disclaimer from the website. We are agreeing to
589 accept the Code Section as it is written.

590

591 Councilman Clay asked, is that in the contract that we are going to sign?

592

593 Police Chief Ferman Williford said yes, sir.

594

595 Councilman Clay said on packet page 218, Item 5 (reading), this is not a 30-day notice. If
596 everybody is good with 60 days, I'm okay with it.

597

598 Councilman Clay said on packet page 219, Item 6, down 6 lines (reading), I would rather it
599 be business days or calendar day. What would you consider, City Manager, to be more
600 reasonable? 10 business days?

601 City Manager Terrence Moore said I believe it would.

602

603 Councilman Clay asked, can we change it to 10 business days?

604

605 Male Speaker said I will refer to my boss.

606

607 Councilman Gay said I have a couple of concerns. I have a problem with speed detectors.
608 They became such a problem in the City of Atlanta. It is too excessive. I'm not ready to start
609 sending people to court for speeding. Main Street asked us for a few speed breakers and a
610 little more police presence. Personally, I'm not one for being so punitive when it comes to
611 violations.

612

613 Councilman Gay said I think I saw somewhere where you are also going to be able to look at
614 a lot of other stuff. It is going to create some other issues.

615

616 Police Chief Ferman Williford said we are not going to look for other infractions, unless there
617 is a criminal investigation involved.

618

619 Councilman Gay said I don't want to profile Lakeshore Drive. I want to try it at your school
620 and see how it works. These are not random people. These are moms and dads. And I don't
621 think we should pay this much money for it.

622

623 Councilman Clay said I do want them around College Park Elementary. So, if we have to
624 take a vote, then we need to take a vote. Once you send people to court once, the intent is to
625 deter them from speeding. As far as the license plate readers, the extra 2 percent fee for having
626 the license reader, what do you get for it? And if we don't get that much for it, take it out.
627 Do we have the latitude for like, say, the first month to give them a warning? And you guys
628 have to weigh in on this.

629

630 Male Speaker said the law says we have to give a 30-day warning.

631

632 Councilman Gay said nobody is enforcing tractor-trailers. Those can be a \$1,000.00 ticket.
633 Nobody is on Camp Creek enforcing all that speeding.

634

635 Police Chief Ferman Williford said yes, they are.

636

637 Mayor Motley Broom said let's divide it out. Let's take 2 votes on it. Do we have a motion
638 to approve the Red Speed School Zone at College Park Elementary?

639

640 Councilman Taylor said we don't need to divide. We can't split it.

641

642 **ACTION:** Councilman Clay moved to approve a request from Chief of Police Ferman Williford
643 regarding the deployment of Red Speed School Zone Cameras for speed enforcement

644 in school zones, with the proviso to begin near College Park Elementary, seconded
 645 by Councilman Allen. Councilman Clay voted yes. Councilman Allen voted yes.
 646 Councilmen Gay and Taylor abstained. Motion carried.

647 Mayor Motley Brook asked, is there a motion for Red Speed Zone at Lakeshore Drive?
 648

649 Councilman Allen asked, can you send us a report?
 650

651 Male Speaker said yes.
 652

653 Councilman Allen asked, and if we decide to move that to another 30 days, you can move it
 654 to 60 days, or give tickets after 30 days?
 655

656 Male Speaker said we have to give a 30-day warning period.
 657

658 Councilman Clay said what bothers me is we are not using these on Camp Creek because we
 659 can't use them on Camp Creek. We are using them on school zones because we don't want
 660 young kids to get hit. I'm sorry if parents are inconvenienced.
 661

662 Councilman Gay said the school asked me to advocate for speed breakers and more police
 663 officers and education. I don't like you getting all these people in court for anything other
 664 than. What if somebody else is driving somebody's car? There are other ways to educate
 665 these drivers.
 666

667 **ACTION:** Councilman Gay moved to approve to monitor the progress of the Red Speed School
 668 Zone Cameras near College Park Elementary, and if contented, move forward with
 669 the installation on Lakeshore Drive, seconded by Councilman Taylor. Councilman
 670 Gay voted yes. Councilman Taylor voted yes. Councilman Clay abstained.
 671 Councilman Allen voted no. Motion carried.
 672

673 11. City Attorney's Report. None.
 674

675 12. City Manager's Report.
 676

677 A. Discussion and update on top ten delinquent property taxpayers.
 678

679 Councilman Clay said I have nothing on taxes.
 680

681 Councilman Gay said on the first 3, the intent is to file a lien. The first bunch says they expect
 682 to have a closing next week. The lien goes before they close to protect our interest, correct?
 683

684 Director of Finance & Accounting Althea Philord-Bradley came forward and said no. The
 685 tax files with the property, so they would still be liable for the past due taxes.
 686

687 Councilman Gay asked, so they just need 15 more days?
 688

689 Director of Finance & Accounting Althea Philord-Bradley said it was mailed on 2/20.

690
691 Councilman Gay asked, are you going to file it before we have the next council meeting?
692

693 Director of Finance & Accounting Althea Philord-Bradley said we have to give it 30 days,
694 and then we can file the lien.
695

696 Councilman Gay said for Virtual Citadel you have intent to lien and Chapter 7 bankruptcy.
697 Can you explain the difference in protecting the City?
698

699 Director of Finance & Accounting Althea Philord-Bradley said I think they filed bankruptcy.
700 There is an agreement that the new owners would be liable for the electric bill.
701

702 Councilman Gay said but when you file bankruptcy, the trustee has to approve all debt.
703

704 Councilman Clay said that the new owners are going to assume that debt. That's why we
705 wanted to get the new owners on board so quickly.
706

707 B. Discussion and update on top ten delinquent utility customer accounts.
708

709 There was no discussion on the top ten delinquent utility customer accounts.
710

711 13. Report Of Mayor And Council.
712

713 Councilman Gay – said at the Technology Fair there was a vendor who was showing cameras.
714 I noticed that some of the cameras are so accurate as to see some residents in their private
715 space, like their doors. Are we invading someone's privacy? I would like for us to take a
716 look at that, please.
717

718 Councilman Clay said we don't have those type of cameras in our system.
719

720 Mayor Motley Broom said some of the cameras are pointing at people's houses.
721

722 Councilman Gay said I was able to look in the doors of people at the Housing Authority.
723

724 Chief Information Officer Michael Hicks came forward and said we don't point the cameras
725 to anybody's residence intentionally.
726

727 ***Councilman Gay directed staff to look at the position of the cameras.***
728

729 Councilman Allen – said Chief, thank you and your people for coming to The Pad the other
730 night. The residents really appreciated that.
731

732 Councilman Allen said to Merri Sheffield, you stay on top of the Census better than anyone,
733 and the meeting was fantastic.
734

735 Councilman Allen said Ignite has a good program. Ms. Swanson had a career development
736 workshop at Ignite. I just wanted to mention that and thank everybody for what they do. It's
737 just a great thing.
738

739 Councilman Taylor – said I have nothing to report.
740

741 Councilman Clay – said Mike, branches and leaves are not getting picked up frequently. Do
742 we know when they come by? Can we let people know?
743

744 Director of Public Work Mike Mason said yes.
745

746 Councilman Clay said we need to get to some reasonable frequency in the schedule.
747

748 Councilman Clay said on February 4, 2020 we had an acoustic engineer come to the Arena to
749 measure the sound level. I also went to the Arena to measure the sound level from my
750 equipment which is not calibrated as accurately, but it is pretty good. I commented to
751 Mercedes in the report that they originally wrote, and they just put out a report a couple of
752 days ago that was in the City Manager's report. I commented on that over the weekend.
753

754 There is one discrepancy that was filed, and that says the sound measurements were taken
755 between 10:00 and 11:00. I met the engineer at 11:00 with Mercedes, and I didn't realize he
756 was taking sound measurement readings the full hour before I got there. Either the time was
757 wrong, or he was picking and choosing what measurements to use in the report.
758

759 What I observed was the Arena was relatively quiet, except for the noise generated on the first
760 level, and that was generated by the equipment. It was very quiet, in general. I have 2
761 suggestions. One is, if we want to go forward and have quiet events there, that we buy
762 blackout curtains that we can put in the open overlook areas, and they would also serve as
763 noise insulation.
764

765 The second thing is the noise that I heard and that I recorded, it drove the noise level from
766 around 55dB to up around 70dB, which is a plane flyover. It sounds like it is coming from the
767 ductwork. I believe the ventilation fans are contributing to the noise getting in. I suggested
768 to Mercedes that we look at some form of insulation around that ductwork. That's my
769 recommendation to Council.
770

771 Mayor Motley Broom asked, do we have any requirements set right now?
772

773 Councilman Clay said for the future, we should look into what it would take to do it.
774

775 Mayor Motley Boom – said I want to thank Michelle Johnson for assuming the role in the
776 Recreation & Cultural Arts Department, and for the roses. I appreciate the invitation. There
777 are a lot of great things going on in our city, and I am very excited to be a part of all of it.
778

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

782
783 Mayor Motley Broom declared the regular session recessed at 9:55 p.m.

784
785 14. Executive Session.

786
787 Executive Session adjourned at 9:58 p.m. and Regular Session reconvened at 9:59 p.m.

788
789 15. Approval of Executive Session Minutes.

790
791 **ACTION:** Councilman Clay moved to approve Executive Session Minutes dated March 2,
792 2020, as presented, seconded by Councilman Taylor and motion carried. (All Voted
793 Yes).

794
795 16. Adjournment.

796
797 Mayor Motley Broom adjourned the Regular Session at () p.m.

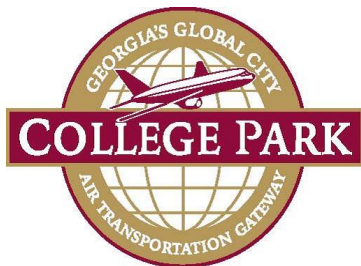
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CITY OF COLLEGE PARK

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: 7984

DATE: March 12, 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 March 2, 2020

See attached Workshop Session Minutes dated March 2, 2020.

Thank you.

ATTACHMENTS:

- WSS030220-FINAL (DOCX)

Review:

- Shavala Moore Completed 03/11/2020 7:03 PM
- Rosyline Robinson Completed 03/12/2020 8:55 AM
- Terrence R. Moore Completed 03/12/2020 9:47 AM
- Mayor & City Council Pending 03/16/2020 7:30 PM

1 CITY OF COLLEGE PARK
 2 MAYOR AND CITY COUNCIL
 3 WORKSHOP SESSION
 4 MARCH 2, 2020

5
 6 **MINUTES**
 7

8 Present: Mayor Bianca Motley Broom; Councilmen Ambrose Clay, Derrick Taylor,
 9 Ken Allen, and Roderick Gay; City Manager Terrence Moore; City Clerk
 10 Shavala Moore; City Attorney Danielle Matricardi.

11
 12 Absent: Winston Denmark
 13

14 Mayor Motley Broom called the workshop session to order at 5:00 p.m.
 15

16 **ACTION:** Councilman Clay moved to take up executive session to discuss personnel,
 17 pending litigation, and the potential purchase of real estate, seconded by
 18 Councilman Allen and motion carried. (All Voted Yes).
 19

20 Mayor & Council entered into executive session at 5:02 p.m.
 21

22 The workshop session reconvened at 6:00 p.m.
 23

24 **1. Direction Regarding forensic Financial and Accounting Assessment and Review**
 25 **Processes.**
 26

27 City Manager Terrence Moore said we were given previous direction to proceed with a
 28 forensic and accounting process for the organization. We will be in a position to engage a
 29 selection process to garner the interest of audit and accounting firms to assist the City of
 30 College Park with this process. I have asked Althea and Willis Moody to be here to answer
 31 any questions you may have. It may take a number of weeks to participate, based on the
 32 direction that you have offered this evening, and we will release and go to work from there.
 33

34 Mayor Motley Broom said I am interested in your recommendation with regard to the
 35 scope.
 36

37 Director of Finance & Accounting Althea Philord-Bradley said we want to determine what
 38 areas did you want us to focus on, because if we just say a forensic audit, you have to have
 39 a specific purpose in mind. With forensic audits they are looking for some type of financial
 40 crime. They are going to ask me for my recommendation. I think we should start off with
 41 purchasing that will cover contracts, RFP's, vendors, things of that nature.
 42

43 Councilman Clay said it seems to me that there are 3 different dimensions to this. One is
 44 the scope in the size of the breath of the organization. Another is the depth that you go into
 45 with a specific organization. And the third thing is the kinds of things that you are looking
 46 for.

47

48 Councilman Clay further said now what we found in this so far is that it had to do with
49 potentially comingling of funds, mishandling of funds, et cetera, et cetera. It strikes me
50 that the first areas in the city that we would look for would be areas that we would have
51 interface with the public, which, of course, recreation is one of them. We would like to get
52 the forensic audit done to allay our concerns and allay the public's concerns.

53

54 Director of Finance & Accounting Althea Philord-Bradley said purchasing is pretty much
55 every department. Starting there would be a good place to start.

56

57 Councilman Clay said and reimbursement where you are trying to reimburse an employee
58 for expenses that they have incurred, or a citizen's expense that they have incurred.

59

60 Councilman Gay said I spoke with the firm we hired to consult when you were hired, and
61 they made a few recommendations. Mauldin & Jenkins did our audit for several years, and
62 they came up with recommendations. Somewhere in those recommendations there may be
63 some direction on; but more importantly he said that we should wait until after the GBI
64 criminal investigation is done because that gives us more things to identify, and they have
65 auditors as well. And he said when we do our annual audit for June, the forensic audit can
66 be part of our annual audit. Maybe you pick the new auditors and they look at the forensic
67 details over and beyond what we do.

68

69 Councilman Clay said the concern I have Roderick is the forensic audit should be done by
70 somebody different than Mauldin & Jenkins.

71

72 Councilman Gay said that's my point. Hire a new annual auditor and they provide the
73 forensic additional services. And these are people that do forensic audits as part of their
74 audit as well, and then the GBI can look for financial crimes. It will give us better direction
75 when they start.

76

77 Councilman Allen asked, do we get the forensic audit report from the GBI at the end?

78

79 Mayor Motley Broom said I don't think the GBI gives us direction on anything. If we
80 employ someone to start the forensic audit, and we find something else, then we could
81 forward that to authorities, if necessary. If we were to employ a firm for the forensic audit,
82 that would not interfere with the investigation, if there is one. I agree with Councilman
83 Clay that we need to do this expeditiously. I do think it should be somebody other than
84 Mauldin & Jenkins to have fresh eyes on it.

85

86 Councilman Gay said I spoke with a CPA firm who already has knowledge of our books.
87 So these are the experts that we have given close to \$1 million to.

88

89 Director of Finance & Accounting Althea Philord-Bradley said Banks, Finley, White &
90 Company, yes.

91 Councilman Gay asked, when does the annual audit start?

92

93 City Manager Terrence Moore said summer to fall.
94
95 Councilman Gay said what I don't want to do is for us to give the impression that this
96 whole thing is about corruption and financial fraud and all that. For me, if the crime
97 occurred it is not going anywhere. It may have been an isolated incident. Just let the new
98 auditor do the forensic audit, and let the GBI do their job, and let us keep going.
99
100 Councilman Clay said I question whether we should be using anybody that we have used
101 before.
102
103 Councilman Gay said whoever does our upcoming audit should not be Mauldin & Jenkins.
104
105 Mayor Motley Broom said we need to keep in mind that, if what we have practiced right
106 now is short of best practices, then we need to find those as soon as possible.
107
108 Councilman Allen said and I think we need to do it now.
109
110 Mayor Motley Broom said, and we don't need to wait until the start of summer. The
111 information that we have forwarded to law enforcement is not comprehensive enough.
112
113 Councilman Gay said but what you are saying is the forensic audit is looking for financial
114 crime. Best practices are not crime. It is in the direction of Mauldin & Jenkins from the
115 past 7 years. The GBI is already looking for crime.
116
117 Mayor Motley Broom said they are tasked in a certain area.
118
119 Director of Finance & Accounting Althea Philord-Bradley said the two audits have to be
120 separate.
121
122 Councilman Gay said I'm not going to vote for it. I will help you with the department's
123 audit.
124
125 Director of Finance & Accounting Althea Philord-Bradley said there is a time issue of
126 December 31, 2020.
127
128 Councilman Allen said a forensic audit takes a long time. I hear what you are saying
129 Councilman Gay, but we need to look and see what is going on, and we need to give you
130 (Althea) direction to where you can tell them, let's start here and let's move on from there.
131
132 Councilman Clay said we want to get to the bottom of it as quickly as possible. And
133 furthermore, I'd like to eliminate the uncertainty in the community's minds as soon as
134 possible. And I think that does what Councilman Gay wants to do. We want this to not
135 reflect negatively on the City for a considerable time.
136
137 Councilman Allen said Althea needs some direction as far as where to start.
138

139 Councilman Clay asked, can we start an audit sooner than we normally would.
140
141 Director of Finance & Accounting Althea Philord-Bradley said absolutely.
142
143 Councilman Clay said we have had findings from Mauldin & Jenkins 2 or 3 years in a row
144 now. I can remember the issue over in the warehouse in Power. We have the report, and
145 we can just give them the information.
146
147 Councilman Allen asked, can we set a timetable for them?
148
149 Director of Finance & Accounting Althea Philord-Bradley said it depends on what they
150 find. It can take them a little longer.
151
152 Mayor Motley Broom said we can request a status report and see where things are. Do we
153 start the forensic audit in Purchasing?
154
155 Councilman Taylor said yes.
156
157 Mayor Motley Broom asked, do we need to move this to the regular session to take a vote?
158
159 City Manager Terrence Moore said no. We will go back 10 years.
160
161 Councilman Clay asked, would Purchasing include buying provisions for a road trip, for
162 example?
163
164 Director of Finance & Accounting Althea Philord-Bradley said no. It is to look at contracts
165 and expenses related to those contracts and how they are awarded. It will touch on the
166 expense side as well.
167
168 Councilman Gay asked, why don't we look at the Finance Department, since that is where
169 the money is spent?
170
171 Director of Finance & Accounting Althea Philord-Bradley said we still need an area to start
172 with.
173
174 Councilman Gay said that is what started this whole thing.
175
176 Councilman Clay asked, where would the area be of the fact that the bank didn't report
177 accounts that were to the City that probably should have been reported to the City?
178
179 Director of Finance & Accounting Althea Philord-Bradley said that would be in Finance.
180 The Director of Finance at the time did have a list of the accounts, but I don't know what
181 happened.
182
183 Councilman Clay asked, can you audit history?
184

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

186

187 Councilman Clay asked, couldn't they look at that situation 5 years ago?

188

189 City Manager Terrence Moore said it would be 10 years in that case.

190

191 Councilman Clay asked, can we audit the provision of information to the auditors by
192 Finance?

193

194 Director of Finance & Accounting Althea Philord-Bradley said the bank sends the
195 confirmation.

196

197 Councilman Clay asked, if I were doing a forensic audit and asked the question, why did
198 that not get reported, who would I audit?

199

200 Director of Finance & Accounting Althea Philord-Bradley said the Bank versus what
201 Finance reported.

202

203 Councilman Gay asked, why don't we audit the entire Accounts Payable? I'm providing
204 you valuable information. Accounts Payable is the mechanism where all this money is
205 spent.

206

207 Director of Finance & Accounting Althea Philord-Bradley said when you do the
208 organization, it will tie back to something.

209

210 Councilman Gay said then we need to bring an auditing company in here to answer those
211 questions.

212

213 Councilman Clay said you are looking for justification for the payment.

214

215 **(Councilman Taylor briefly stepped out of council chambers)**

216

217 Councilman Gay said Accounts Payable and Purchasing are 2 departments we can start
218 with going back 10 years.

219

220 **1. Considerations regarding city-wide municipal facilities project management**
221 **contractual services.**

222

223 City Manager Terrence Moore said we have been able to finally get to a place in which we
224 can examine some different considerations in that regard. The purpose is because the City
225 owns various facilities.

226

227 **(Councilman Taylor returned to council chambers)**

228

229 City Manager said we have only received 2 responses. At this time we are not in position
230 to offer a specific recommendation, other than a recommendation of what the cost would

231 be for this particular service. It is my recommendation that we do provide the backgrounds
232 so you can see that a change in value can be benefited as a result. I am asking that we be
233 given an opportunity to accomplish that over the next few weeks.

234

235 Councilman Clay said we received a very wide range in responses from a couple of
236 candidates here, and that immediately made me wonder, well, when you get a wide range
237 like that, how good was the definition of what the job is? I get a reference in my packet
238 that says, Consult the Purchasing Department as to what was in the RFP. Well, if I am
239 going to look at this thing, I need the scope of work so I can say, well, was there ambiguity
240 in the scope of work, or was one of these guys just way overpriced? I am glad we are not
241 making a decision on this.

242

243 City Manager Terrence Moore said my interest would be to provide that information, in
244 addition to the financial summary, so you can have all the facts to make this type of
245 decision. At this point, there very well may be merit to proceed with the management firm.

246

247 Councilman Clay said we are going to have to do work on our side to figure out how much
248 it is going to cost us to do financial services management.

249

250 Councilman Allen asked, who will these people report to?

251

252 City Manager Terrence Moore said they will report to the Office of the City Manager.

253

254 Councilman Clay said it would be good to characterize the facilities and make distinctions
255 in the type of facility services and the kinds of qualifications that they should have.

256

257 City Manager Terrence Moore said that would be a part of the process as well.

258

259 Councilman Gay asked, will the FAA be a part of this scope?

260

261 City Manager Terrence Moore said we already do that with the FAA. We have to treat that
262 as a separate case.

263

264 Councilman Clay said the comments that Councilman Gay made about the FAA might
265 apply to the Police Department, so you might want to use the same firm we use for FAA
266 for the Police Department.

267

268 Mayor Motley Broom said we can continue this conversation.

269

270 **3. Considerations regarding paperless payroll administration.**

271

272 Director of Human Resources & Risk Management Chris Cook came forward and said we
273 are looking for approval to start the process for paperless payroll. I have met with a couple
274 of financial institutions to meet with our employees at some point in time. The next step
275 would be to send out letters to all the employees who do not have accounts to notify them
276 that we are moving towards paperless payroll. It will be mandatory. In addition to that

277 letter, we have the opportunity to join E Suites where the employee can print out their pay
278 stubs, request vacation time and sick time.

279
280 Mayor Motley Broom asked, what is the benefit of going towards paperless payroll?
281

282 Director of Human Resources & Risk Management Chris Cook said it saves \$2,500.00 in
283 labor and paper and mailing fees.

284
285 Councilman Allen asked, what about the fees to the employees?
286

287 Director of Human Resources & Risk Management Chris Cook said I'm not sure exactly
288 about the fees. They can get a debit card, go through SunTrust, Delta Community Credit
289 Union, or go on their own.

290
291 Councilman Allen said it saves us money, but, in turn, the employee has to pay more money
292 to get money out or whatever.

293
294 Director of Human Resources & Risk Management Chris Cook said they have to pay a fee
295 now to cash checks.

296
297 Mayor Motley Broom asked Mr. Cook, are there any thoughts with regard to payroll itself?
298 Is that still going to be a service that is offered in-house?
299

300 Director of Human Resources & Risk Management Chris Cook said yes, ma'am. During
301 the budget process, I want to introduce contracting payroll service out.

302
303 Mayor Motley Broom asked, do you have a sense of how many employees don't have bank
304 accounts?
305

306 Director of Human Resources & Risk Management Chris Cook said 50 employees.
307

308 Mayor Motley Broom asked, if that card was loaded, could they go to SunTrust and make
309 a withdrawal without a fee?
310

311 Director of Human Resources & Risk Management Chris Cook said yes.
312

313 Councilman Clay asked, so what do our employees presumably do now? Do they take the
314 check to the bank and cash it?
315

316 Director of Human Resources & Risk Management Chris Cook said we will make it
317 mandatory for all employees. We are going to help the employees obtain financial services.
318

319 Councilman Clay said I would expect the fees would be less than what they are paying
320 now.

321 Mayor Motley Broom said we need to work to provide lower cost options for those
322 employees that is less than 10 percent without accounts.

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Councilman Clay said you need to clean up that letter.

Councilman Gay asked, when does this go into effect?

Director of Human Resources & Risk Management Chris Cook said I want to do it somewhere around the last paycheck in April.

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

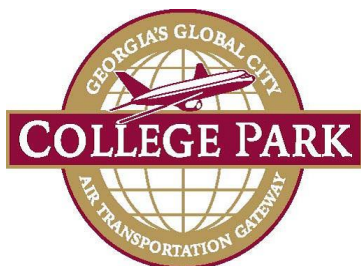
Mayor Motley Broom declared the Workshop Session adjourned at 6:48 p.m.

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: 8021

DATE: March 12, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Rosyline Robinson, Executive Assistant

RE: Proclamation Presentation - Mr. Philip G. Middleton

Plaques and Announcements

Council Meeting Date: March 16, 2020

Presented by: Mayor Bianca Motley Broom

Summary: Presentation of a proclamation recognizing one of College Park's oldest residents (103 years old), Mr. Philip G. Middleton, for his outstanding achievements and commitment exemplifying resilience and an innovative spirit.

Supporting Documents: See attached proclamation.

ATTACHMENTS:

- Philip G. Middleton Proclamation_03-16-2020 (PDF)

Review:

- | | | |
|------------------------|-----------|--------------------|
| • Rosyline Robinson | Completed | 03/12/2020 3:46 PM |
| • Rosyline Robinson | Completed | 03/12/2020 3:46 PM |
| • Terrence R. Moore | Completed | 03/12/2020 3:52 PM |
| • Mayor & City Council | Pending | 03/16/2020 7:30 PM |



City of College Park Proclamation

WHEREAS: the Mayor and City Council of the City of College Park are pleased to acknowledge and celebrate one of College Park’s oldest residents, Mr. Philip G. Middleton, for his many achievements and contributions as an African American who through his courageous actions broke barriers the in U.S. Army and in the workplace; and

WHEREAS: Mr. Middleton was born on October 13, 1916 in Orangeburg, South Carolina to Ella Govan and Samuel Edgar Middleton. Philip attended Clafin Preparatory School (Grades 1-12) then onto Claflin University studying Sociology until 1940. In 1941, Philip entered the segregated U.S. Army, serving primarily in the South Pacific rising to rank of Master Sergeant. He was honorably discharged in 1946 and went on to attend the School of Architecture at the University of Southern California (USC); and

WHEREAS: Mr. Middleton built custom homes in the Hollywood, California area working for a contractor who was so impressed with his skill level promoted him to foreman within weeks of employment in an era when African Americans were not afforded such opportunities; and

WHEREAS: Mr. Middleton was an entrepreneur co-owning a bar with the first neon sign in Orangeburg, South Carolina; formed Middleton General Contractors building homes throughout Los Angeles, California expanding into the state of Colorado. Philip worked with the Army Core of Engineers inside the North American Aerospace Defense Command (NORAD) during the time that Five-Star General Colin Powell was in charge; he has worked on numerous military construction projects in Colorado throughout his career retiring in 1988; and

WHEREAS: Mr. Middleton and his wife Vivian Emma Scott have two daughters, one son, grandchildren and great grandchildren. He lived and worked throughout the United States and South Africa settling here in Georgia and began working for Home Depot in 2004 in the construction department. Philip finally stopped working in 2012 at the age of 94 to retire once again.

NOW, THEREFORE, BE IT PROCLAIMED by the Mayor and City Council of the City of College Park that

Mr. Philip G. Middleton

be hereby recognized for his outstanding achievements and commitment exemplifying resilience and an innovative spirit.

PROCLAIMED THIS 16th DAY OF MARCH, 2020.

CITY OF COLLEGE PARK

Bianca Motley Broom

Ambrose Clay, Councilman

Derrick Taylor, Councilman

Ken Allen, Councilman

Roderick D. Gay, Councilman

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: 7985

DATE: March 12, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Mike Mason, Public Works Director

RE: Proclamation - April Clean - Up Month 2020

PROCLAMATION

WHEREAS, During the month of April, the City of College Park recognizes that illegal dumping in the City is a major problem. To help discourage illegal dumping in an effort to keep our community safe and clean, residents are allowed to dispose of many household items without having to pay the usual collection fees.

WHEREAS, College Park Department of Public Works, Sanitation Division will pick up the following items free of charge: furniture, appliances and tires. These items will be picked-up curbside during regular scheduled collection days.

WHEREAS, On April 25, 2020 during April Cleanup Month we will also conduct our annual “Household Hazardous Waste and Shred-It Day”. College Park residents will have the opportunity to properly dispose of household hazardous waste materials (i.e. paint, solvents, pesticides, personal and sensitive documents) to name a few. This will help reduce illegal dumping and assist the Sanitation Division to continue protecting the environment and community with effective solid waste practices.

NOW, THEREFORE, BE IT PROCLAIMED that the Mayor and City Council do hereby recognize and declare April 2020 as

APRIL CLEAN-UP MONTH in the City of College Park

in recognition of the need for community leaders to take the initiative in reducing illegal dumping inside the City limits and in support of the nationwide Great American Cleanup.

PROCLAIMED THIS 16th DAY OF MARCH 2020.

CITY OF COLLEGE PARK

ATTEST:

Bianca Motley Broom, Mayor

Shavala Moore, City Clerk

Ambrose Clay, Councilman

Derrick Taylor, Councilman

Ken Allen, Councilman

Roderick Gay, Councilman

ATTACHMENTS:

- Cleanup Month Proclamation 2020 (DOC)
- April Cleanup Month 2020 (PPTX)
- HHWD Flyer - 2020 City of College Park (DOC)

Review:

- Mike Mason Completed 03/12/2020 8:26 AM
- Rosyline Robinson Completed 03/12/2020 8:55 AM
- Terrence R. Moore Completed 03/12/2020 9:47 AM
- Mayor & City Council Pending 03/16/2020 7:30 PM



City of College Park Proclamation

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PROCLAIMED THIS 16th DAY OF MARCH 2020.

CITY OF COLLEGE PARK

Bianca Motley Broom

Ambrose Clay, Councilman

Derrick Taylor, Councilman

Ken Allen, Councilman

Roderick D. Gay, Councilman

ATTEST:

Shavala Moore, City Clerk



APRIL CLEANUP MONTH IN THE CITY OF COLLEGE PARK



Residents of College Park

Take this opportunity to clean out your garage, basement or closets and discard any unwanted items during this time.

Items we will pick up:

- ✓ Broken Furniture
- ✓ Yard Debris
- ✓ Small Wood Material
- ✓ Paint Cans (topped w/kitty litter or sand)
- ✓ All Appliances @ No Cost
- ✓ Sinks & Tubs
- ✓ Old Tires (up to 4)

PROSPECTS ARE LOOKING UP IN COLLEGE PARK!
TUNE IN TO YOUR LOCAL CABLE TV (CHANNEL 23) FOR: ACTIVITIES, EVENTS & GENERAL INFO.
VISIT COLLEGE PARK ON THE INTERNET AT WEB SITE [HTTP://WWW.COLLEGEPAKGA.COM](http://www.collegeparkga.com)



HOUSEHOLD HAZARDOUS WASTE DAY IN THE CITY OF COLLEGE PARK



Household Hazardous Waste Day April 25, 2020 from 9:00 am – 2:00 pm

The following items will be collected free of charge at our drop off locations.
(The drop off locations are for College Park residents with proof of residency)

1. 2233 Harvard Avenue Public Works Facility
2. Jamestown Plaza parking area next to the Charles Phillips Park

We **will** collect the following at no charge:

- Paint
- Pesticides
- Herbicides
- Chlorine
- Aerosols
- Drain Cleaner
- Fluorescent Bulbs
- Auto and Household Batteries
- Insect and Rodent Killers
- Motor Oil / Transmission Fluid, etc.
- Electronics

**It is our pleasure to serve the citizens of College Park.
If you have any questions, please call the Department of Public Works at (404) 669-3778.**



CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 8007

DATE: March 12, 2020

TO: The Honorable Mayor and Members of City Council

FROM: Terrence R. Moore, City Manager

RE: LaceUp Fitness Atlanta Final Four 5k Run

PURPOSE: Consideration of and action on a request from LaceUp Fitness, LLC for approval to host a 5k run/walk event “Atlanta Final Four 5k” on Saturday April 4, 2020 to include temporary street closures, directional signs, and banner placements. See letter dated December 17, 2019 from LaceUp Fitness President Patrick A. Jefferson requesting approval.

REASON: The race will start on Main Street (directly in front of SunTrust Bank) and finish at Barrett Park off Ruby Avenue. The event organizers were informed to contact the Department of Recreation & Cultural Arts as regards the availability of Barrett Park.

The event organizers are requesting temporary street closures, police escorts, EMT staff, directional signage and banner placements in approved locations throughout the city. Please see attached City of College Park Special Event Form, Hold Harmless Agreement and race route.

The event organizers will coordinate with the Police Department and Fire Department to pay for police/fire services to ensure the safety of participants.

RECOMMENDATION: Mayor and City Council consideration of this request.

BACKGROUND: The event was designed to coincide with the NCAA-B Final Four being held in Atlanta.

YEARS OF SERVICE: N/A.

COST TO CITY: None.

BUDGETED ITEM: N/A.

REVENUE TO CITY: Event participants and attendees tourism dollars.

CITY COUNCIL HEARING DATE: March 16, 2020

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: None.

AFFECTED AGENCIES: N/A.

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: City Code of Ordinances Sec. 12-9 (b).

REQUIRED CHANGES TO WORK PROGRAMS: None.

STAFF:

- Police Department
- Fire Department
- Public Works Department
- Power Department
- Department of Inspections
- Communications Department
- Department of Economic Development

ATTACHMENTS:

- LaceUp Fitness 5k Run-Walk (PDF)

Review:

- Terrence R. Moore Completed 03/10/2020 5:54 PM
- Rosyline Robinson Completed 03/10/2020 5:55 PM
- Ferman Williford Completed 03/12/2020 3:18 PM
- Wade Elmore Completed 03/12/2020 3:45 PM
- Mike Mason Completed 03/12/2020 9:11 AM
- Hugh Richardson Completed 03/12/2020 10:44 AM
- Oscar Hudson Completed 03/11/2020 9:34 AM
- Gerald Walker Completed 03/12/2020 9:10 AM
- Artie Jones Completed 03/11/2020 7:42 AM
- Terrence R. Moore Completed 03/12/2020 3:51 PM
- Mayor & City Council Pending 03/16/2020 7:30 PM



146 Nassau Street
Atlanta, GA 30303
404.450.0581 cell

Tel 404.450.0581

www.laceupfitness.com
patrick@laceupfitness.com

December 17, 2019

City of College Park
Office of the City Manager
3667 Main Street
College Park, GA 30337

Dear Mr. Moore,

My name is Patrick Jefferson and I am the President of LaceUp Fitness LLC. My family and I have been residents of the City of College Park (1949 Cambridge Ave.) for over eight years. Our organization is seeking the opportunity to host a 5k run/walk event on April 4th, titled "Atlanta Final Four 5k". The idea and timing of the event was designed to coincide with the NCAA-B Final Four that's being held in Atlanta this coming spring. We will encourage all participants to represent their favorite college team for the race. In conjunction with this event, we have teamed up with USA Track & Field Georgia, to also sanction this event as the USATF Georgia Open/Masters 5k Championship.

I have enclosed a copy of the proposed route, which would start on Main Street (directly in front of Suntrust Bank), and ultimately finish in Barrett Park off Rugby Ave. It would require some temporary street closures, police escorts, directional signage (we can provide) and banner placements in approved locations throughout the city.

We thank you for your consideration and look forward to the opportunity of bringing this exciting event to our community. Please contact me (404.450.0581/mobile, patrick@laceupfitness.com) with any additional questions, concerns, or requests regarding this application.

Best regards,

A handwritten signature in blue ink, appearing to read "Patrick A. Jefferson", is written over the "Best regards," text.

Patrick A Jefferson
President
LaceUp Fitness LLC

City of College Park | Special Event Form

3667 Main Street
College Park, GA 30337

Organizer Name:

PATRICK JEFFERSON (LACE UP FITNESS LLC)

Event Title:

ATLANTA FINAL FOUR 5K

Type of Event:

5K RUN/WALK

Event Organizer's Contact Information:

Mailing Address:

1949 CAMBRIDGE AVE ATLANTA, GA 30337

E-Mail Address:

patrick.c@laceupfitness.com

Contact Number:

404 - 450 - 0581

Designated City Staff Member:

Terrence R. Moore, City Manager

Department:

Office of the City Manager

E-Mail Address:

tmoore@collegeparkga.com

Contact Number:

(404) 669-3756

Event Information:

Date:

SATURDAY, APRIL 4TH, 2020

Location of the Event:

SUNTRUST BANK (START LINE) BARRETT PARK (FINISH)

Time: Start:

7A

End:

12P

Anticipated Attendance:

500 - 750

Will the City of College Park incur any expenses? If yes, explain:

NO

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.

YES (POLICE ESCORT, EMT STAFF, PUBLIC WORKS (PORTA POTTIES))

What responsibilities will the Event Organizer assume?

PLANNING, DIRECTING, VOLUNTEERS, SUPPLIES

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

EVENT ORGANIZER

The Event Organizer is requesting that the City be responsible for providing:

What methods of advertising will be used?

RADIO WEBSITE
SOCIAL MEDIA FLYERS
EMAIL

City of College Park | Special Event Form

3667 Main Street
College Park, GA 30337

City mandated deadlines: All requested documentation must be submitted by:

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

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.

Please include any other special needs:

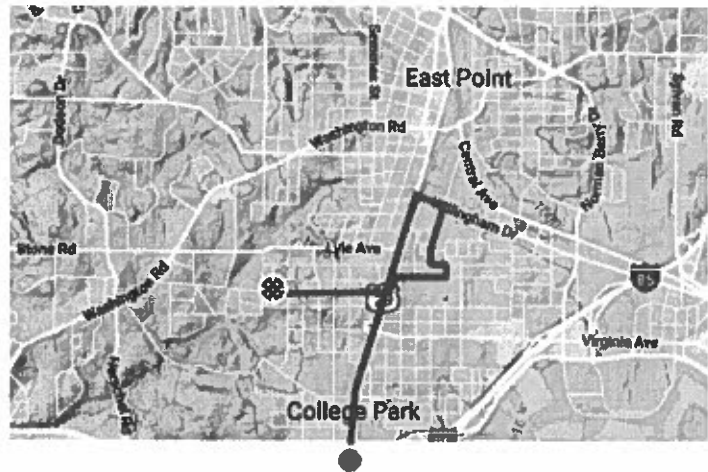


Final Four 5k

<https://www.strava.com/routes/22708158>

3.14 mi 58 ft Road
 Distance Elevation Gain Ride Type

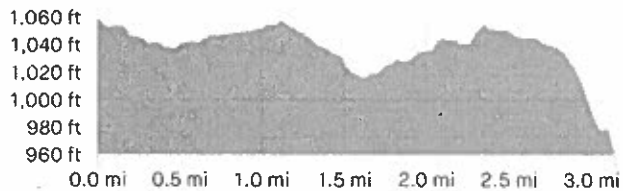
Est. Moving Time: 11:35



DIRECTION	DISTANCE (miles)
Proceed onto Main Street	0.0
Proceed onto Main Street	0.0
Right onto Willingham Drive	1.4
Proceed onto Willingham Drive	1.5
Right onto Plant Street	1.6
Continue on Adams Street	1.7
Left onto Mercer Avenue	1.9
Right onto Myrtle Street	2.0
Right onto Walker Avenue	2.0
Left onto Main Street	2.3
Continue on Rugby Avenue	2.4
Right onto Napoleon Street	3.0
Arrive at Finish	3.1

Google

Report data error



Route recommendations may be incomplete and/or inaccurate and may contain sections of private land and/or sections of terrain that could be challenging or hazardous. Always use your best judgement about the safety of road and trail conditions and follow traffic and property laws. Est. Moving Time based on your avg speed of 16.3 mi/h over last 4 weeks

**HOLD HARMLESS AND RELEASE AGREEMENT
REGARDING PARTICIPATION IN ACTIVITIES HELD ON CITY OWNED PROPERTY**

The Undersigned, to the fullest extent permitted by law, agrees to release, discharge, indemnify and hold harmless the City of College Park, its officers, management, employees, agents, representative and members of City Council, of and from any and all claims, actions, demands, damages, loss, and causes of action, including costs and expenses, arising from injury, including death, to any person, or damage to any property arising out of or by virtue of the participation of the Undersigned in activities; **such as yard sales, family reunions, or any other gathering held on City owned property, except damage caused by the sole negligence of the City of College Park.** Indemnification of the City of College Park shall include, but not be limited to, any expenses, including but not limited to attorney fees and court cost, incurred by the City of College Park in the defense of any claim described herein or as a result of any breach by the Undersigned of the terms of this Agreement.

The Undersigned also understands and acknowledges that the terms of this Agreement apply to any and all present or future demands actions, causes of actions, liens of any kinds, costs, expenses, debts, liabilities, judgments, sums of money, damages, or claims of any kind or character that in any way relate to the participation in activities held on City owned property and that Undersigned may have against the City of College Park, as well as its officers, management, employees, agents, representatives and members of the City Council.

This Agreement is executed by the Undersigned for and on behalf of the Undersigned, his or her heirs, administrators, executors, personal representatives, and assigns, and is intended to be a full and complete release of the City from any and all claims that the Undersigned may now or hereafter have against the City arising out of, or in any way connected with, the Authority's presence on or near the Property. Undersigned understands and acknowledges that this Agreement binds Undersigned's heirs, administrators, executors, personal representatives, and assigns to the greatest extent allowed by law.

UNDERSIGNED HAS BECOME FAMILIAR WITH THE TERMS OF THIS FORM. UNDERSIGNED UNDERSTANDS AND AGREES TO ITS CONTENTS. UNDERSIGNED HAS HAD AN OPPORTUNITY TO ASK QUESTIONS AND UNDERSIGNED HAVE BEEN ANSWERED TO UNDERSIGNED'S SATISFACTION.

As evidenced by the below signature, the Undersigned has read and agrees to abide by the above Hold Harmless and Release Agreement.



SIGNED
PATRICK JEFFERSON

NAME (Printed)

1949 CAMBRIDGE AVE
ADDRESS **ATLANTA, GA 30337**

404.450.0581
APPLICANT PHONE NUMBER

11/12/19
DATE

HACE UP FITNESS LLC
ORGANIZATION NAME

146 NASSAU ST
ATLANTA, GA 30303
ORGANIZATION ADDRESS

Sworn to and subscribed
Before me this _____ day
Of _____ 20____

Nature of Activity:

Notary Public

Location of Event

From: sanctions@legacy.usatf.org
Subject: USATF Sanction Application Confirmation
Date: December 16, 2019 at 9:53 AM
To: patrick@laceupfitness.com

USATF Event Sanction Application Confirmation

Your event sanction application for the Atlanta Final Four 5K on 4/4/2020 has been submitted. USATF and the USATF Association in which this event is taking place will review the application and approve or deny it. Please allow 7-10 business days for you application to be processed. You will receive an email should we encounter any problems when reviewing your sanction.

Sanction number:	20-45-010	
Event being sanctioned:	Atlanta Final Four 5K College Park, GA, US 4/4/2020	\$378.00
Grand Total:		\$378.00

* fee is based on an event size of 251-500 participants organized by a non-member organization in the Georgia Association ([more info](#))

Payment Details

Date:	12/16/2019 9:53:13 AM PT
Amount:	\$378.00
Payment ID:	PAYID-LX3ZTUI1H354793FS8721211

All sanctions are non-transferable and non-refundable.

Please note, when organizing your event, USATF recommends that you refer to the safety materials available at legacy.usatf.org/Products---Services/Event-Sanctions/Forms.aspx



CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 8008

DATE: March 12, 2020

TO: The Honorable Mayor and Members of City Council

FROM: Terrence R. Moore, City Manager

RE: VeloCity Bike Ride - Directional Signage Placement Request

PURPOSE: Consideration of and action on a request for approval from organizers of the VeloCity Bike Ride event to place directional signs beginning Friday, May 1, 2020 for a cycling/Grady Hospital fund raiser event scheduled for Saturday, May 2, 2020. See e-mail dated February 19, 2020 from event organizer Christopher Reed requesting approval.

REASON: The cycling event organizers are requesting approval to place directional signage the day before the event (Friday, May 1, 2020) and the day of the event (Saturday, May 2, 2020). The signage is used to guide riders along the bike route. All signage will be removed by the end of the day on Saturday, May 2, 2020.

The cycling event starts and finishes at Mercedes Benz Stadium. The first riders should arrive in College Park around 7:30am and the last riders to come through around 4:00pm with a rest stop scheduled for Woodward Academy.

Event organizers will coordinate with the Police Department and pay for police services to ensure safety of biker riders. Medical support is provided by Grady Hospital.

Please see attached City of College Park Special Event Form and race route information.

RECOMMENDATION: Mayor and City Council consideration of this request.

BACKGROUND: This is the third year for this cycling event.

YEARS OF SERVICE: N/A.

COST TO CITY: None.

BUDGETED ITEM: N/A.

REVENUE TO CITY: Event participants and attendees potential tourism dollars.

CITY COUNCIL HEARING DATE: March 16, 2020.

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: None.

AFFECTED AGENCIES: N/A.

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: City Code of Ordinances Sec. 12-9 (b).

REQUIRED CHANGES TO WORK PROGRAMS: None.

STAFF: Department of Inspections
Police Department
Communications Department

ATTACHMENTS:

- Velocity bike ride - fundraiser for Grady Hospital (PDF)
- City of College Park Special Event Form.2020 app. (DOCX)
- VeloCity_100 (1) (PDF)
- VC100tbt (PDF)

Review:

- Terrence R. Moore Completed 03/10/2020 4:51 PM
- Rosyline Robinson Completed 03/10/2020 4:52 PM
- Ferman Williford Completed 03/12/2020 3:20 PM
- Oscar Hudson Completed 03/11/2020 9:35 AM
- Gerald Walker Completed 03/10/2020 5:47 PM
- Terrence R. Moore Completed 03/12/2020 3:52 PM
- Mayor & City Council Pending 03/16/2020 7:30 PM

From: chris.reed
To: [Rosylne Robinson](mailto:Rosylne.Robinson)
Cc: chris.reed@medalistsports.com
Subject: Velocity bike ride - fundraiser for Grady Hospital
Date: Wednesday, February 19, 2020 11:26:25 AM
Attachments: [VeloCity_100.pdf](#)

Hello Ms Robinson,

Thanks again for taking the time to speak with me today. Our cycling event is in its 3rd year. The name of the event is VeloCity. Event date is 5/2/20 - Saturday. Website: <https://velocityatlanta.com/>

Last year I coordinated our officer request with Sgt Tracey Ware. I've been told that he has retired so I reached out to Sgt Landrum. He suggested I contact you first.

We have 2 officer post requests. 5/2/20

1. at the intersection (3 way stop) - Lyle Ave and Pierce St: asking the officer to give the riders the right of way. 0900-1600 = 7 hours
2. Rugby and Main St: asking the officer to have lights flashing to alert the traffic of the riders at the intersections. 0900-1600 = 7 hours

Our cyclists will start and finish at Mercedes Benz Stadium. First riders would be seen in College Park around 7:30am and last riders to come through around 4:00pm.

We do have a rest stop at Woodward Academy. Riders will stop their for refreshments. Medical support is provide by Grady Hospital.

Attached is a route map of the 100 mi ride and route in/out of College Park. And live link to our route: <https://ridewithgps.com/routes/30245681>

Please let me know if you all have any questions.

Many Thanks
Chris

Christopher Reed
VP, Technical Operations/Medalist Sports
M (678) 640-9003
chris.reed@medalistsports.com

City of College Park | Special Event Form

3667 Main Street
College Park, GA 30337

Organizer Name: Grady Health Foundation / Grady Hospital

Event Title: VeloCity (ride for Grady Hospital)

Type of Event: Fundraising Cycling Ride

Event Organizer's Contact Information:

Mailing Address: 191 Peachtree St, #820, Atlanta, GA 30303

E-Mail Address: chris.reed@medalistsports.com

Contact Number: 678-640-9003

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: Saturday 5/2/20

Location of the Event: Start @ Mercedes Benz Stadium, Finish @ Home Depot Backyard

Time: Start: 7:00am End: 5:00pm

Anticipated Attendance: 750

Will the City of College Park incur any expenses? If yes, explain: No expenses to be incurred by the city.

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.
 Yes, we would like to request the support of 3 officers for our event. The event will be paying for police services.

What responsibilities will the Event Organizer assume? The event organizer plans and executes all aspects of the event but will require assistance from local police to ensure key areas of the bike route are safe. The event will also provide a COI (certificate of insurance, up to 1 million per occurrence).

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: **The event will produce directional signage to be placed the day before the ride and day of the ride out on the bike route. This signage is used to guide riders along the bike route. All signage will be removed by the end of the day on Saturday 5/2/20.**

The Event Organizer is requesting that the City be responsible for providing: **Police support at the following locations:**

We have 2 officer post requests. 5/2/20

1. at the intersection (3 way stop) - Lyle Ave and Pierce St: asking the officer to give the riders the right of way. 0900-1600 = 7 hours

2. Rugby and Main St: asking the officer to have lights flashing to alert the traffic of the riders at the intersections. 0900-1600 = 7 hours

Our cyclists will start and finish at Mercedes Benz Stadium. First riders would be seen in College Park around 7:30am and last riders to come through around 4:00pm.

We do have a rest stop at Woodward Academy. Riders will stop there for refreshments. Medical support is provided by Grady Hospital.

What methods of advertising will be used? **Local newspaper (AJC), radio, website**
<https://velocityatlanta.com/>

City mandated deadlines: All requested documentation must be submitted by:

Please see attached route map for refernece and route turn by turn.

Attached is a route map of the 100 mi ride and route in/out of College Park. And live link to our route: <https://ridewithgps.com/routes/30245681>

It is the responsibility of the Event Organizer to obtain Special Event Insurance. Please provide a copy of the Certificate of Insurance. Yes, a COI will be provided

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.

City of College Park | Special Event Form

3667 Main Street
College Park, GA 30337

Please include any other special needs:

Event point of contact: Chris Reed (pre event and day of event)

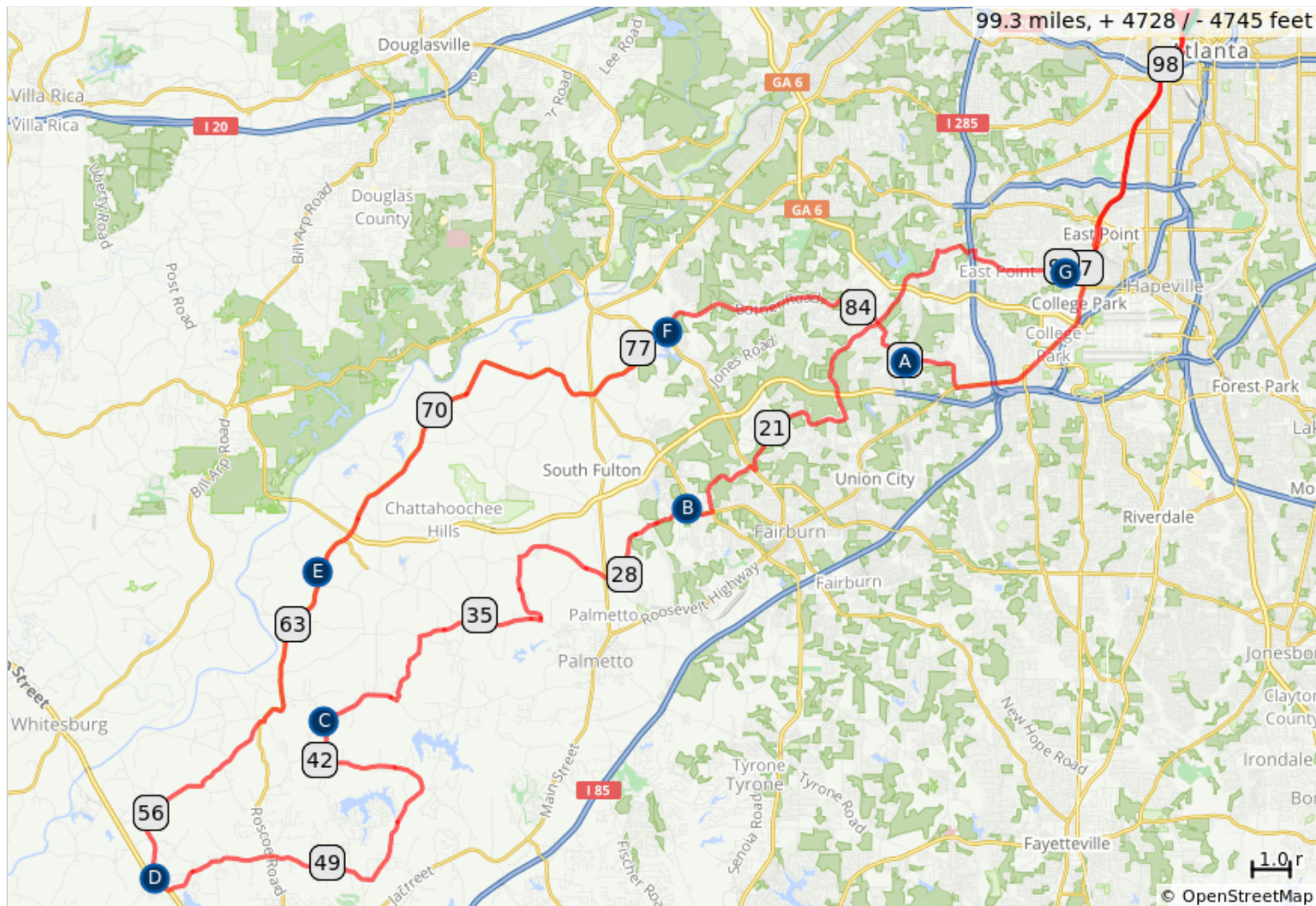
Cell: 678-640-9003

Email: chris.reed@medalistsports.com

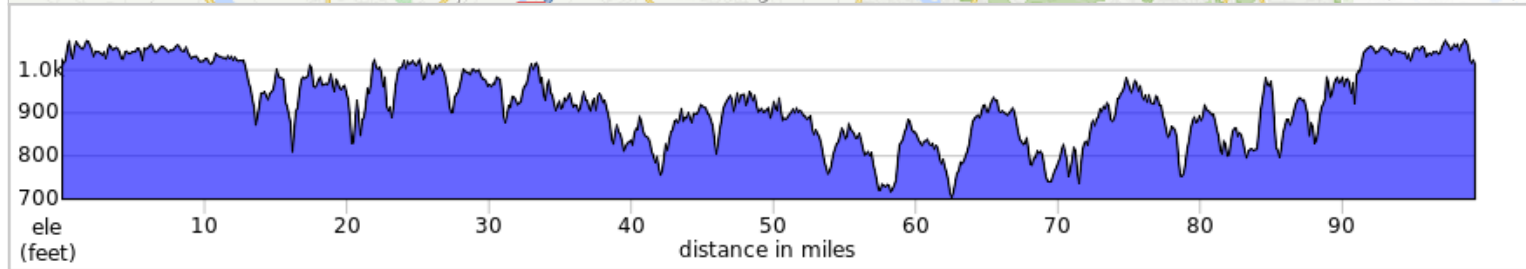
The event will have a command post at Home Depot Backyard during the ride 5:00am to 6:00pm (or until course is clear of all riders).

Also note: we will have 15 SAG (support and gear) vehicles out on the bike routes, supporting riders as needed. All vehicles will have direct contact with the command post.

VeloCity 100

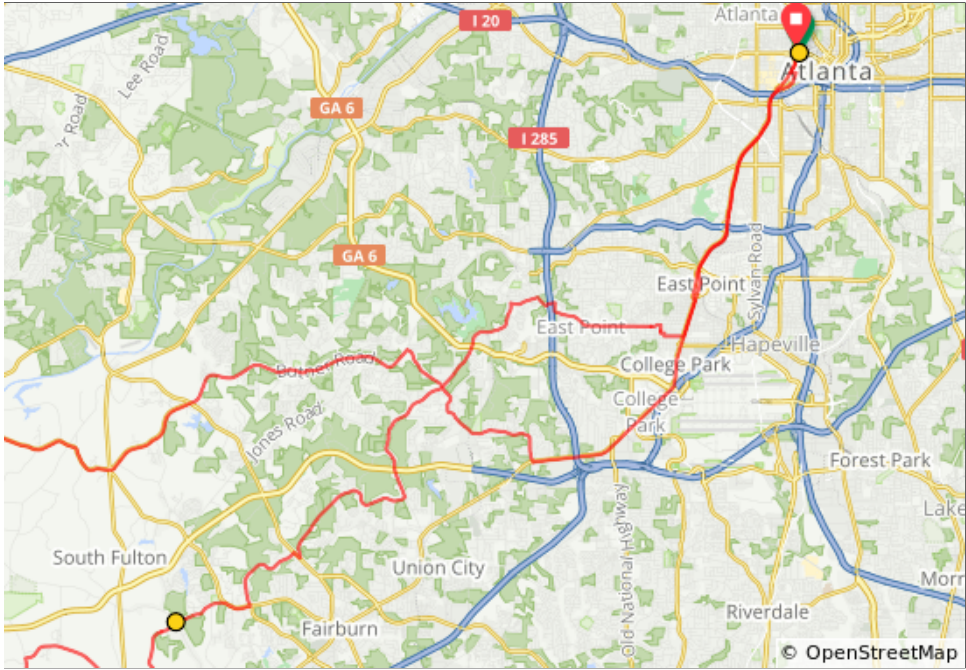


- A. Rest Stop
- B. Rest Stop
- C. Rest Stop
- D. Rest Stop
- E. Rest Stop
- F. Rest Stop
- G. Rest Stop



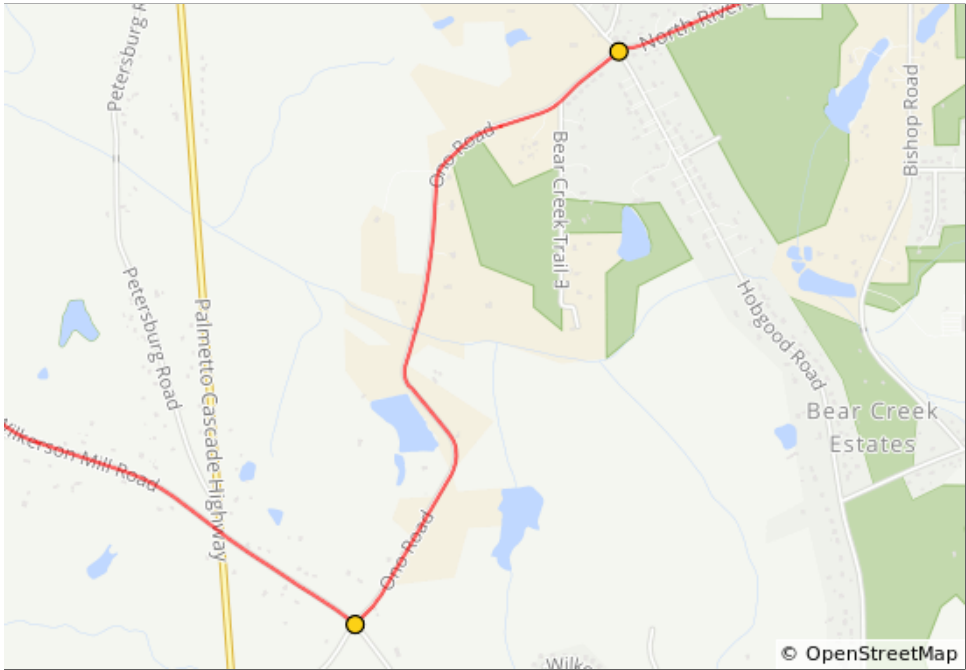
VeloCity 100

1.	📍	26.3
2.	←	0.0



26.3 miles. +1266/-1282 feet

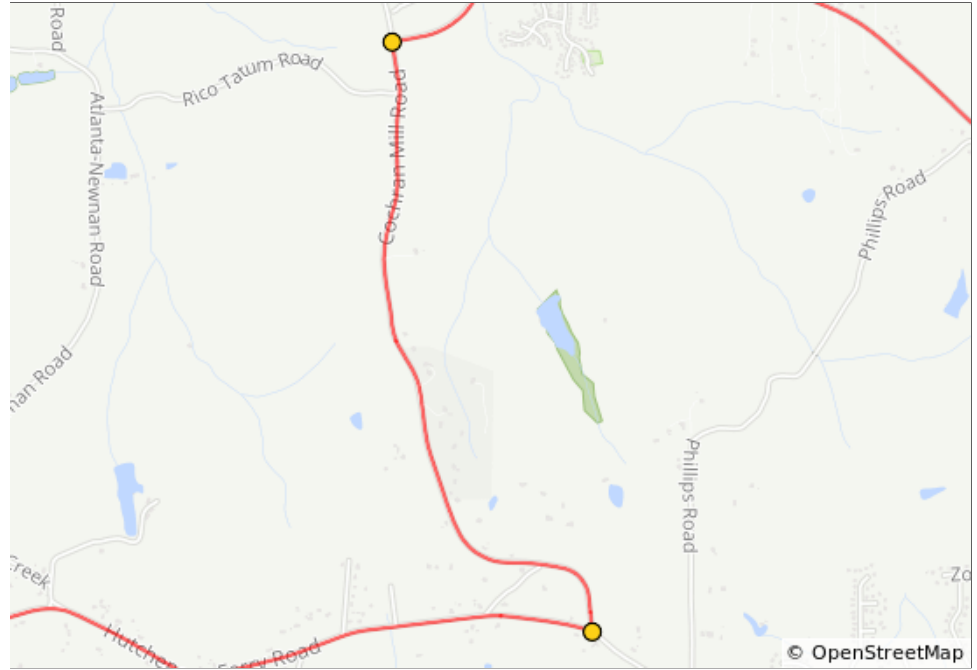
3.	→	2.0
4.	→	3.1



2.1 miles. +115/-120 feet

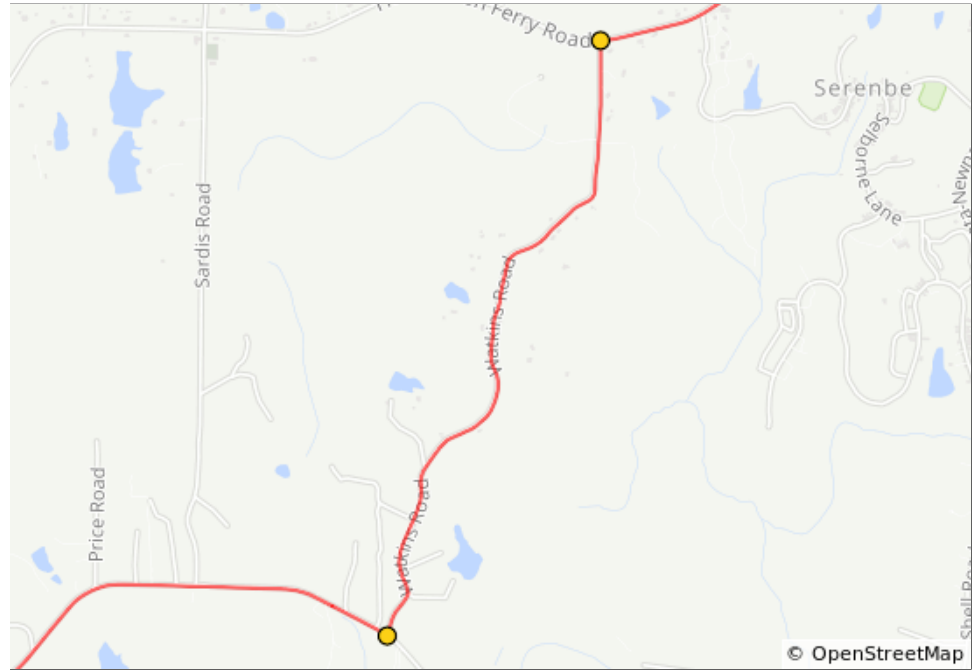
5.	←	2.0
6.	→	3.3

5.0 miles. +149/-46 feet



7.	←	1.9
8.	→	2.1

5.3 miles. +81/-182 feet



9.	←	1.2
10.	←	5.7

3.4 miles. +14/-117 feet

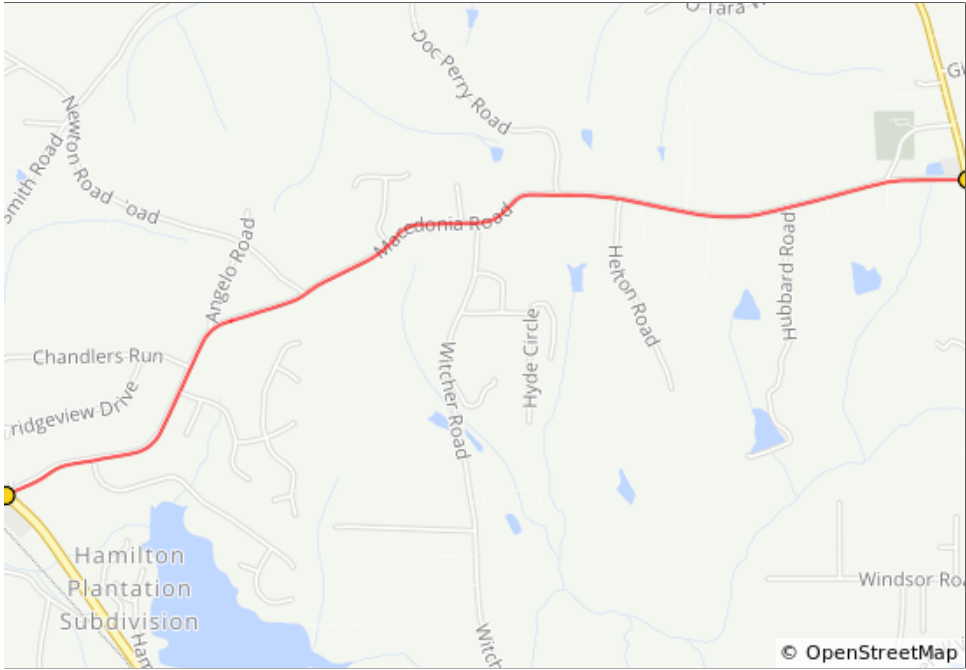


11.	→	0.6
12.	←	2.2

6.3 miles. +33/-25 feet

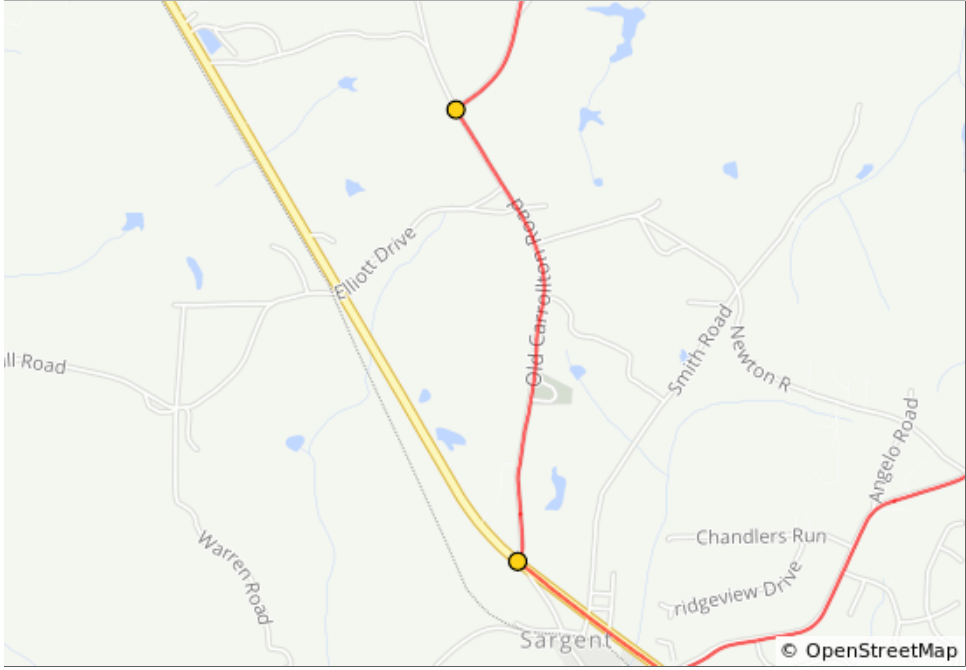


13.	↑	3.1
14.	→	0.5



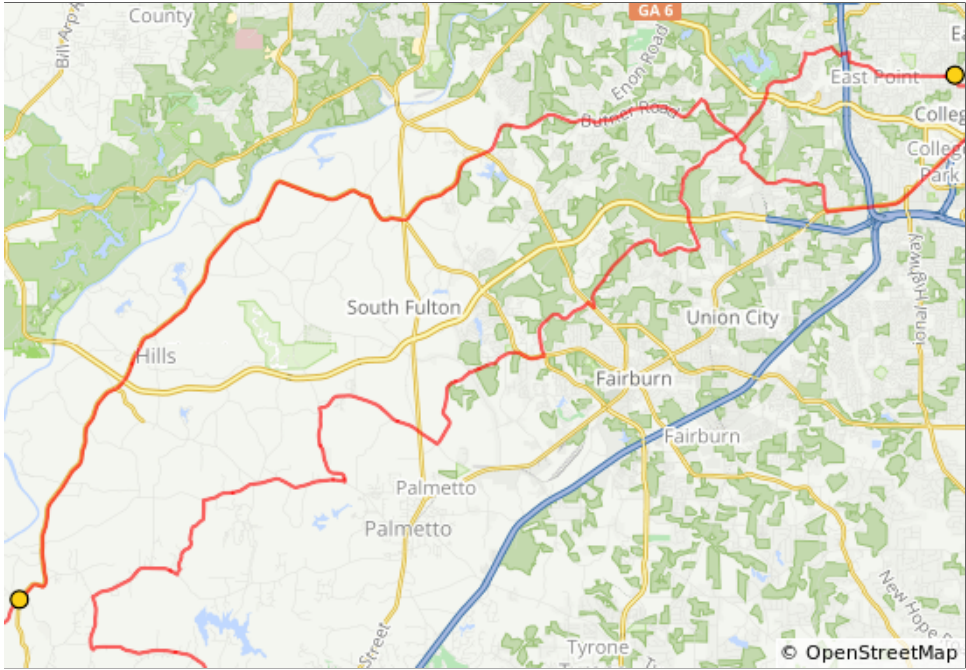
5.3 miles. +87/-187 feet

15.	→	1.4
16.	→	4.4



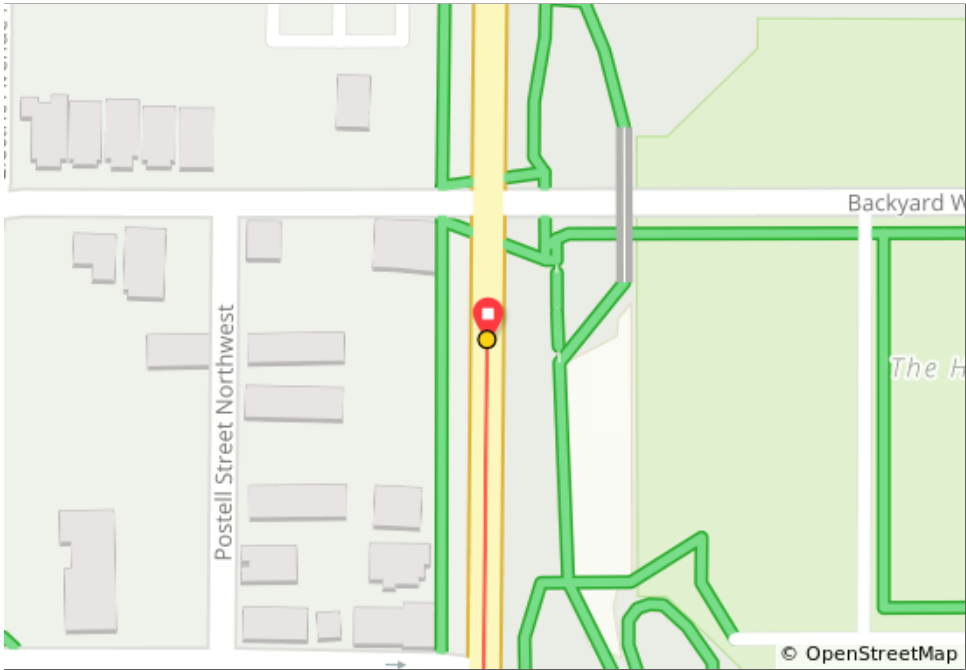
1.9 miles. +100/-49 feet

17.	←	31.1
18.	→	8.3



35.5 miles. +1700/-1572 feet

19.	📍	0.0
-----	---	-----



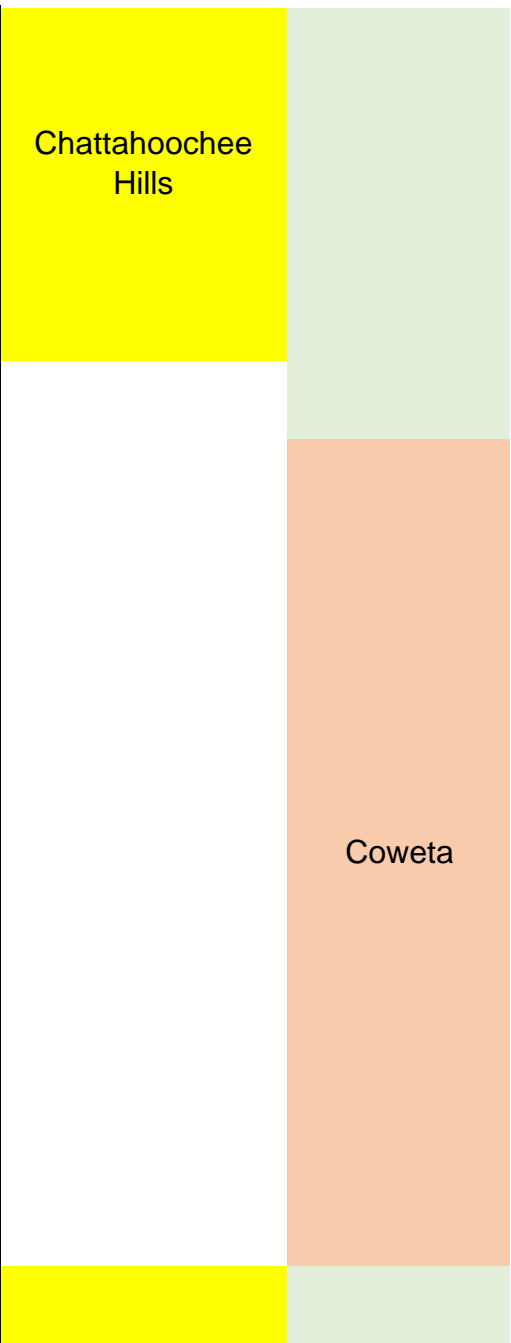
8.3 miles. +0/-0 feet

VeloCity 100

Leg	Dir	Type	Notes	Total	Community	County
	•	Straight	START	0	Atlanta	
0.1	•	Left	Left onto Northside	0.1		
0.8	•	Right	Slight right onto Chapel St SW	0.9		
0.2	•	Right	Chapel St SW turns right and becomes Peters St SW	1.1		
0.1	•	Straight	Continue onto W Whitehall St SW	1.2		
0.3	•	Straight	CS Ralph David Abernathy	1.4		
0.4	•	Straight	CS Lee St	1.9		
0	•	Straight	Continue onto Lee St SW	1.9		
0.2	•	Straight	CS White St	2.1		
0.2	•	Straight	CS Donnelly Ave	2.3		
0.2	•	Straight	CS Lawton Ave	2.5		
0.1	•	Straight	CS White Oak Ave	2.6		
0.2	•	Straight	CS Avon Ave	2.7		
0.2	•	Straight	CS Oakland Ln	3		
0.1	•	Danger	Caution on ramp - move left and continue straight	3		
0	•	Straight	CS Campbelton Rd	3		
0.2	•	Straight	CS Van Buren St	3.3		
0.5	•	Straight	CS Thorne Ave	3.7		
0.5	•	Straight	CS Deshler St	4.2		
0.1	•	Straight	Continue onto Main St	4.4		
0	•	Straight	CS Womack Ave	4.4		
0.2	•	Straight	CS Knotts Ave	4.5		
0	•	escort end	End Police Escort	4.6		
0.2	•	Straight	CS Clermont Ave	4.7	East Point	
0.1	•	Straight	CS Elizabeth Ln	4.8		
0.3	•	Straight	CS Newnan St	5.1		
0.1	•	Straight	CS Nabell Ave	5.2		
0.3	•	Straight	CS Lawrence St	5.5		
0	•	Danger	Caution RRX	5.5		
0	•	Straight	CS Connally Dr	5.6		
0.1	•	Straight	Continue onto N Church St	5.6		

0.1	•	Straight	slight Left -Continue onto E Point St	5.8	Last Point	Fulton	
0.2	•	Straight	CS West Cleveland St	6			
0.1	•	Straight	CS Thompson Ave	6.1			
0.1	•	Straight	CS Dorsey Ave	6.2			
0.1	•	Left	Veer left onto Legion Way	6.3			
0	•	Straight	CS E Washington Rd	6.3			
0.1	•	Right	Turn right onto Main St	6.4			
0.3	•	Straight	CS Willingham Dr	6.7			
0.4	•	Straight	Continue onto GA-14 S/US-29 S/Roosevelt Hwy	8.5			College Park
2.6	•	Straight	CS Yates Ave	11.1			
0.3	•	Straight	CS Washington Rd	11.4	Union City		
0.8	•	Right	Turn right onto Ben Hill Rd	12.2			
0.6	•	Straight	Continue onto Will Lee Rd	12.8			
0.8	•	Straight	CS Granada Dr	13.6			
0.1	•	Straight	CS Valley Brook Dr	13.7			
0.4	•	Right	Turn right onto Welcome All Rd	14.1			
0.2	•	Straight	Continue straight onto Jailette Rd SW	14.3			
0.9	•	Left	Slight left onto Thaxton Rd SW	15.2			
0.3	•	Left	Turn left onto Old Fairburn Rd	15.5			
1.6	•	Left	Turn left onto Union Rd SW	17.1			
0.1	•	Left	Turn left onto Stonewall Tell Rd	17.2			
1.5	•	Right	Turn right onto Koweta Rd	18.7			
3.2	•	Water	Rest Stop	21.9			
0.3	•	Right	Turn right onto GA-92 N	22.2	Fairburn		
0.2	•	Left	Turn left onto White Mill Rd	22.4			
2	•	Right	Turn right onto Rivertown Rd	24.4			
0.6	•	Straight	Veer left and stay one Rivertown Rd	25			
0.3	•	Straight	CS Bishop Rd	25.3	100mi splits from 62 mi here		
1	•	Left	Turn left onto Ono/Hobgood Rd	26.3			
0	•	Right	CS onto Ono Rd	26.3	Palmetto		
0.2	•	Straight	CS Bear Creek Trail	26.5			
1.8	•	Right	Turn right onto Wilkerson Mill Rd	28.3			

0.5	•	Straight	CS Cascade Palmetto Hwy	28.8
2.6	•	Left	Turn left onto Cochran Mill Rd	31.4
0.1	•	Water	Rest Stop	31.6
1.8	•	Right	Turn right onto Hutchesons Ferry Rd	33.4
0.7	•	Straight	CS Gravel Rd	34.1
0.9	•	Straight	CS Capps Ferry Rd/Bear Creek	34.9
0.5	•	Straight	CS Rico Rd	35.4
1.3	•	Left	Turn left onto Watkins Rd	36.7
1.9	•	Right	Turn right onto Tommy Lee Cook Rd	38.7
0.6	•	Straight	CS Sardis Church Rd	39.2
1.6	•	Left	Turn left onto Jim Starr Rd	40.8
0.1	•	Water	Rest Stop	40.9
1.1	•	Left	Turn left onto Happy Valley Cir	42.1
5.7	•	Right	Turn right onto Happy Valley Rd/Happy Valley Cir	47.8
0.6	•	Left	Turn left onto Buddy-West Rd	48.4
0.7	•	Straight	CS Maple Creek Dr	49.1
1.5	•	Straight	CS Roscoe Rd	50.6
0	•	Straight	Continue onto Macedonia Rd	50.6
1.2	•	Straight	CS Doc Perry Rd	51.8
0.5	•	Straight	CS Freeman Rd	52.3
1.4	•	Right	Turn right onto US-27 ALT N	53.7
0.4	•	Water	Rest Stop	54.1
0.1	•	Right	Turn right onto Old Carrollton Rd	54.2
1.4	•	Right	Turn right onto Sewell Mill Rd	55.6
0.6	•	Straight	CS Daniel Rd	56.2
1.5	•	Straight	CS Rex Hyde Rd	57.6
1.1	•	Left	Turn left onto Adcock Rd	58.7
1	•	Straight	CS Copeland Dr	59.7
0.1	•	Straight	CS Oliver Potts Rd	59.8
2.1	•	Left	Turn left onto Oliver Potts Rd	61.9
0.2	•	Left	Left onto Roscoe Rd/GA-70 N	62.1
0.1	•	Left	Left onto Roscoe Rd	62.2
0.8	•	Straight	CS Jim Starr Rd	63
0.8	•	Straight	CS Hutchinson Ferry Rd	63.8



2.9	•	Water	Rest Stop	66.7
0	•	Straight	CS Johns Ferry Rd	66.8
1.1	•	Straight	CS Capps Ferry Rd	67.9
0.3	•	Straight	S Fulton Pkwy	68.1
0.6	•	Straight	CS Garretts Ferry Rd/Upper Wooten Rd	68.8
0.8	•	Straight	CS Rico Rd	69.5
1.7	•	Straight	CS Woodruff Rd	71.3
1.3	•	Straight	CS Rivertown Rd	72.5
3.6	•	Straight	CS Cochran Mill Rd	76.1
0	•	Straight	Continue onto Cedar Grove Rd	76.1
0.2	•	Straight	CS Brock Rd	76.3
1	•	Straight	At the traffic circle, take the 2nd exit onto Ridge Rd	77.3
0.2	•	Straight	CS Clark Rd	77.6
1.1	•	Straight	CS Bethlehem Rd	78.6
1	•	Straight	CS Tapestry Blvd	79.6
0	•	Water	Rest Stop	79.6
0.2	•	Straight	CS Campbellton Fairburn Rd	79.8
0	•	Straight	Continue onto Butner Rd	79.8
1.9	•	Straight	CS W Stubbs Rd	81.7
0.8	•	Straight	CS Demooney Rd	82.5
0.5	•	Right	Slight right to stay on Butner Rd	83
1.8	•	Straight	CS Union Rd SW	84.7
0.8	•	Right	Turn right onto Thaxton Rd SW	85.5
1.2	•	Left	Turn left onto Old Fairburn Rd	86.7
1.6	•	Straight	Continue onto Fairburn Rd SW	88.3
1.1	•	Right	Turn right onto Hogan Rd SW	89.4
0.6	•	Right	Turn right onto Stone Rd SW	90
0.3	•	Left	Turn left onto N Camp Creek Pkwy SW	90.3
0.2	•	Right	Turn right onto Stone Hogan Conn SW	90.5
0.2	•	Straight	Continue onto Stone Rd SW	90.7
1.9	•	Straight	Continue onto Lyle Ave	92.6
0.1	•	Right	Turn right onto Atlanta St	93.3
0.1	•	Left	Turn left onto Walker Ave	93.3
0	•	Water	Rest Stop - Woodward Academy	93.4

Chattahoochee Hills	Fulton			
		South Fulton		
			Atlanta	
				College Park

0.1	•	Right	Turn right onto Conley St	93.4
0.1	•	Left	Turn left at the 1st cross street onto W Rugby Ave	93.5
0.4	•	Left	Turn left onto Georgia State Bicycle Rte 45/Main St	93.9
1.6	•	Straight	CS Connally Dr	95.5
0	•	Straight	Caution RRX	95.6
0.3	•	Straight	CS Nabell Ave	95.9
0.1	•	Straight	CS Newnan St	96
0.3	•	Straight	CS Elizabeth Ln	96.3
0.3	•	Straight	CS Knotts Ave	96.6
0.2	•	Straight	Continue onto Lee St SW	96.7
2.5	•	Straight	Continue onto W Whitehall St SW	99.2
0.1	•	Straight	CS Lee St	99.3
0.6	•	Straight	CS Oak St	99.9
0.1	•	Straight	Continue onto Peters St SW	100
0.1	•	Straight	Continue straight to stay on Peters St SW	100.1
0.4	•	Left	Slight left onto Walker St SW	100.5
0.2	•	Left	Turn left onto Fair St SW	100.7
0.1	•	Right	Turn right onto Northside Dr SW	100.8
0.5	•	Right	Turn right onto Magnolia - FINISH	

East Point

Atlanta



CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 8009

DATE: March 10, 2020

TO: The Honorable Mayor and Members of City Council

FROM: Terrence R. Moore, City Manager

RE: Spin the District Bicycle Criterium Race

PURPOSE: Consideration of and action on a request from the Atlanta Airport District Convention and Visitors Bureau for approval to host the Spin the District (Bicycle Criterium Race) and festival event scheduled for Sunday, May 3, 2020 from 9:00 a.m. until 7:30 p.m. See attached e-mail dated May 3, 2020 from the Atlanta Airport District requesting approval.

The Atlanta Airport District is also requesting approval of alcohol sales via restaurant partner, The Corner Grille.

REASON: Please see attached City of College Park Special Event Form, route map, Off Premises/Special Event Permit Application and summary sheet detailing items requiring City Council approval in the following areas:

- Road Closure - 8:00am to 7:30pm; event 9:00am to 7:30pm
- Communicate Road Closures to MARTA
 - Road Closures w/ movable barriers
 - Princeton & College
 - Columbia & College
 - Connelly & Columbia
 - Princeton Ave & Connelly
 - Princeton Ave. & Princeton Drive
- Asphalt Repair - Especially on Harvard Ave and Connelly
- Alcohol Sales - Submitting - Restaurant Partner is Corner Grille
- Trash Dumpster & Herby Curbies
- Power - Two- 60-amp services
- Public Safety Lot closure on Saturday night around 8:00pm to block traffic
- Barricade for Public Safety Lot
- Signage Request - to begin 3 weeks prior to event
 - Over Main St.
 - Over Virginia Ave.
 - Virginia Ave. Bridge

- o In front of City Hall - staked signage
- o Green space around MARTA, if available
- o Digital Signage
- o Yard signs throughout the city (need to include Free Admission on signs)

RECOMMENDATION: Mayor and City Council consideration of this request.

BACKGROUND: The Atlanta Airport District hosted this successful event in 2018 and 2019 with approval from the City of College Park.

YEARS OF SERVICE: N/A.

COST TO CITY: None.

BUDGETED ITEM: N/A.

REVENUE TO CITY: Event participants and attendees tourism dollars.

CITY COUNCIL HEARING DATE: March 16, 2020.

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: None.

AFFECTED AGENCIES: Atlanta Airport District Convention & Visitors Bureau

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: None.

REQUIRED CHANGES TO WORK PROGRAMS: None.

STAFF:

- Police Department
- Fire Department
- Public Works Department
- Power Department
- Department of Inspections
- Office of the City Clerk
- Communications Department
- Department of Economic Development

ATTACHMENTS:

- ATL Airport District E-Mail_03-03-2020 (PDF)
- SPIN-CollegePark-Onesheet (PDF)
- City of College Park 2020 Special Event Form v1- Spin The District (PDF)

- Spin-the-District-2020-Detour-Map-College Park-V1 (PDF)
- Off Premise_Special Events Permit Application (PDF)

Review:

- Terrence R. Moore Completed 03/10/2020 1:06 PM
- Rosyline Robinson Completed 03/10/2020 1:18 PM
- Ferman Williford Completed 03/12/2020 3:22 PM
- Wade Elmore Completed 03/10/2020 1:17 PM
- Mike Mason Completed 03/12/2020 9:15 AM
- Hugh Richardson Completed 03/10/2020 2:33 PM
- Oscar Hudson Completed 03/11/2020 9:35 AM
- Artie Jones Completed 03/11/2020 7:41 AM
- Gerald Walker Completed 03/10/2020 1:35 PM
- Shavala Moore Completed 03/12/2020 9:39 AM
- Terrence R. Moore Completed 03/12/2020 3:52 PM
- Mayor & City Council Pending 03/16/2020 7:30 PM

ATL AIRPORT DISTRICT
Convention and Visitors Bureau
2077 Convention Center Concourse
Suite 260
College Park, GA 30337
ATLdistrict.com <<http://atldistrict.com/>>

On 3/3/20, 9:33 AM, "Cookie Smoak" <csmoak@atldistrict.com> wrote:

Terrence,

We are giving you a heads up, the ATL Airport District Will once again be hosting our 3rd Annual Spin the District Event on Sunday May 3rd. It will be the absolute same as last year...and we will be submitting the permit paperwork soon. Race times will be forthcoming shortly as well. We will also be doing the Crawfish Boil again since it was such a huge success!!!

Just wanted to update you and see if there were any meetings or approvals in addition to the permit we need to obtain.

Thanking you in advance for your assistance!

Best,

Cookie

Sent from my iPad

Proprietary Statement

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the City of College Park, GA by emailing it@collegeparkga.com and place Proprietary Statement Response in the subject line. This message contains confidential information and is intended only for the individual named. If you are not the named addressee you should not disseminate, distribute or copy this e-mail. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail from your system. If you are not the intended recipient you are notified that disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited.

Proprietary Statement

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SUNDAY, MAY 3, 2020

College Park City Requirements

- Road Closure - 8:00am to 7:30pm; event 9:00am to 7:30pm

College Park City Requests

- Communicate Road Closures to MARTA
 - Road Closures w/ movable barriers
 - Princeton & College
 - Columbia & College
 - Connelly & Columbia
 - Princeton Ave & Connelly
 - Princeton Ave. & Princeton Drive
- Asphalt Repair - Especially on Harvard Ave and Connelly
- Alcohol Sales - Submitting - Restaurant Partner is Corner Grille
- Trash Dumpster & Herby Curbsies
- Power - Two- 60-amp services
- Public Safety Lot closure on Saturday night around 8:00pm to block traffic
- Barricade for Public Safety Lot
- Signage Request - to begin 3 weeks prior to event
 - Over Main St.
 - Over Virginia Ave.
 - Virginia Ave. Bridge
 - In front of City Hall - staked signage
 - Green space around MARTA, if available
 - Digital Signage
 - Yard signs throughout the city (need to include Free Admission on signs)



City of College Park | Special Event Form

3667 Main Street
College Park, GA 30337

Organizer Name: ATL AIRPORT DISTRICT DESTINATION MARKETING ORGANIZATION

Event Title: SPIN THE DISTRICT

Type of Event: BICYCLE CRITERIUM RACE

Event Organizer's Contact Information: COOKIE SMOAK
Mailing Address: 2077 CONVENTION CENTER CONCOURSE; STE. 260
E-Mail Address: CSMOAK@ATLDISTRICT.COM
Contact Number: 404.334.7501

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

Event Information:

Date: SUNDAY, May 3, 2020

Location of the Event: SEE ATTACHED MAP FOR STREET CLOSURES AND AREAS OF USE

Time: Start: 9AM End: 7:30PM

LOAD-IN OF FESTIVAL AREA IN CITY LOT (HARVARD & COLLEGE): 6AM; Road Barricade in Place at 8:00am; Road Barricade Removed by 7:30pm; LOAD-OUT OF LOT: 9:00PM

Anticipated Attendance: Attendance is anticipated to be approximately 2,000 ppl.

Will the City of College Park incur any expenses? No - If yes, explain:

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. There will be police coverage needed for road closures. The event organizer will work with the college park police department to determine the exact number of positions required. The event organizer will be responsible for covering the cost of those positions for the duration of the event/time of road closures.

City of College Park | Special Event Form

3667 Main Street
College Park, GA 30337

What responsibilities will the Event Organizer assume? We will assume arranging for all event elements including race course needs, as well as any festival event elements such as power, tents, sponsors, etc.

Event materials (flyers, banners, signs, agendas, handouts, etc.) will be the responsibility of: the event organizer will provide all marketing materials.

The Event Organizer is requesting that the City be responsible for providing:

- Approval to host the event on city streets and in requested parking areas
- Inclusion in city marketing outlets available to special events
- Banner placement beginning 3 weeks prior to event through event – locations include: over main street, over Virginia Ave., on Virginia Ave. Bridge, In front of City Hall, Digital Signage, Yard signs throughout city and other approved outdoor locations
- Street pole banner placement
- Use of the city parking lot from 6am to 9:00pm on Sunday, May 3rd for festival activities. City to block off lot on Saturday night the 2nd.
- Asphalt Repair - Especially on Harvard Ave and Connelly
- Placement of restrooms in lot on Friday, May 1st.
- Dumpster and Trash Cans for event
- Two – 60 amp power services (one by car charging stations and one by main power panel.
- Barricade for Public Safety Lot
- Fire Hydrant Water Tie-in on hydrant located closest to Princeton Ave/College St. in festival area
- Approval for alcohol sales via restaurant partner – The Corner Grille
- Assistance with communicating road blocks with MARTA in order to ensure that they reroute their buses.

What methods of advertising will be used? A full marketing plan will be developed and will include a wide range of marketing / promotion efforts such as digital and print media, flyers, posters, banners, etc.

City mandated deadlines: All requested documentation must be submitted by.

It is the responsibility of the Event Organizer to obtain Special Event Insurance. Please provide a copy of the Certificate of Insurance. A copy of insurance will be provided to the city once secured.

City of College Park | Special Event Form

3667 Main Street
College Park, GA 30337

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.

ATL Airport District will provide flyers to local businesses and residents impacted by street closures that will include information about the event, route and street closure times. In addition, there will be marketing materials that will be distributed throughout the area to promote and bring awareness about the event.

Please include any other special needs:

In addition to the items included above, the event organizer would like to request a beer/wine pouring permit from the city. We will work with a local restaurateur to make use of their existing alcohol permit for the purposes of obtaining a permit for this event. In addition, we would like for the city to consider the event area as identified on the attached map to be the festival footprint allow attendees to have open containers of alcoholic beverages in and around this area. Event organizers will provide signage indicating where the festival area ends and noting that alcohol is not to be taken beyond those points.



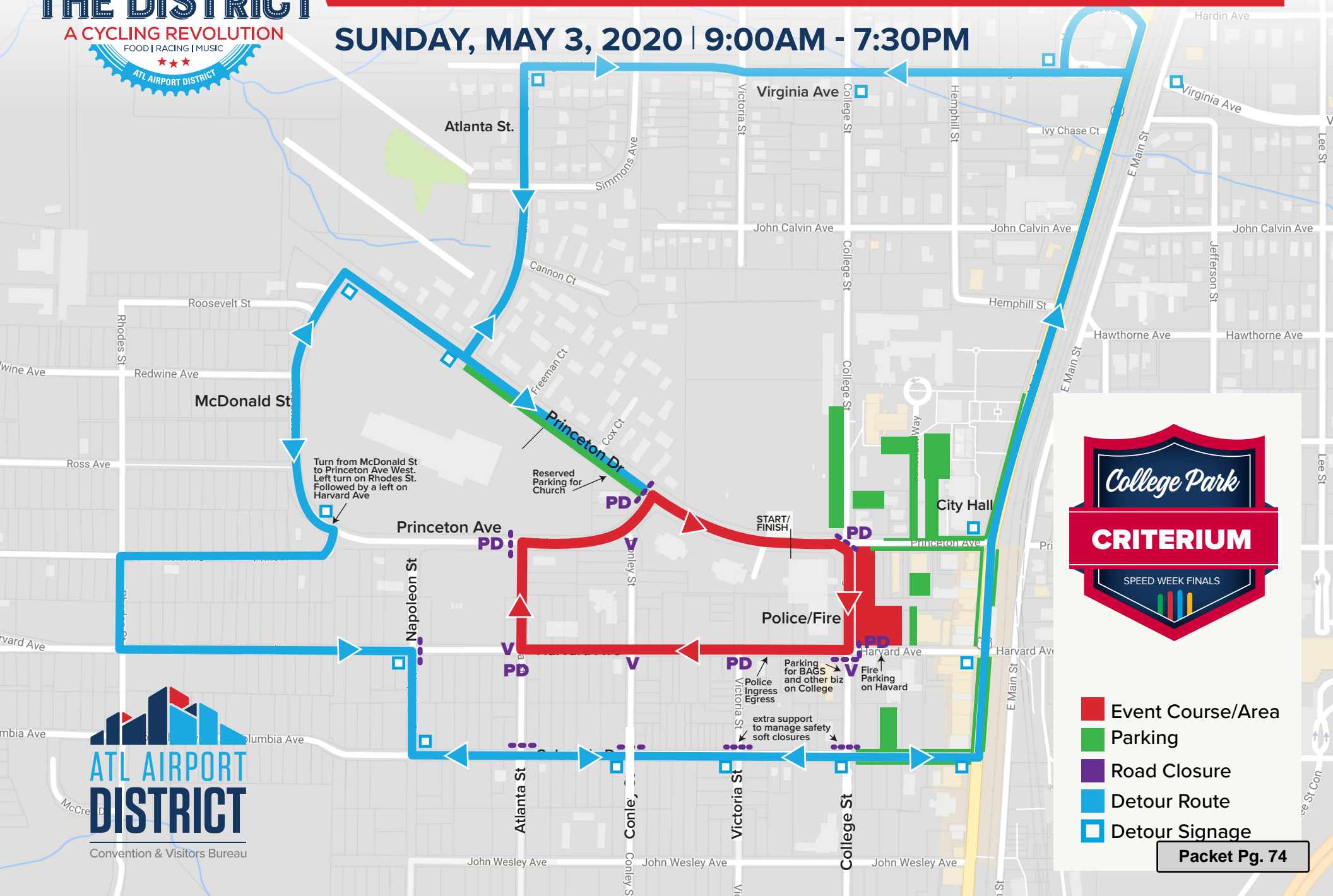
TWO DAYS OF RACING IN THE ATL AIRPORT DISTRICT. USA CRITS - SPEED WEEK SERIES

6.C.d

COLLEGE PARK CRITERIUM



SUNDAY, MAY 3, 2020 | 9:00AM - 7:30PM



Turn from McDonald St to Princeton Ave West. Left turn on Rhodes St. Followed by a left on Harvard Ave

Reserved Parking for Church

START/FINISH

Parking for BAGS and other biz on College
 Police Ingress Egress
 extra support to manage safety soft closures

Fire Parking on Harvard



- Event Course/Area
- Parking
- Road Closure
- Detour Route
- Detour Signage



Convention & Visitors Bureau



City Clerk's Office
 3667 Main Street
 College Park, GA 30337
 O: (404) 669-3754 F: (404)669-3799
 mbrooks@collegetparkga.com

Off Premises/Special Events Permit Application

Required Documents:

- (1) Approval from College Park
- (2) Electronic application submittal to The Georgia Tax Center 10 days prior to start date of event www.dor.georgia.gov/special-event

Please complete below forms and return to the City Clerk's Office. The application will be considered at the first available City Council meeting. The Mayor and City Council meets the first and third Monday of every month at 7:30p.m. unless otherwise noted.

Applicant must request Special Event Permit 10 days prior to the start date of event. The City Clerk's Office will accept request with an earlier event start date but can make no guarantees that the Special Event Permit will be issued in time for the event.

Applicant and holder of the College Park Alcohol license are required to comply with all on-premise consumption regulations as set out in Chapter 3, Article 1 of the City of College Park, Code of Ordinances. Applicant and holder of the College Park Alcohol license must be in good standing with the City of College Park and all debts due and owing to the City must be paid prior to the issuance of any Special Events Permit. Both must be in compliance with all rules and regulations of the City of College Park, Code of Ordinances.

Section 1.

TO BE COMPLETED BY APPLICANT/EVENT ORGANIZER

Name of Applicant: ATL Airport District

Address: 2077 Convention Center Concourse; Ste. 260; College Park, GA 30337

Home Telephone # _____ Work# 404.334.7500

Cell # 770.231.2539 Best Contact to use: Cookie Smoak

E-mail address csmoak@atldistrict.com

Name of Location where event will be held: _____

Public Safety Parking Lot/ 3717 College St.; College Park, GA 30337

Type of Event: Bicycle Race & Family Festival

Address where event will be held: Various streets: See attached map

Section 2.

TO BE COMPLETED BY BUSINESS WITH COLLEGE PARK ALCOHOL LICENSE

Name of Business holding College Park Alcohol License: The Corner Grille, LLC

Address: 3823 Main St.; College Park, GA 30337

Contact Name: Annette Nabaa Phone # 404-767-1135

Please check the type of On-Premise Permit you are applying for:

- Beer/Wine
- Beer/Wine/Liquor

When will Special Event be held: Date: May 3, 2020

Time: Starting 8am Ending 8pm

State License Number? 0066240 Is State License in good standing? Yes No

I, Annette Nabaa, do solemnly swear, subject to criminal penalties for false swearing, that the statements and answers made by me to the foregoing questions in this application for a City of College Park Off-Premise/Special Event Permit for alcoholic beverages are true and correct and no false or fraudulent statements or answers are made herein to procure the granting of such permit. I understand that the issuance of a special events permit is a privilege. I understand that the City of College Park reserves the right to enforce any and all ordinances and further that it is my/our responsibility to conform to said ordinances in full. I hereby acknowledge that all requirements shall be adhered to. I am in receipt of the Alcohol Beverage Ordinance for the City of College Park. I can read the English language and I freely and voluntarily have completed this statement.

[Signature]
Applicant's Signature

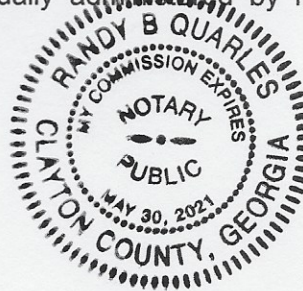
ANNETTE NABAA
Print Name

3-6-2020
Date

I hereby certify that Annette Nabaa signed his/her name to the foregoing application stating to me that he/she knew and understood all statements and answers made therein, and under oath actually administered by me, has sworn that said statements and answers are true and correct.

This 6 day of March, 2020

[Signature]
Notary Public Signature



City Clerk's Office
3667 Main Street
College Park, GA 30337

O: (404) 669-3754 F: (404) 669-3799
mbrooks@collegeparkga.com



CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 7977

DATE: March 9, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Mike Mason, Public Works Director

RE: Community Shred-It Day 2020

PURPOSE: Request to hold a College Park resident only "Community Shred-It Day" on April 25, 2020 between the hours of 9:00 am to 2:00 pm, at the Public Works Maintenance Facility located at 2233 Harvard Avenue.

REASON: To provide an opportunity for residents to have their personal papers/documents shredded and recycled at no charge. This event will be held in conjunction with the "College Park Recycles 2020"

RECOMMENDATION: Mayor and City Council approve for the Department of Public Works Sanitation Division to hold a resident only "Community Shred -It Day" on April 25, 2020 between the hours of 9:00 am to 2:00 pm, at the Public Works Maintenance Facility.

BACKGROUND: This event was last held in November 2019, where we collected and shredded 4.2 tons of personal papers and documents. Proof of residency will be required at the drop-off site, and all documents collected will be shredded on site.

COST TO CITY: None

BUDGETED ITEM: N/A

REVENUE TO CITY: None

CITY COUNCIL HEARING DATE: March 16, 2020

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: N/A

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: None

REQUIRED CHANGES TO WORK PROGRAMS: None

STAFF: Sanitation Division

ATTACHMENTS:

- Shred It Day 04-2020 (PPTX)

Review:

- Mike Mason Completed 03/09/2020 8:48 AM
- Rosyline Robinson Completed 03/09/2020 4:51 PM
- Terrence R. Moore Completed 03/11/2020 9:01 AM
- Mayor & City Council Pending 03/16/2020 7:30 PM

City of College Park Community Shred-It Day

WHAT IS REQUIRED
-Proof of residency
(ID or Bill)



WHAT TO SHRED:
- Paper, any color
- File folders, any color

No need to remove staples,
paper clips, rubber bands or
small binders.

Saturday, April 25, 2020

9:00AM to 2:00 PM

**2233 Harvard Avenue - Department of Public Works Maintenance Facility
"College Park residents only"**

Shredding is a quick and convenient way to dispose of your personal information in a manner that provides added security against Identity Theft - and it's great for the environment. This is a drive up service where you can watch your documents get carted to a large state of the art shredding machine for immediate destruction.

If you have any questions please contact the department of public works at (404) 669-3778





CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 7993

DATE: March 12, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Mike Mason, Public Works Director

RE: Household Hazardous Waste Day 2020

PURPOSE: To allow College Park residents the opportunity to dispose of stored chemicals, paints, solvents, fertilizers, pesticide products, fluorescent bulbs, batteries and other household toxins as part of “April 2019 Clean-Up Month”.

REASON: To prevent illegal dumping and chemical spills of stored household chemicals and to promote proper disposal of such hazardous materials.

RECOMMENDATION: Mayor and City Council approve the Department of Public Works to hold its annual Household Hazardous Waste Day 2020 drop off event in conjunction with “April Clean Up Month 2020”. Hazardous materials will be collected by a private hauler and properly dispose of to meet state and federal guidelines.

BACKGROUND: This will be the 13th year the City has sponsored the Household Hazardous Waste Day during “April Clean-Up Month”. The one-day event will be held Saturday, April 25, 2020 from 9:00 am to 2:00 pm at the Public Works Facility located at 2233 Harvard Avenue and Jamestown Plaza Parking lot located behind Charles E. Phillips Park.

As always, proof of residency will be required to participate in this event. Resident notification for this event will be done through posted signs, flyers, the City's website, and our cable channel.

YEARS OF SERVICE: N/A

COST TO CITY: 9,000.00

BUDGETED ITEM: Yes. Sanitation Landfill Charges Account # 540 4300 52 6120

REVENUE TO CITY: None.

REVENUE TO CITY: None.

CITY COUNCIL HEARING DATE: March 16, 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: Sanitation Division

ATTACHMENTS:

- HHWD Flyer - 2020 City of College Park (DOC)

Review:

- Mike Mason Pending
- Rosylene Robinson Pending
- Purchasing Pending
- Terrence R. Moore Pending
- Mayor & City Council Pending 03/16/2020 7:30 PM

HOUSEHOLD HAZARDOUS WASTE DAY IN THE CITY OF COLLEGE PARK



Household Hazardous Waste Day April 25, 2020 from 9:00 am – 2:00 pm

The following items will be collected free of charge at our drop off locations.
(The drop off locations are for College Park residents with proof of residency)

1. 2233 Harvard Avenue Public Works Facility
2. Jamestown Plaza parking area next to the Charles Phillips Park

We **will** collect the following at no charge:

- Paint
- Pesticides
- Herbicides
- Chlorine
- Aerosols
- Drain Cleaner
- Fluorescent Bulbs
- Auto and Household Batteries
- Insect and Rodent Killers
- Motor Oil / Transmission Fluid, etc.
- Electronics

**It is our pleasure to serve the citizens of College Park.
If you have any questions, please call the Department of Public Works at (404) 669-3778.**



CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 7982

DATE: March 12, 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 16, 2020

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: None

AFFECTED AGENCIES: None

STAFF: Office of the City Clerk

ATTACHMENTS:

- 2020 ORDINANCES (DOC)
- 2020 Resolutions (DOCX)

Review:

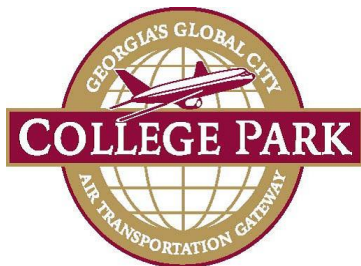
- Shavala Moore Completed 03/11/2020 7:18 PM
- Rosyline Robinson Completed 03/12/2020 8:51 AM
- Terrence R. Moore Completed 03/12/2020 9:47 AM
- Mayor & City Council Pending 03/16/2020 7:30 PM

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

<u>Number</u>	<u>Name</u>	<u>Adopted</u>
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	PENDING
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: 7978

DATE: March 10, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Michelle Alexander, City Planner

RE: Request to Set a Public Hearing for Consideration of an Annexation of 5391 West Fayetteville Road

PURPOSE: To set a Public Hearing for consideration of an annexation of a property located at 5391 West Fayetteville Road from Unincorporated Clayton County to the City of College Park.

REASON: The applicant is proposing to annex 4 parcels consisting of approximately 43 acres into the City of College Park. See the attached maps for reference. This item will be solely to decide on the annexation of this property. If the property is approved for annexation, then the next agenda item will be to rezone the property.

RECOMMENDATION: Planning Commission hear this application at their February 24th, 2020 meeting and recommended approval of the annexation.

BACKGROUND: The subject property is in Unincorporated Clayton County on the west side of West Fayetteville Road. The attached maps indicate that the property is surrounded by mostly office and institutional type uses as well as an apartment complex to the north. The owner would like to annex the property into the City of College Park and rezone to the PD-R - Planned Development Residential District. The applicant is proposing to build commercial space, townhomes, and multifamily residential units in two phases.

COST TO CITY: Staff is performing an estimate for expenditures to the City to be completed prior to the public hearing.

BUDGETED ITEM: N/A

REVENUE TO CITY: Staff is performing an estimate for revenues to the City to be completed prior to the public hearing.

CITY COUNCIL HEARING DATE: March 16th, 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 public hearing being set for April 6th, 2020

REQUIRED CHANGES TO WORK PROGRAMS: N/A

STAFF: Michelle Alexander

ATTACHMENTS:

- 5931W.FayettevilleRoadMaps (PDF)

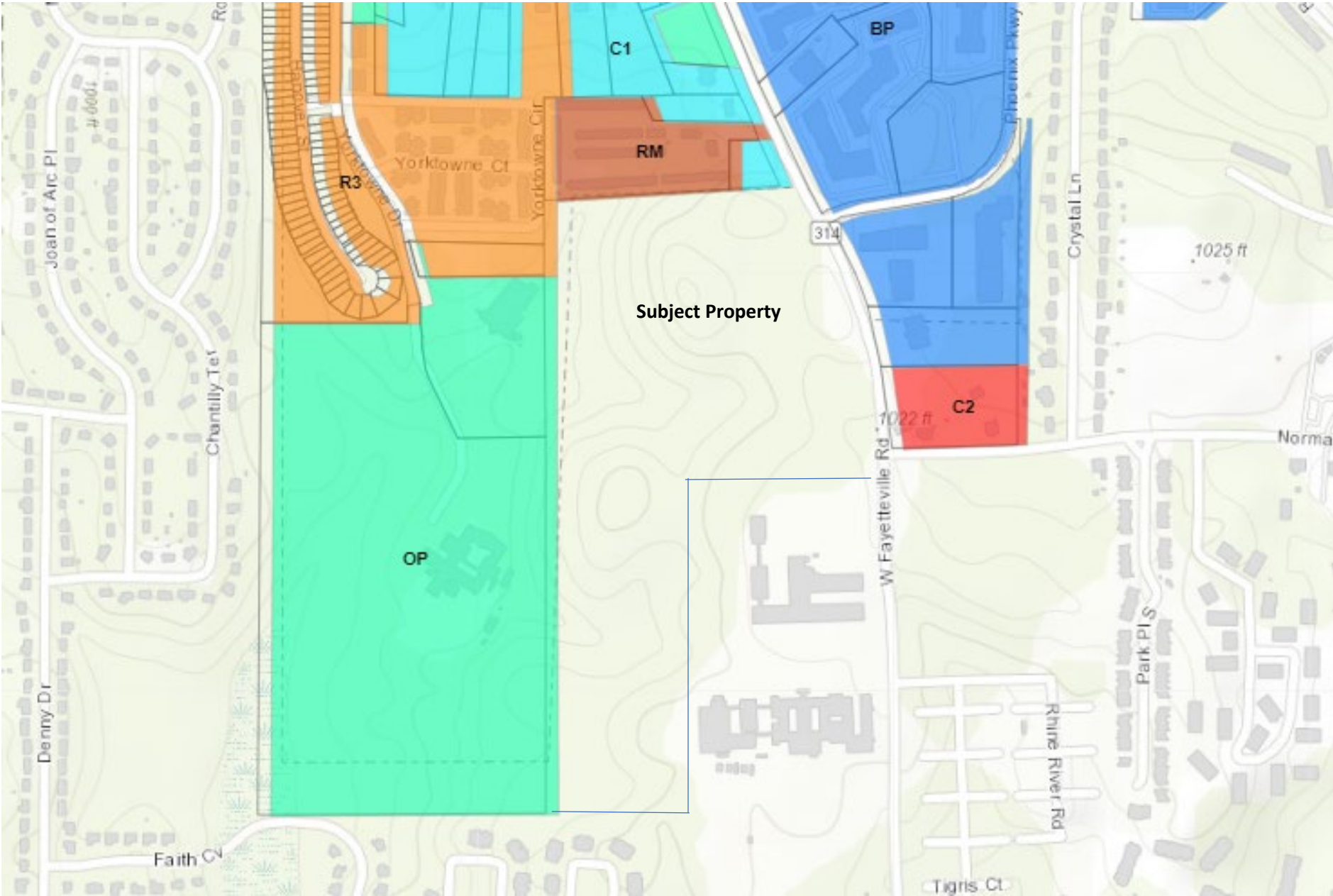
Review:

- Michelle Alexander Completed 03/06/2020 2:04 PM
- Inspections Completed 03/06/2020 3:46 PM
- City Attorney's Office Completed 03/06/2020 4:04 PM
- Rosyline Robinson Completed 03/09/2020 3:19 PM
- Terrence R. Moore Completed 03/09/2020 4:20 PM
- Mayor & City Council Pending 03/16/2020 7:30 PM

Clayton County Zoning Map



College Park Zoning Map





CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 7979

DATE: March 12, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Michelle Alexander, City Planner

RE: Request to Set a Public Hearing for Consideration of a Rezoning of 5391 West Fayetteville Road

PURPOSE: To set a Public Hearing for consideration of a rezoning of an annexed property located at 5391 West Fayetteville Road to the PD-R Planned Development - Residential Zoning District.

REASON: After annexing a property into the City limits, Mayor and Council is asked to designate the proper zoning for the parcel(s). The applicant is proposing to rezone the property is PD-R: Planned Development Mixed Use.

RECOMMENDATION: Staff recommends that the Public Hearing be set for April 6th, 2020.

BACKGROUND: The owner would like rezone the subject property to the PD-R - Planned Development Residential District. The applicant is proposing to build commercial space, townhomes, and multifamily residential units in two phases. Additionally, the applicant has various developments around the Atlanta area and has offered to provide tours or showings to members of the Council who might be interested in viewing their properties.

The parcels will be development in Two Phases with the first phase to begin as soon as possible. Phase one of the development will include approximately 250 apartment units, 36 townhome units, and 9,000 square feet of commercial space. Please see attached staff report for additional information.

COST TO CITY: Staff is performing an estimate for expenditures to the City to be completed prior to the public hearing.

BUDGETED ITEM: N/A

REVENUE TO CITY: Staff is performing an estimate for revenues to the City to be completed

prior to the public hearing.

CITY COUNCIL HEARING DATE: March 16th, 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 public hearing being set for April 6th, 2020

REQUIRED CHANGES TO WORK PROGRAMS: N/A

STAFF: Michelle Alexander

ATTACHMENTS:

- 5391WFayettevilleRd_StaffReportUpdate (PDF)
- 1938 Courtyard Rendering (PDF)
- 1938 Retail Rendering (PDF)

Review:

- Michelle Alexander Completed 03/06/2020 2:24 PM
- Inspections Completed 03/06/2020 3:47 PM
- City Attorney's Office Completed 03/06/2020 4:12 PM
- Rosyline Robinson Completed 03/10/2020 8:26 AM
- Terrence R. Moore Completed 03/11/2020 9:01 AM
- Mayor & City Council Pending 03/16/2020 7:30 PM



College Park Planning Commission
City of College Park

Findings: The parcels will be development in Two Phases with the first phase to begin as soon as possible. Phase one of the development will include approximately 250 apartment units, 36 townhome units, and 9,000 square feet of commercial space. The submitted preliminary site plan shows the commercial space to be located on the bottom floor along West Fayetteville road with apartment units on top of these spaces. The spaces will be catered to small scale restaurant and retail space. The applicant has also agreed to carve out a parcel for standalone commercial space at the entrance to the development. The apartment units will include one, two, and three-bedroom units.

The development will have units set aside for affordable housing and be focused on a range of different income levels. As a result, the developer is committed to a 30-year ownership and management of the property. A full-time, on-site management and maintenance team will also be provided for the duration of the developer's ownership. A community gathering space will be provided according to the site plan as well as an outdoor amenity space.

Some concerns about the development include an abandoned apartment complex, West Cove Apts. (92 units), which abuts this property to the North. These apartments were shut down for health reasons by the City. The building and inspections department is working closely with the owner of this property to resolve any issues and demolition the buildings. This property is currently zoned RM – Multifamily Residential and could be redeveloped for apartments or other multifamily in the future.

There have also been some concerns from the community about traffic on West Fayetteville Road. It is possible that traffic could be impacted by a development of this magnitude. The applicant has agreed to provide a traffic study to address these concerns. The results of this study will help to inform possible solutions should the traffic study reveal significant impact.

Conclusion: The proposed use for the property is unlikely to affect surrounding properties due to the generally similar or more intense adjacent uses. The area would benefit from the mixed-use development given Clayton County's designated future land use for the area as well as the proposed commercial space along West Fayetteville Road and the mix of unit sizes in the development.

Recommendation: The City Planner recommends approval of the development with the following conditions.

1. The development is appropriately setback from West Fayetteville Road to allow for Georgia DOT required right of way should the road be widened in the future.
2. The two entrances off West Fayetteville Road to be lined up with existing curb cuts and approved by GDOT.
3. The applicant provides safe pedestrian access to the adjacent elementary and middle school property via trail or sidewalk with permission of school officials.
4. The applicant provides at least two amenities in the form of a community clubhouse, enhanced open space, pocket park, dog park, pool facility, walking trail, or another approved amenity by the City Planner.
5. The stormwater management area is beautified with appropriate plantings and maintained as an enhanced open space.

**College Park Planning Commission**

City of College Park

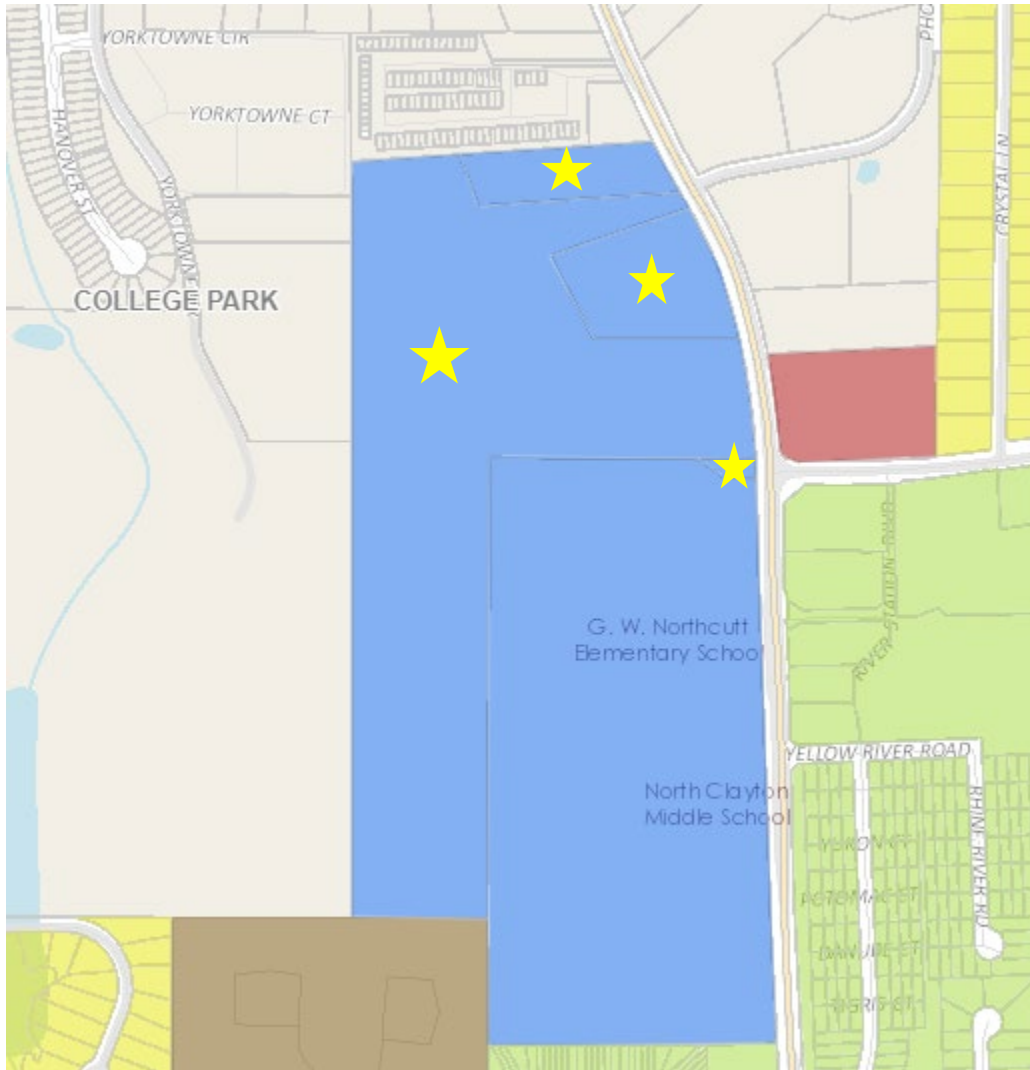
6. The development has a full-time property manager on-site and an on-site maintenance department.
7. The architectural façade materials for both commercial and residential properties are limited to brick, stucco, or fiber cement and specific façade design options are approved during the Planned Development review process.
8. The commercial space will front West Fayetteville with parking provided in the rear.
9. The applicant provides a landscape plan including specifics on the types of plantings to be approved during the Planned Development review process.
10. The existing sidewalk along West Fayetteville will be included in the overall landscape plan and connected via additional walkways to the ground level commercial spaces.

Attachments:

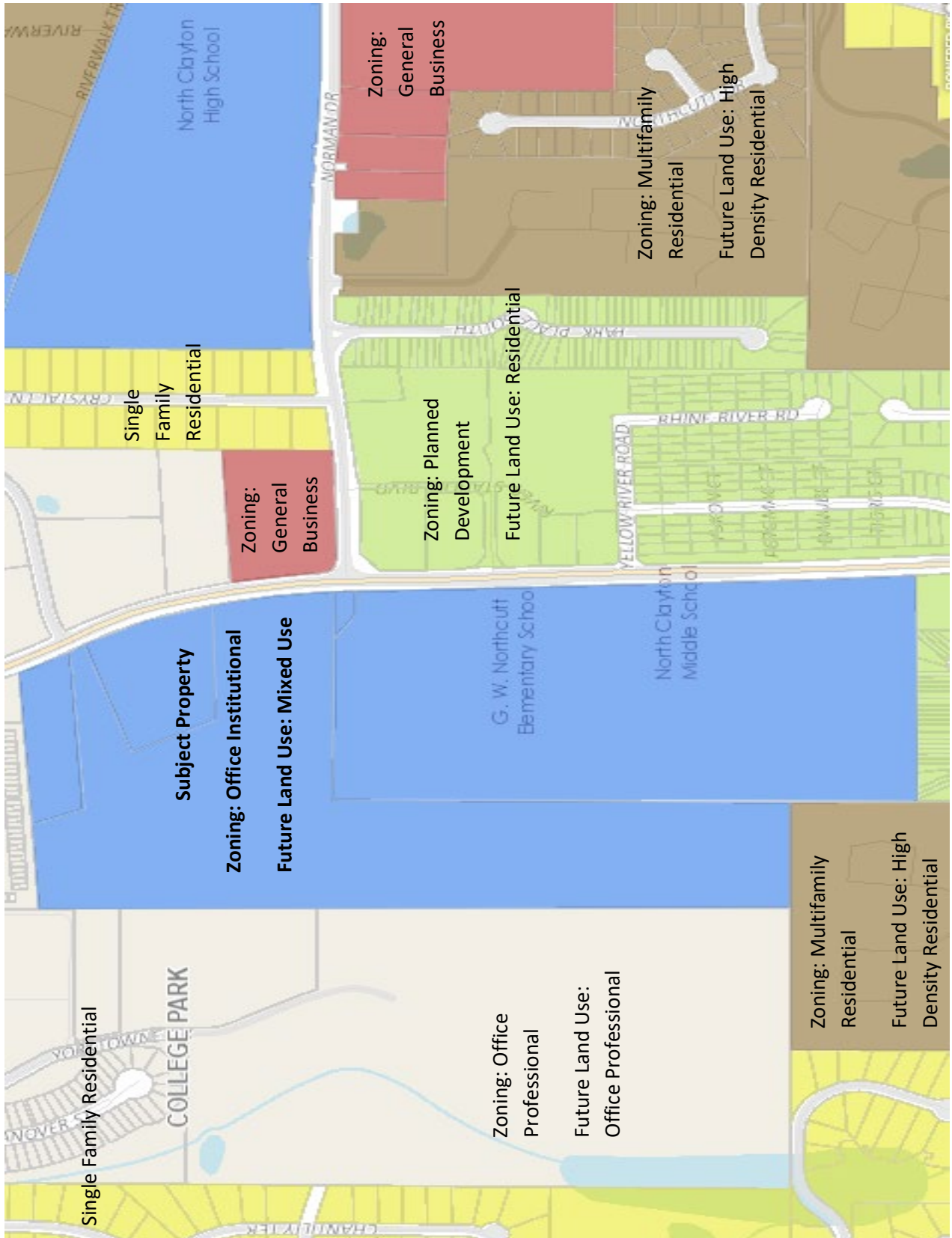
- Maps of the property
- Photos of the property
- Application package
- Examples of other properties: <https://www.park9apts.com/>

Maps

Subject Property



Clayton County Zoning Map



Photos



Intersection of Norman Drive and West Fayetteville Road – subject property is trees to the right



Intersection of Phoenix Parkway and West Fayetteville Road







RETAIL SIGNAGE

SIGNAGE

Retail Signage



CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 7959

DATE: March 9, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Michelle Alexander, City Planner

RE: Public Hearing to Reconsider a Conditional Use Permit at 5134 Old National Hwy

PURPOSE: Public Hearing for consideration of a Conditional Use Permit at 5134 Old National Highway to allow for a place of worship in the BP - Business Park Zoning District.

REASON: The applicant would like open a place of worship at the subject property. The applicant is applying for a Conditional Use Permit from Mayor and Council to allow this use in the BP Zoning District.

RECOMMENDATION: Staff recommends approval of the Conditional Use Permit.

BACKGROUND: The subject property is currently zoned BP- Business Park, which does not allow for a place of worship as a permitted use. The applicant plans to purchase the entire property and renovate the space to meet the needs of Greater St. Stephen - Changing a Generation.

COST TO CITY: N/A

BUDGETED ITEM: N/A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: March 16th, 2020

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: N/A

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: The approval of this

CUP would result in approval for this use at this specific property.

REQUIRED CHANGES TO WORK PROGRAMS: N/A

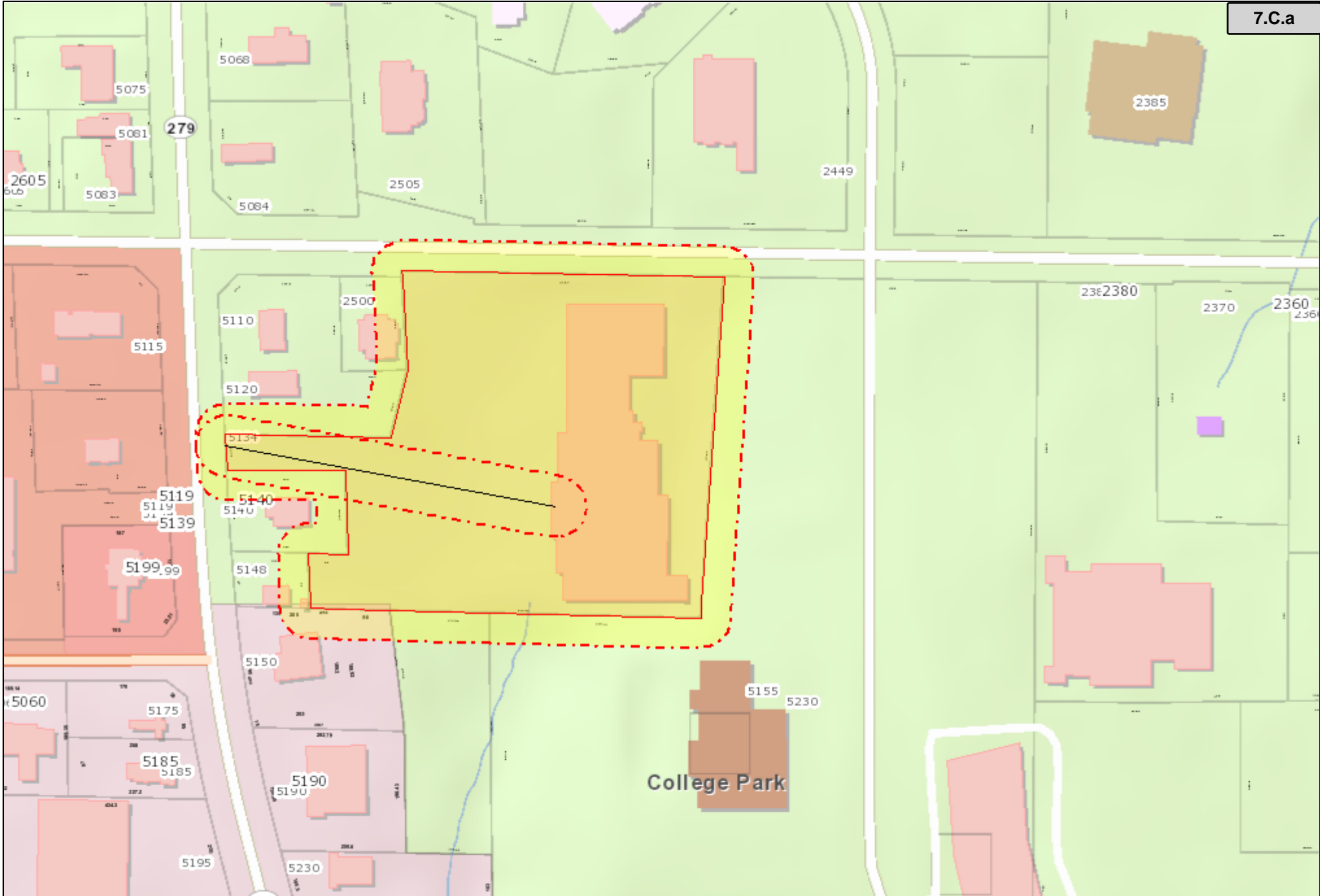
STAFF: Michelle Alexander

ATTACHMENTS:

- 5134 ONH 50 feet buffer map (alcohol by drink) (PDF)
- 5134 ONH 250 yard buffer map (alcohol retail) (PDF)
- 5134 OldNationalHwy_StaffReport3.16.20 (PDF)

Review:

- | | | |
|------------------------|-----------|--------------------|
| • Michelle Alexander | Completed | 03/09/2020 8:53 AM |
| • Rosyline Robinson | Completed | 03/09/2020 3:18 PM |
| • Terrence R. Moore | Completed | 03/09/2020 4:20 PM |
| • Mayor & City Council | Pending | 03/16/2020 7:30 PM |



0 0.035 0.07 0.105 mi

Date: 11/26/2019

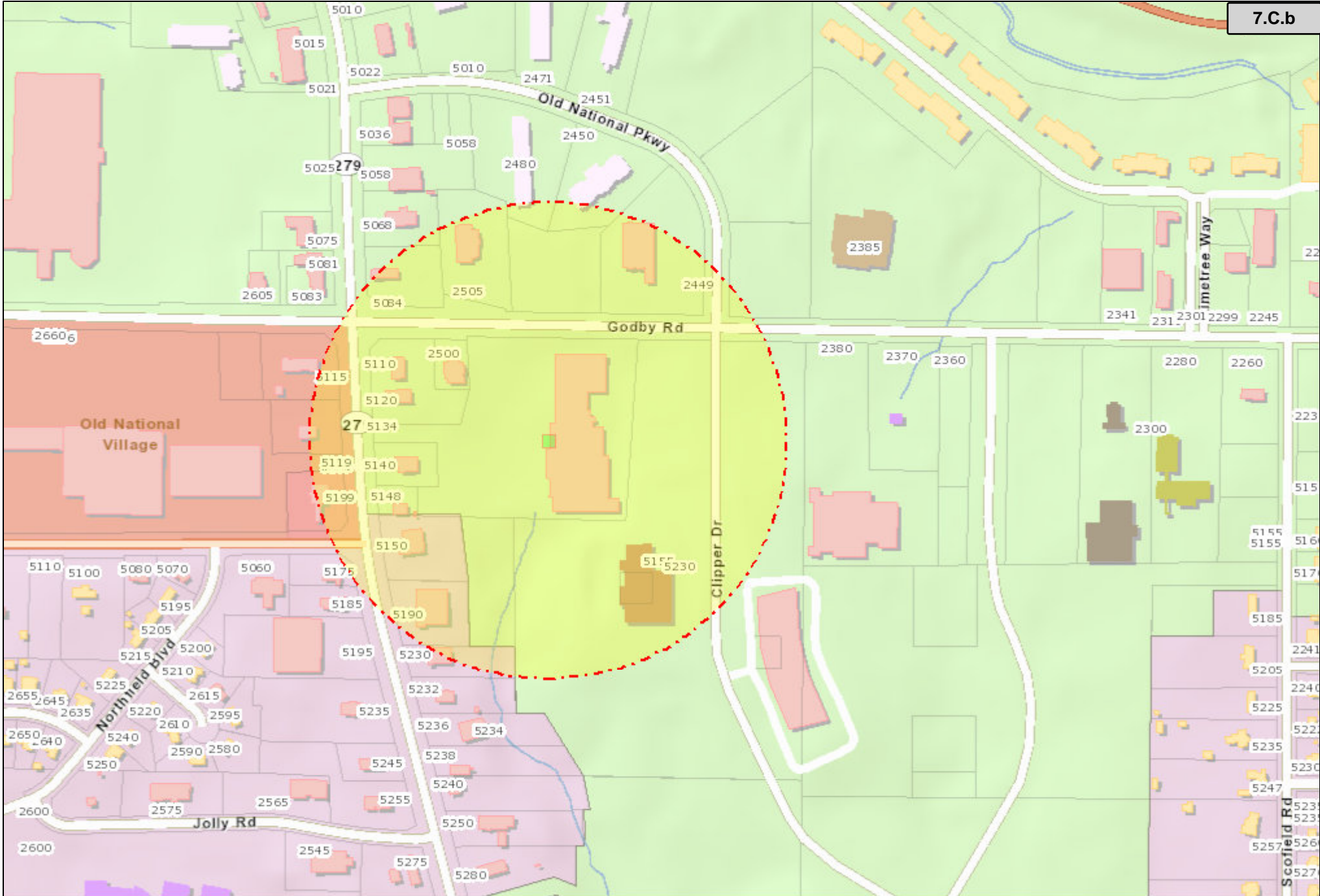
Map Size: 8.5x11 (LETTER)

Fulton County GIS

Fulton County provides the data on this map for your personal use "as is". The data are not guaranteed to be accurate, correct, or complete. The feature locations depicted in these maps are approximate and are not necessarily accurate to surveying or engineering standards. Fulton County assumes no responsibility for losses resulting from the use these data, even if Fulton County is advised of the possibility of such losses



Prepared By
 GIS Section
 Department of IT



0 0.07 0.14 0.21 mi

Date: 11/26/2019

Map Size: 8.5x11 (LETTER)

Fulton County GIS

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Prepared By
GIS Section
Department of IT



College Park Planning Commission
City of College Park

Evaluation Prepared by: Michelle M. Alexander, City Planner
Council Meeting Public Hearing: March 16th, 2020

Applicant: Greater St. Stephen

Subject Property: 5134 Old National Highway, College Park, GA 30349 **Parcel:** 130068LL1373

Request: Application of Greater St. Stephen Church for a Conditional Use Permit to have a place of worship in the BP zoning district at 5134 Old National Highway, College Park, GA 30349.

Current Land Use: Multiple – Described Below **Current Zoning:** BP – Business Park

Future Land Use Plan: Suburban Office

Surrounding Zonings:

	Current Zoning	Current Land Use
North	BP – Business Park	Restaurants
East	BP – Business Park	Vacant, Parking
South	BP – Business Park	Flight School
West	C1 – Neighborhood Business District	Restaurants

Background: The subject property is currently zoned BP- Business Park, which does not allow a place of worship as a permitted use. There is a place of assembly present on the property, but it only occupies one suite in the building, and appears to be a legally non-conforming use. Non-conforming uses cannot be expanded, and therefore the applicant requires their own Conditional Use Permit for the proposed use.

Findings: The subject property is located on a 7.2-acre lot with direct access to Old National Hwy and Godby Road as well as internal access to several surrounding properties. The original use of the building was a grocery store with an attached strip mall. Currently, the building is split into several suites that are leased out for different uses including, a place of assembly, a school, a banquet hall, and a café. As seen on the attached maps and photos, the current property is surrounded by a variety of commercial uses.

The applicant is proposing to purchase the entire property and renovate the current structure, including all the suites, for a place of worship. Based on the plans submitted in the application, there will be renovations to the



College Park Planning Commission
City of College Park

interior and exterior of the building. The new space will include a large space for the main services, as well as classrooms, administrative offices, and commercial kitchen for the church's community activities.

According to their website, The Greater St. Stephen Church is a well-established parish in the southeast with a location in the Atlanta area. The organization has provided paperwork documenting their intent and ability to purchase the property as well as preliminary architectural plans showing the proposed renovations. Please see attached application package for reference.

Due to alcohol sales regulations within College Park, the addition of a place of worship in this area would impact surrounding businesses. There is one package store within 250 yards of the property that would be impacted. This store would have grandfather status moving forward, but the addition of a place of worship would prevent any additional package stores or other alcohol retail sales within 250 yards. In addition, there are several other properties within 50 feet of the property in which alcohol sales by drink would be prohibited. Currently, none of the businesses within 50 feet of the property sell alcohol by the drink, but these properties would be restricted from this use in the future. Also see the two attached maps showing these defined boundaries.

Conclusion: After reviewing the application and applicable ordinances, it was determined that this is an appropriate location for this use. The site meets the following provisions of the code applying specifically to a place of assembly: it is located on a lot fronting a major thoroughfare, it is located on a tract of land not less than two (2) acres in area and having a street frontage of not less than two hundred (200) feet, and it can meet the parking requirements set forth within this ordinance. However, the use does impose an impact on the surrounding uses due to regulations concerning alcohol sales.

Staff Recommendation: The City Planner recommends approval of the Conditional Use Permit.

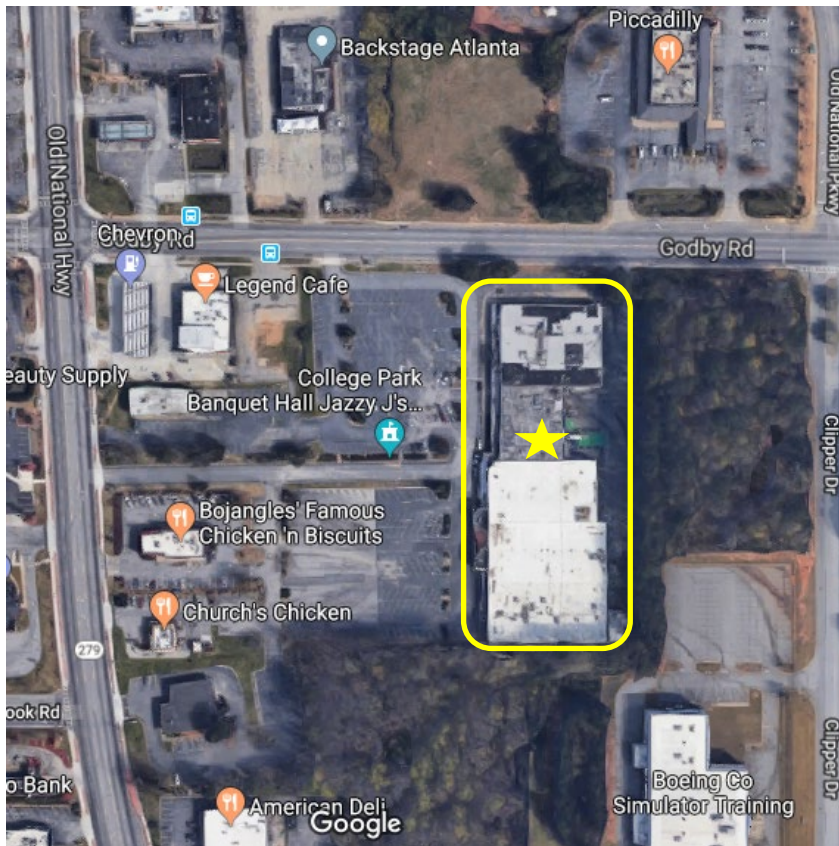
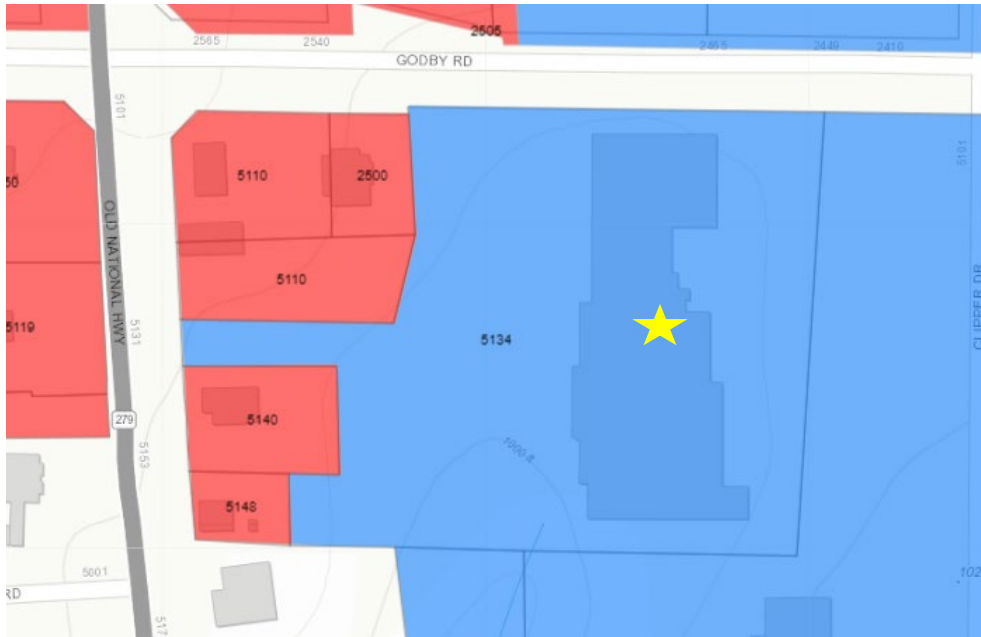
Planning Commission Recommendation from November 25th, 2019: Approval of the Conditional Use Permit. During the Planning Commission meeting concerns were expressed about the sale of alcohol in relation to the church, as a result additional maps have been added to show the 250-yard buffer for retail alcohol sales and the 50-foot buffer for alcohol by drink sales. The addition of the church will not affect any of the current businesses, however, it will prevent the addition of alcohol sales within these buffers. The Commission also expressed concerns about traffic in the area to which the applicant emphasized they would be hiring personnel to help mitigate this issue.

Mayor and Council Recommendation from December 2nd, 2019: Approval of the Conditional Use Permit with conditions. After reflection on the approval and conditions of this application, the council called a special hearing on December 9th, 2019 and decided to reconsider the approval and conditions of the application.

Attachments:

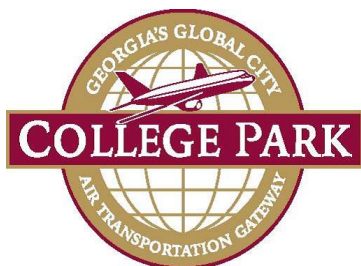
- Maps of the property
- Photos of the property
- Application package

Maps



Photos





CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 8002

DATE: March 9, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Mike Mason, Public Works Director

RE: Bulk Purchase of Replacement Fire Hydrants

PURPOSE: To purchase 20 fire hydrants in bulk to replace those that are damaged in the water distribution system.

REASON: To replaced to those fire hydrants that are inoperable and can not be repaired throughout the City. Also, to ensure the Water and Sewer Division has enough in stock to replace a hydrant should one become damaged at any given time.

RECOMMENDATION: Mayor and City Council approve of the purchase of 20 fire hydrants in the amount of \$27,779.80 from low bidder Fortline Waterworks.

BACKGROUND: During the year, the City's Fire Department conduct testing of all fire hydrants throughout the city and report those that have been damaged to the Water and Sewer Division for repair and/or replacement. In order to expedite this request the Water and Sewer Division needs to have an ample supply of fire hydrants available in order to assist in ensuring that fire protection is maintained.

YEARS OF SERVICE: 20+

COST TO CITY: \$27,779.80

BUDGETED ITEM: Yes. Water and Sewer Account # 505-4400-52-5790-Distribution System

REVENUE TO CITY: None

CITY COUNCIL HEARING DATE: March 16. 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 and Sewer Staff

ATTACHMENTS:

- Agenda Memo ID #2020-8002 - ITB – AWWA C502 FIRE HYDRANTS - 030520 (PDF)

Review:

- Mike Mason Completed 03/09/2020 9:32 AM
- Purchasing Completed 03/09/2020 9:52 AM
- Rosylene Robinson Completed 03/09/2020 2:53 PM
- Finance Completed 03/11/2020 9:20 AM
- Terrence R. Moore Completed 03/11/2020 9:52 AM
- Mayor & City Council Pending 03/16/2020 7:30 PM



CITY OF COLLEGE PARK

PO BOX 87137 • COLLEGE PARK, GA 30337 • (404) 767-1537

AGENDA MEMORANDUM NO. 2020-8002

DATE: MARCH 9, 2020

TO: OFFICE OF THE CITY MANAGER

FROM: WILLIS MOODY, PURCHASING COORDINATOR

SUBJECT: ITB - AWWA C502 FIRE HYDRANTS - 030520
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: AWWA C502 Fire Hydrants

Budgeted item(s): This project was budgeted for the current fiscal

Recommendations: Fortiline Waterworks is recommended at \$41,669.70 this project

Explanation of recommendation in full:

This RFP was advertised in the South Fulton Neighbor for two (2) weeks beginning February 17, 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 February 17, 2020 thru the close on March 5, 2020.

There was an official bid opening scheduled for Tuesday, March 5, 2020 at 10:00 am held at City Hall in the Administrative Conference Room.



CITY OF COLLEGE PARK

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Tabulation Matrix

ITB – AWWA C502 FIRE HYDRANTS - 030520

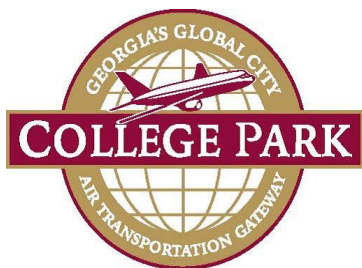
	Company Name	Bid Amount	Minority Y/N Class	Is your compan y located in CP	Previous Work w/CP?
1	Fortiline Waterworks (30 hydrants)	\$41,669.70	N	N	Y
2	Ferguson Waterworks (30 hydrants)	\$49,925.70	N	Y	Y
3	Consolidated Pipe & Supply (30 hydrants)	\$52,980.00	N	N	N
4					
5					

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: 7987

DATE: March 11, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Mercedes Miller, Convention Center Executive Director

RE: GICC Capital Equipment Purchase of Scissor Lift from Single Source Vendor

PURPOSE: To seek approval by Mayor and Council to purchase a 32' Electric Scissor Lift in the amount of \$24,283.91. This item was priced through the State contractor H&E Equipment Services who has provided the same type of equipment in the past. The equipment description is attached. This is a budgeted item.

REASON: To provide the necessary equipment ensuring maximum productivity to transport materials.

RECOMMENDATION: Approval by Mayor and Council of the purchase.

BACKGROUND: See attachments

YEARS OF SERVICE: N/A

COST TO CITY: \$24,283.91

BUDGETED ITEM: Yes. Acct. #555-4970-54-7640

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: March 16, 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:****ATTACHMENTS:**

- Director's Memorandum for Scissor Lift.3.6.20 (PDF)
- H&E Quote GICC Scissorlift.3.6.20 (PDF)
- Acceptance and Award-Terex 041719 (PDF)
- Agenda Memo ID #2020-7987 - 32 FT Electric Scissor Lift (PDF)

Review:

- Mercedes Miller Completed 03/10/2020 3:12 PM
- Purchasing Completed 03/10/2020 3:19 PM
- Finance Completed 03/11/2020 9:18 AM
- Rosyline Robinson Completed 03/11/2020 9:46 AM
- Terrence R. Moore Completed 03/11/2020 9:51 AM
- Mayor & City Council Pending 03/16/2020 7:30 PM

DATE: March 6, 2020
TO: Honorable Mayor and Council
THROUGH: Terrence Moore, City Manager
FROM: Mercedes Miller, Executive Director
SUBJECT: Electric Scissor Lift – Single Source Capital Purchase Request

Mercedes Miller

The purpose of this memorandum is to seek your approval to purchase a 32' Electric Scissor Lift. The total expense is \$24,283.91. The recommended vendor, H&E Equipment Services, is a state contracted provider approved by purchasing and has provided other similar equipment for use at the GICC. Please contact me if you have any questions. See the attached quote for consideration. This is a budgeted item.



QUOTATION

5355 Morse Drive
Decatur GA, 30035

Date: 02/20/2020
Quote Number: S-JB2678
Expiration Date: 03/20/2020

Customer

CITY OF COLLEGE PARK
3667 Main St
Atlanta, GA 30337-2699

Cust. Contact:

Sales Representative: Justin Bebout

Cell: 678-237-3949

Model	Description	Price
2020 GENIE - GS3232	32 FT ELECTRIC SCISSORLIFT	\$24,283.91
Total:		\$24,283.91

Notes

Quote includes del of machine

This quotation reflects present prices, but is subject to adjustment based on manufacturer's price increases and availability. Whether or not specifically set forth, this quotation is subject to any applicable federal, state, and local taxes and freight charges. This quotation is subject to any and all manufacturer's warranties respectively applicable to new equipment and is subject to the limitations and conditions of those warranties. No other warranties are implied or offered by H&E Equipment Services, Inc. unless specifically outlined on the face of this quotation. This quotation is subject to change without notice. This quotation is an invitation to offer and not binding until acceptance by H&E Equipment Services, Inc.'s Branch Manager. Unless otherwise stated, quotation expires on the Expiration Date listed on this quote and may be modified or withdrawn by H&E prior to acceptance.

For sale of rental fleet, Buyer is hereby notified that H&E has assigned its rights (but not its obligations) in this agreement to sell the equipment described herein to H&E Equipment Exchange LLC, a qualified intermediary, as part of a Section 1031 exchange.

Any quoted interest rates and payment are subject to availability and credit approval. Payment Amounts do not include applicable taxes or fees.

H&E Branch Manager Acceptance:

Customer Acceptance of this proposal:

Signed: _____

Signed: _____

Date: _____

Date: _____

Purchase Order: _____

FORM E
CONTRACT ACCEPTANCE AND AWARD



(Top portion of this form will be completed by Sourcewell if the vendor is awarded a contract. The vendor should complete the vendor authorized signatures as part of the RFP response.)

Sourcewell Contract #: 041719-TER

Proposer's full legal name: Terex USA, LLC

Based on Sourcewell's evaluation of your proposal, you have been awarded a contract. As an awarded vendor, you agree to provide the products and services contained in your proposal and to meet all the terms and conditions set forth in this RFP, in any amendments to this RFP, and in any exceptions that are accepted by Sourcewell.

The effective date of the Contract will be June 17, 2019 and will expire on June 17, 2023 (no later than the later of four years from the expiration date of the currently awarded contract or four years from the date that the Sourcewell Chief Procurement Officer awards the Contract). This Contract may be extended for a fifth year at Sourcewell's discretion.

Sourcewell Authorized Signatures:

DocuSigned by:
Jeremy Schwartz
COFDZA139D06489...
SOURCEWELL DIRECTOR OF OPERATIONS AND
PROCUREMENT/CPO SIGNATURE

Jeremy Schwartz
(NAME PRINTED OR TYPED)

DocuSigned by:
Chad Coauette
7E42BBF817A64CC...
SOURCEWELL EXECUTIVE DIRECTOR/CEO SIGNATURE

Chad Coauette
(NAME PRINTED OR TYPED)

Awarded on June 14, 2019

Sourcewell Contract # 041719-TER

Vendor Authorized Signatures:

The Vendor hereby accepts this Contract award, including all accepted exceptions and amendments.

Vendor Name TEREX USA, LLC

Authorized Signatory's Title REGIONAL SALES MANAGER

[Signature]
VENDOR AUTHORIZED SIGNATURE

MARK DUCKWALL
(NAME PRINTED OR TYPED)

Executed on July 22, 2019

Sourcewell Contract # 041719-TER



CITY OF COLLEGE PARK

PO BOX 87137 • COLLEGE PARK, GA 30337 • (404) 767-1537

AGENDA MEMORANDUM NO. 2020-7987

DATE: MARCH 10, 2020

TO: OFFICE OF THE CITY MANAGER

FROM: WILLIS MOODY, PURCHASING COORDINATOR

SUBJECT: 32 FT ELECTRIC SCISSOR LIFT

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: 32 FT Electric Scissor Lift

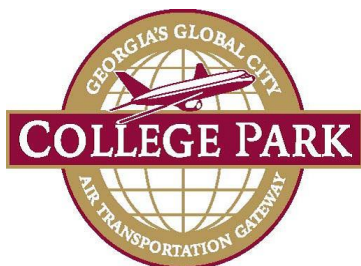
Budgeted item(s): This project was budgeted for the (current) fiscal

Recommendations: H&E Equipment Services is recommended at \$24,283.91 for this purchase

Explanation of recommendation in full:

The Georgia International Convention Center (GICC) is in need of an electric scissor lift with to move and transport materials. Terex Corporation is a global manufacturer of lifting and material processing products and services delivering lifecycle solutions that maximize customer return on investment. Major Terex brands include Terex, Genie and Powerscreen.

H&E Equipment Services is an authorized local reseller of Genie, a Terex USA, LLC. Brand equipment, under the current Sourcewell (NJPA) contract #041719-TER.



CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 7974

DATE: March 12, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Artie Jones, Director of Economic Development

RE: Main Street Lighting Project

PURPOSE: Consideration of and action on a request from Director of Economic Development Artie Jones, III, for authorization to allow Main Street Manager Renee Coakley to move forward with the purchase and installation of decorative lighting on Main Street from Harvard Avenue to John Wesley Avenue.

REASON: This lighting project will enhance the beauty of this section of Main Street, it will improve the perception of safety along this section of Main Street and will be effective for holiday events and outdoor activities.

RECOMMENDATION: The attached matrix shows the company Lights Over Atlanta as the low bidder for this project and it is recommended for approval.

BACKGROUND: See attached tabulation matrix submitted by Willis Moody, Purchasing/Fleet Administrator.

YEARS OF SERVICE: N/A

COST TO CITY: \$24,118.60

BUDGETED ITEM: Yes. Account# 558.4985.52.6130

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: March 16, 2020

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: None

AFFECTED AGENCIES: None

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: None

STAFF: Renee Coakley, Main Street Manager
Artie Jones, III Economic Development Director
Willis Moody, Purchasing

ATTACHMENTS:

- Agenda Memo ID #2020-7974 - ITB - LED LIGHTS ON MAIN - 021820 (PDF)

Review:

- Artie Jones Completed 03/02/2020 7:25 PM
- Purchasing Completed 03/03/2020 8:24 AM
- Finance Completed 03/11/2020 9:15 AM
- Rosyline Robinson Completed 03/11/2020 9:47 AM
- Terrence R. Moore Completed 03/11/2020 9:51 AM
- Mayor & City Council Pending 03/16/2020 7:30 PM



CITY OF COLLEGE PARK

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AGENDA MEMORANDUM NO. 2020-7974

DATE: MARCH 3, 2020

TO: OFFICE OF THE CITY MANAGER

FROM: WILLIS MOODY, PURCHASING COORDINATOR

SUBJECT: ITB - LED LIGHTS ON MAIN STREET INSTALLATION - 021820
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: LED Lights on Main Street Installation

Budgeted item(s): This project was budgeted for the current fiscal

Recommendations: Lights Over Atlanta is recommended at \$24,118.60 for this project

Explanation of recommendation in full:

This RFP was advertised in the South Fulton Neighbor for tow (2) weeks beginning February 3, 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 February 3, 2020 thru the close on February 18, 2020.

There was an official bid opening scheduled for Tuesday, February 18, 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 – LED LIGHTS ON MAIN STREET INSTALLATION – 021820

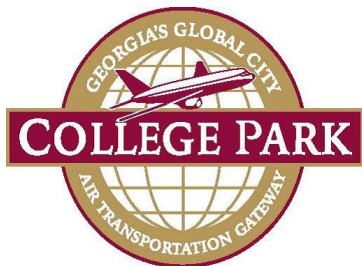
	Company Name	Bid Amount	Minority Y/N Class	Is your company located in CP	Previous Work w/CP?
1	Lights Over Atlanta	\$24,118.60	Y (FBE, AABE)	N	N
2	Cornatzer & Associates	\$34,294.00	N	N	N
3	NuEnergy Atlanta Electrical	\$142,204.00	Y (AABE)	N	N
4	ALL-N-1 Security	\$162,805.00	Y (AABE)	N	Y
5					

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: 8015

DATE: March 11, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Gerald Walker, Director of Communications

RE: Consideration of External Public Relations Contractual Services

(Update) As directed by Mayor and Council via City Manager Terrence Moore, the Communications Department worked in tandem with Willis Moody to update all finalists considered for Public Relations Services by providing them with additional clarity so as to not be charged. As such, all finalists were requested to update their bids to reflect (1) the understanding (clarification) of the City's Communications Department's capabilities and (2) an updated (presumably reduced) final bid that reflects a righteous cost adjustment. Please see attachment.

++++
 Public Relations Services - City of College Park, Georgia (From February 12, 2020)

Enclosed is a summary of bids for Public Relations Services for the City of College Park, submitted by deadline of October 29, 2019. The official bid included typical industry standards - **press releases, print advertisements, radio spots, television commercials, transit advertisements, internet, web, social media** and additional collateral coverage. College Park Communications currently performs some of these requests/tasks in-house.

The Communications Department wishes to assist Mayor and Council as it seeks to effectively execute a binding agreement. Please see the summary notes for the three finalists identified below. I suggest that Mayor and Council identify a finalist based on these recommendations; staff will then engage with potential contractor to eliminate redundancies and summarize final cost terms.

Proposal - Phase 3 Media Contact: Bianca.Beran@phase3mc.com
[<mailto:Bianca.Beran@phase3mc.com>](mailto:Bianca.Beran@phase3mc.com)

Web: www.phase3mc.com <<http://www.phase3mc.com>> Bid range total: \$140,700 - \$181,200

Summary: Phase 3's public relations services are broad and creative; after an examination of

their specifics, I would rate them as a finalist to serve the City of College Park, GA in the capacity of public relations. Over the past few years, they've familiarized themselves with the City of College Park via work with the DMO, the Arena at the Gateway Center and as the City of College Park's public relations contractor.

Positives: Phase 3 appears to be well equipped to perform a list of services; organizational structure appears to be top notch...their bid describes highly specified tasks, such as (1) an Immersion Session - where stakeholders are briefed/vetted to ascertain the basic needs, goals and the criteria to measure a successful campaign. (2) Event planning, (3) media buying and reporting.

Phase 3's bid indicates they will not farm out any services to a subcontractor.

Proposal - Pineapple Public Relations Contact: Deborah Stone dstone@pineapple-pr.com <<mailto:dstone@pineapple-pr.com>> Web: www.pineapple-pr.com <<http://www.phase3mc.com>>
Bid range total: \$94,700 - \$127,000

Summary: Pineapple PR's bid contains a vast array of services rendered to city governments, vacation destinations, DMOs and tourism boards. They also specialize in working with local-city-state economic development outfits. Additionally, their work has a more millennial feel and outcome; concentrating on "target pitching" as opposed to press releases. Within this concept, they launch pitch campaigns to connect with "influencers" (spokespersons who dominate social media/web with "viral" campaigns).

Positives: In our discussion, Pineapple PR disclosed some of the economic impacts on their clients, including nearly \$11 million in earned media value in advertising during a recent campaign. Pineapple PR enjoys 10-11 year relationship with multiple clients. Some of their current clients include, The Georgia Department of Economic Development, the Augusta Convention and Visitor's Bureau, Brunswick (NC) County Tourism Development Authority. They have also had the following cities among their clientele: Sandy Springs, Dunwoody and Alpharetta. Pineapple PR has disclosed that it will not seek contract vendors as part of their services for this bid.

Proposal - M320 Consulting Contact: Monica Coleman info@m320consultinggroup.com <<mailto:dstone@pineapple-pr.com>> Web: www.M320ConsultingGroup.com <<http://www.phase3mc.com>> Bid range/total: \$102,000

Summary: M320 Consulting features a traditional public relations approach that includes market research, campaigns, public relations, digital advertising and social media. The bid also clarifies the timeline for execution/launch of campaigns, as well as some analytic support. Their operational approach to crisis communications appears organized and structured. While their web hosting of live events appears progressive, I look forward to a more comprehensive,

increased emphasis on creative communications - more electronic, cloud, web influencers.

Positives: M320 included case studies in its bid package. From this information, I concluded that M320 has requisite expertise in working directly with and for city governments. The bidder has robust experience working with other top-notch clients: PepsiCo, Home Depot, to name a few. Their standard level of media scope and delivery is outstanding, including structure, organization and mission objectives.

ATTACHMENTS:

- PR Bid Finalists Update (PDF)
- Tabulation - RFP PUBLIC RELATIONS SERVICES - 102919 (PDF)

Review:

- Gerald Walker Completed 03/11/2020 1:31 PM
- Rosyline Robinson Completed 03/11/2020 2:10 PM
- Terrence R. Moore Completed 03/11/2020 5:10 PM
- Mayor & City Council Pending 03/16/2020 7:30 PM



City of College Park

PO Box 87137 - College Park, GA 30337
(404)-767-1537

Tabulation Matrix

RFP – PUBLIC RELATIONS SERVICES – 102919
(point of clarification)

	Company Name	Bid Amount	Minority Y/N Class	Is your company located in CP	Previous Work w/CP?
1	M320 Consulting (Austell, GA)	\$92,400.00	Y (AABE)	N	N
2	Phase 3 Marketing & Communications (Atlanta, GA)	\$101,850.00	N	N	Y
3	KDR Consulting (Atlanta, GA)	\$150,000.00	Y (AABE)	N	Y
4	Pineapple Public Relations (Chamblee, GA)	Non-respondent	N	N	N
5					

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

PO Box 87137 - College Park, GA 30337
(404)-767-1537

Tabulation Matrix

RFP – PUBLIC RELATIONS SERVICES - 102919

	Company Name	Bid Amount	Minority Y/N Class	Is your company located in CP	Previous Work w/CP?
1	Nicole Ford & Co (Yukon, OK)	\$74,670.00	Y (FBE)	N	N
2	Pineapple Public Relations (Chamblee, GA)	\$94,000.00 - \$127,000.00	N	N	N
3	M320 Consulting (Austell, GA)	\$102,000.00	Y (AABE)	N	N
4	K & L Consulting, LLC (College Park, GA)	\$113,000.00	Y (AABE)	Y	Y
5	Blueprint Creative Group (McDonough, GA)	\$137,000.00	Y (FBE)	N	N
6	Phase 3 Marketing & Communications (Atlanta, GA)	\$140,710.00 - \$181,200.00	N	N	Y
7	KDR Consulting (Atlanta, GA)	\$150,000.00	Y (AABE)	N	Y
8	Infiniti Global Media (Atlanta, GA)	\$567,576.00	Y (AABE)	N	N
9	Octane, LLC (Washington, DC)	\$0.00 (no cost proposal in packet)	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:

African American Business Enterprise (AABE)

Hispanic Business Enterprise (HBE)

Female Business Enterprise (FBE)

Asian Business Enterprise (ABE)

Native American Business Enterprise (NABE)

City of College Park
Willis Moody
Purchasing/Fleet Administrator
College Park, GA



CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 7976

DATE: March 12, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Jackson Myers, Special Projects Administrator

RE: Renaming of Roosevelt Highway/US 29 to Main Street

PURPOSE: Requested by Councilman Roderick Gay, Ward 4, to bring this matter before our City Mayor and City Council for renaming Roosevelt Highway to Main Street.

REASON: During the February 17th Regular Session, College Park's Honorable Mayor and Council directed staff to proceed with notification of property owners and businesses that will be impacted by changing the name of a section of Roosevelt Highway to 'Main Street'. A form letter, and a map of the name change area, was mailed to property owners and business owners March 3, 2020. Advertisement of the name change was posted in the City's legal organ March 11.

RECOMMENDATION: Authorize staff to proceed with the renaming of Roosevelt Highway to Main Street. The section that will be renamed to Main Street is located between the intersection of Camp Creek Parkway and the intersection of Herschel Road. Allow a minimum of four months for the name change to occur. This four month time frame will allow the businesses, and property owners, time to make the address change to their website addresses, letterheads and other contact information sources.

BACKGROUND: Renaming of the street will require address changes in the following city forms:

- Business License (City Clerk)
- Alcohol License (City Clerk)
- Fire Inspection Report (Fire Department)
- Building Official for Certificate of Occupancy (Permits)
- Call Center 911
- Public Works (Street Signage) TOTAL COST: \$ 2,261.12
- Billing (Costumer Service) TOTAL COST: \$1,057.00
- Taxes (Accounting)
- Main Street Association

Fulton County GIS
 Clayton County GIS
 College Park GIS
 Post Offices

The following text is from the February 17th Council agenda packet: "...Street names can usually be changed relatively easily by municipal authorities for various reasons. Sometimes streets are renamed to reflect a changing or previously unrecognized ethnic community or to honors politicians or local heroes... Where practical, renumbering should be avoided. However, under some circumstances Council at its discretion may, in consultation with residents, can renumber sections of or an entire length of road... The changing of long established road names is generally not preferred, except where necessary to avoid ambiguity, duplication or due to a road extension, realignment or subdivision that changes the contiguous nature of the road. Renaming and renumbering of roads will therefore only occur in extraordinary circumstances and meet the following conditions:

- If requested by Emergency Services or
- At Council's discretion.

Before approval is granted by Mayor and City Council all business locate along the area to be renamed should be notified by a form letter of the proposed name change."

COST TO CITY: Yes

BUDGETED ITEM: None

REVENUE TO CITY: No

CITY COUNCIL HEARING DATE: March 16, 2020

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: Georgia Department of Transportation

AFFECTED AGENCIES: None

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: Yes

REQUIRED CHANGES TO WORK PROGRAMS: No

STAFF: Jackson Myers, Special Project Manager; Gary Young, Director of Airport Affairs; Mike Mason, Public Works; Shavala Moore, City Clerk; Oscar Hudson, Director of Permits / Inspections

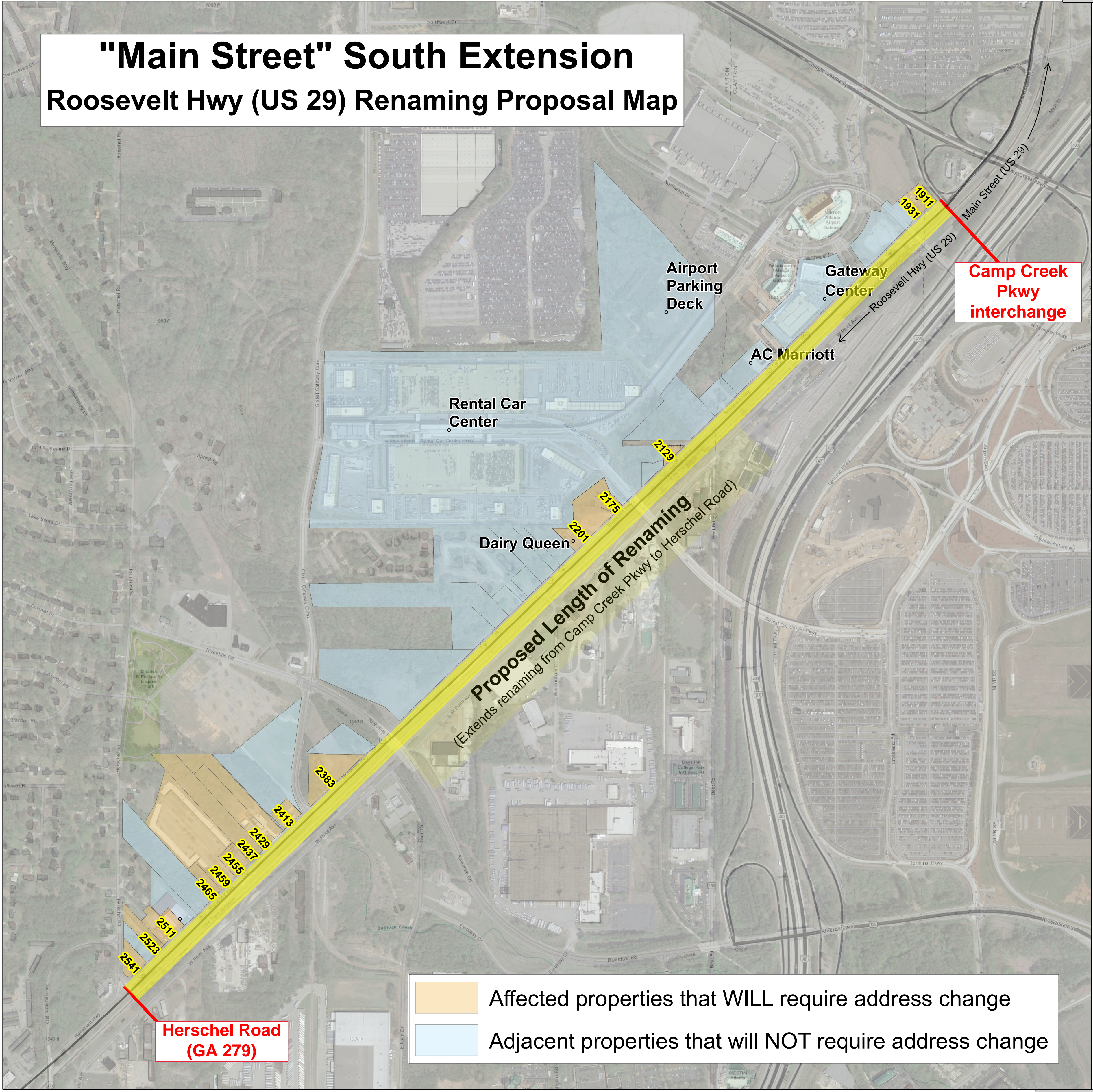
ATTACHMENTS:

- Roosevelt Rename Map Prepared by Wade Ingram_03112020 (PDF)
- FINAL -- Roosevelt to Main Street -- Resolution 2020-06 (DOCX)

Review:

- Jackson Myers Completed 03/03/2020 12:15 PM
- Gary Young Completed 03/05/2020 9:05 AM
- Rosyline Robinson Completed 03/10/2020 5:56 PM
- Police Completed 03/05/2020 9:00 AM
- Fire Completed 03/10/2020 1:20 PM
- City Planner's Office Pending
- Terrence R. Moore Completed 03/12/2020 3:51 PM
- Mayor & City Council Pending 03/16/2020 7:30 PM

"Main Street" South Extension Roosevelt Hwy (US 29) Renaming Proposal Map



Airport Parking Deck

Gateway Center

AC Marriott

Rental Car Center

Dairy Queen

Proposed Length of Renaming
(Extends renaming from Camp Creek Pkwy to Herschel Road)

Camp Creek Pkwy interchange

Herschel Road (GA 279)

- Affected properties that WILL require address change
- Adjacent properties that will NOT require address change

City of College Park

Resolution 2020-06

WHEREAS: Roosevelt Highway/US 29 is a public street within the City of College Park, Georgia, and is under the jurisdiction and control of the Mayor and Council of the City of College Park; and

WHEREAS: the Mayor and Council have determined it to be in the best interest of the City to rename part of the street between the intersection of Camp Creek Parkway and the intersection of Herschel Road/GA279 as '**Main Street**'; and

NOW, THEREFORE, BE IT RESOLVED that Main Street shall be so designated on City maps.

Be it further resolved that all property owners with the address numbers of 1911, 1931, 2129, 2175, 2201, 2383, 2413, 2429, 2437, 2455, 2459, 2465, 2511, 2523, and 2541 fronting on Roosevelt Hwy/US 29 have been notified, along with the business owners, of the change in street name in writing by first class mail at their best known address and that notice of the Council's consideration of the change in naming was published once in the legal organ of the City of College Park.

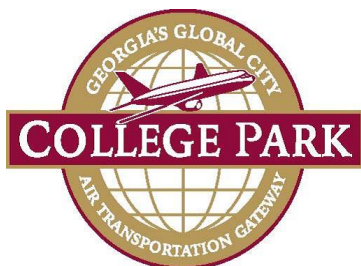
SO RESOLVED THIS 16th DAY OF MARCH 2020.

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: 8004

DATE: March 11, 2020

TO: The Honorable Mayor and Members of City Council

THROUGH: Terrence R. Moore, City Manager

FROM: Michelle Alexander, City Planner

RE: Tractor Trailers on Highway 29

In response to concerns expressed regarding directional traffic of heavy vehicles and equipment (including 18 wheeler semi-trucks) ingress and egress from the Dukes Realty property Prime Engineering Senior Vice President Rob MacPherson, P.E. was asked to coordinate with the current construction to enforce previously discussed zoning conditions on the project. Therefore, there will be brief update on the progress of the project.

ATTACHMENTS:

- 2929 Roosevelt Hwy (PPTX)
- 20200219B HWC Logistics - Truck Turning Exhibit (PDF)
- 2020-03-09 Driveway Blow Up Detail (JPG)
- 2016-20_Executed (PDF)
- 2929 Staff Report 7.18.16(PDF)

Review:

- Michelle Alexander Completed 03/09/2020 2:42 PM
- Rosyline Robinson Completed 03/09/2020 3:35 PM
- City Manager's Office - Special Projects Administrator Completed 03/11/2020 9:18 AM
- Terrence R. Moore Completed 03/11/2020 9:52 AM
- Mayor & City Council Pending 03/16/2020 7:30 PM

2929 Roosevelt Hwy

38 **Section 3.** The rezoning of the parcels indicated herein is subject to the following
39 conditions:

- 40 1. That a left turn stacking lane must be built on Roosevelt Highway eastbound, east of
41 Rock Hill Road, according to Georgia Department of Transportation (GDOT)
42 specifications.
- 43 2. That a right turn deceleration lane must be built to allow Roosevelt Highway
44 westbound traffic to enter as required by GDOT.
- 45 3. That tractor trailer trucks may only exit the site by right turn (westbound) on to
46 Roosevelt Highway.

2929 Roosevelt Hwy

- 47 4. That only passenger vehicles may exit the site by left turn (eastbound) onto Roosevelt
48 Highway. Physical barriers must be put into place to restrict tractor trailer trucks
49 from turning left (eastbound) on to Roosevelt highway.
- 50 5. That two gateway signs with “College Park” across the top at a height tall enough for
51 cars and pickup trucks to drive under, but low enough to restrict tractors or trailers
52 from driving in or out of Hathcock Road, must be constructed and installed across
53 Hathcock Road, with one location west of the White City Road right of way, and the
54 other location east of the western City Limit line.

PAVING NOTES

- PAVEMENT WITHIN THE RIGHT-OF-WAY SHALL BE INSTALLED IN ACCORDANCE WITH GDOT SPECIFICATIONS.
- ON-SITE PAVEMENT SHALL BE INSTALLED IN ACCORDANCE WITH THE RECOMMENDATIONS OF THE GEOTECH REPORT PREPARED BY UNITED CONSULTING DATED JULY 18, 2017.

PAVING LEGEND

	CONCRETE PAVING 5' CONC W/ 4" GAB		ASPHALT IMPROVEMENTS INCLUDE WIDENING & OVERLAY
	CONCRETE PAVING 7' CONC W/ 4" GAB		
	CONCRETE PAVING 8' CONC W/ 4" GAB		
	CONCRETE S/W		
	COMPACTED GRAVEL		

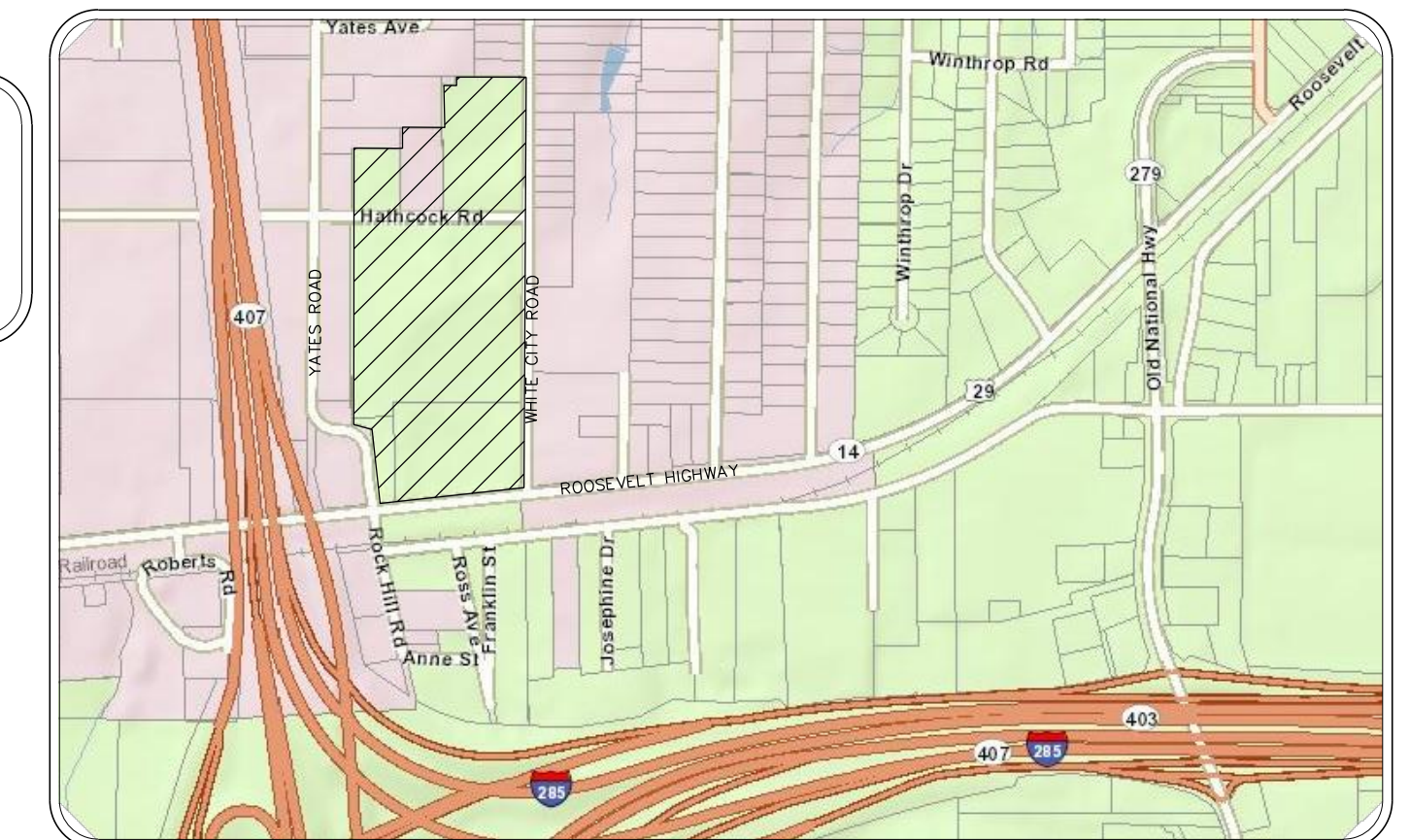
OWNER/DEVELOPER
DUKE REALTY
3715 DAVINCI COURT
STE 300
PEACHTREE CORNERS, GA
30092
770-717-2435
ERIC.HENDRICKSON@DUKEREALTY.COM

ENGINEER
WESLEY REED, P.E.
EBERLY & ASSOCIATES, INC.
2951 FLOWERS ROAD SOUTH
SUITE 119
ATLANTA, GEORGIA 30341
(770) 452-7849

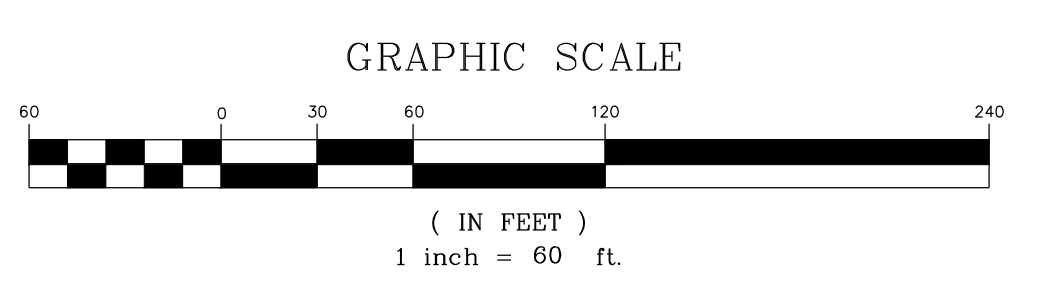
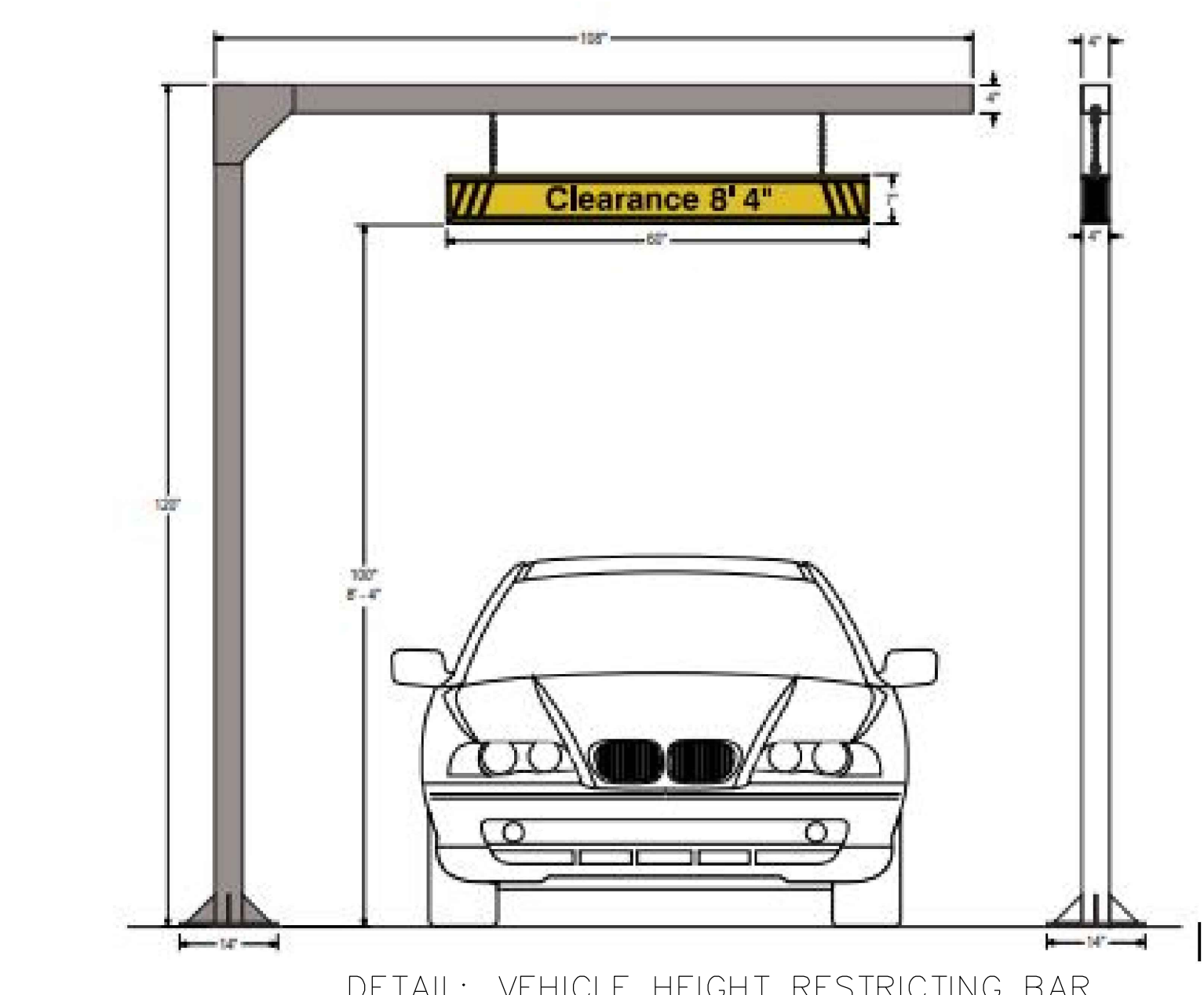
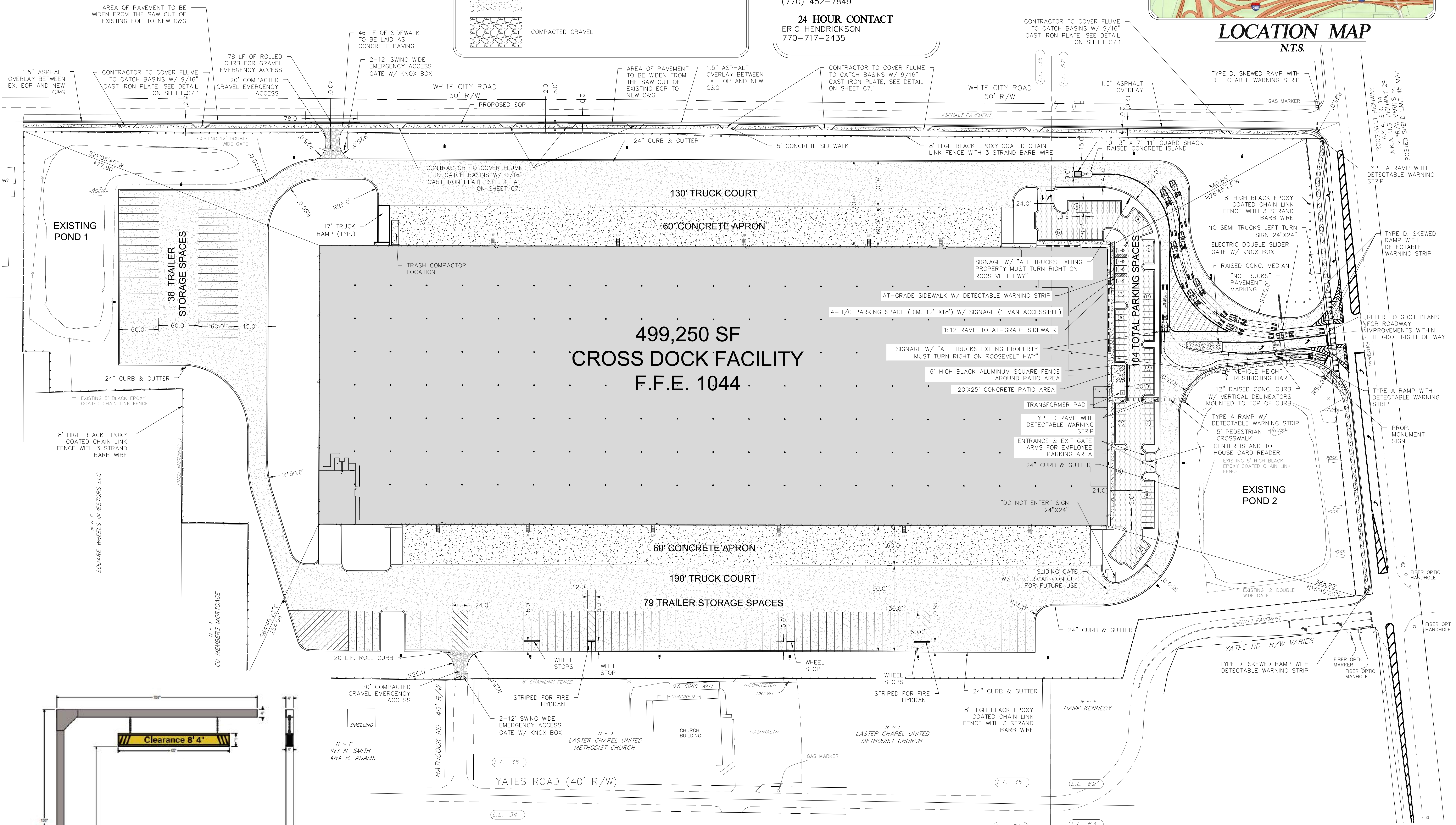
24 HOUR CONTACT
ERIC HENDRICKSON
770-717-2435

NOTES

- USE ARCHITECTURAL PLANS FOR BUILDING STAKE OUT.
- ALL DIMENSIONS SHOWN ARE FROM FACE OF BUILDING, CURB, OR WALL UNLESS OTHERWISE NOTED.



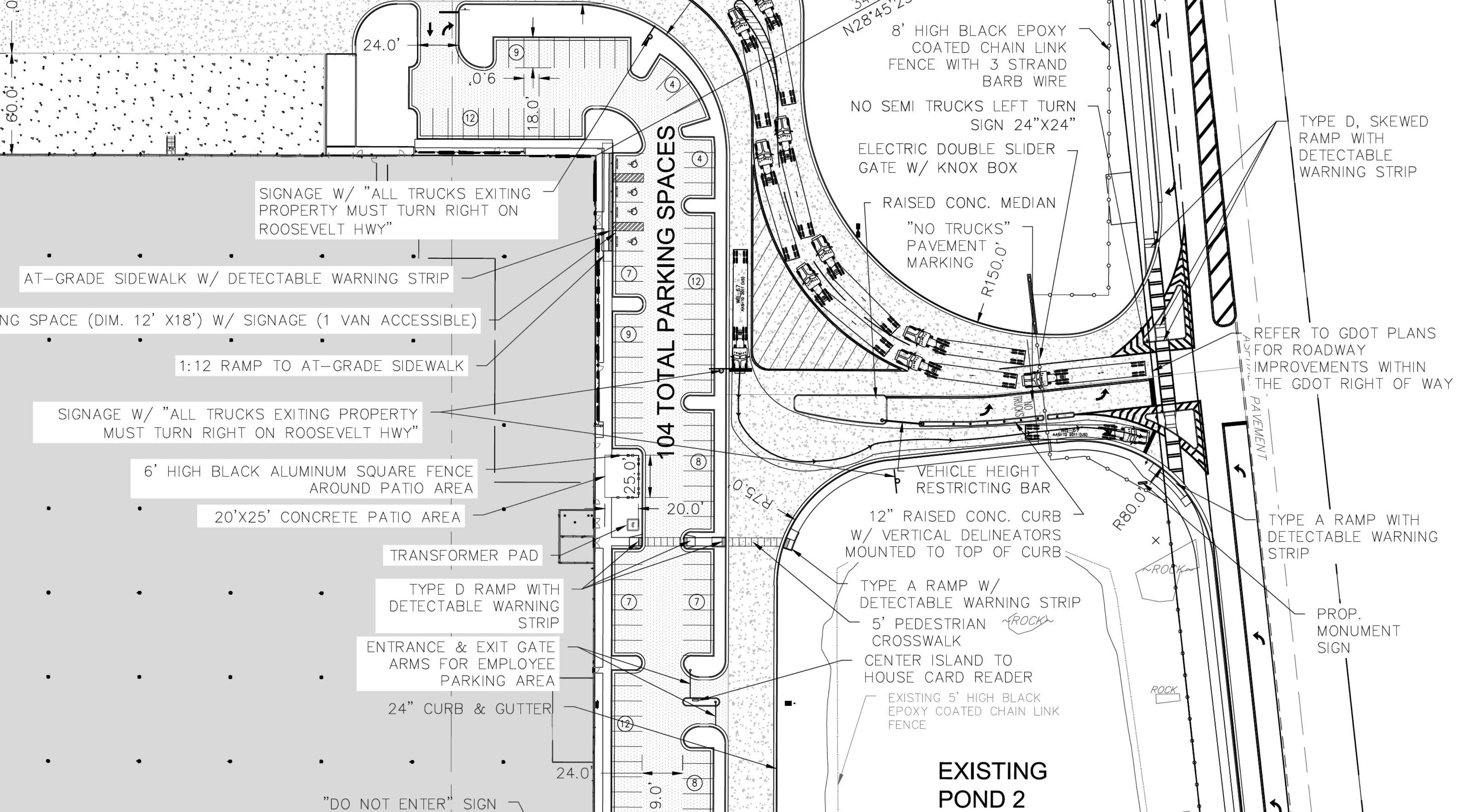
LOCATION MAP
N.T.S.



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GEORGIA811
www.Georgia811.com
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Call before you dig.

TRUCK LEFT-TURN OUT EXHIBIT



SIGNAGE W/ "ALL TRUCKS EXITING PROPERTY MUST TURN RIGHT ON ROOSEVELT HWY"

AT-GRADE SIDEWALK W/ DETECTABLE WARNING STRIP

ING SPACE (DIM. 12' X18') W/ SIGNAGE (1 VAN ACCESSIBLE)

1:12 RAMP TO AT-GRADE SIDEWALK

SIGNAGE W/ "ALL TRUCKS EXITING PROPERTY MUST TURN RIGHT ON ROOSEVELT HWY"

6' HIGH BLACK ALUMINUM SQUARE FENCE AROUND PATIO AREA

20'X25' CONCRETE PATIO AREA

TRANSFORMER PAD

TYPE D RAMP WITH DETECTABLE WARNING STRIP

ENTRANCE & EXIT GATE ARMS FOR EMPLOYEE PARKING AREA

24" CURB & GUTTER

"DO NOT ENTER" SIGN

104 TOTAL PARKING SPACES

8' HIGH BLACK EPOXY COATED CHAIN LINK FENCE WITH 3 STRAND BARB WIRE

NO SEMI TRUCKS LEFT TURN SIGN 24"X24"

ELECTRIC DOUBLE SLIDER GATE W/ KNOX BOX

RAISED CONC. MEDIAN

"NO TRUCKS" PAVEMENT MARKING

VEHICLE HEIGHT RESTRICTING BAR

12" RAISED CONC. CURB W/ VERTICAL DELINEATORS MOUNTED TO TOP OF CURB

TYPE A RAMP W/ DETECTABLE WARNING STRIP

5' PEDESTRIAN CROSSWALK

CENTER ISLAND TO HOUSE CARD READER

EXISTING 5' HIGH BLACK EPOXY COATED CHAIN LINK FENCE

EXISTING POND 2

TYPE D, SKEWED RAMP WITH DETECTABLE WARNING STRIP

REFER TO GDOT PLANS FOR ROADWAY IMPROVEMENTS WITHIN THE GDOT RIGHT OF WAY

TYPE A RAMP WITH DETECTABLE WARNING STRIP

PROP. MONUMENT SIGN

1 **STATE OF GEORGIA**

2

3 **CITY OF COLLEGE PARK**

4

ORDINANCE 2016-20

5 AN ORDINANCE TO AMEND THE OFFICAL ZONING MAP, CITY OF COLLEGE PARK,
6 GEORGIA BY REZONING CERTAIN PARCELS OF REAL PROPERTY LOCATED ON
7 ROOSEVELT HIGHWAY AND HATHCOCK ROAD; TO PROVIDE FOR SEVERABILITY;
8 TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN EFFECTIVE DATE; AND
9 FOR OTHER PURPOSES.

10 **WHEREAS**, the governing authority of the City of College Park, Georgia (the “City”) is
11 the Mayor and Council thereof;

12 **WHEREAS**, the governing authority of the City desires to rezone one parcel of real
13 property located on Roosevelt Highway (Fulton County Tax Parcel Identification Number: 13-
14 0062-LL0504) and three parcels of real property located on Hathcock Road (Fulton County Tax
15 Parcel Identification Numbers: 13-0035-0004-0040, 13-0035-0004-0198, and 13-0035-0004-
16 0263); and

17 **WHEREAS**, the governing authority of the City has considered the criteria for a
18 rezoning request, located in Section 4(c) of Article XXVII of Appendix A of the City’s Code of
19 Ordinances; and

20 **WHEREAS**, the health, safety, and welfare of the citizens of the City will be positively
21 impacted by the adoption of this Ordinance.

22 **BE IT AND IT IS HEREBY ORDAINED BY THE MAYOR AND COUNCIL OF**
23 **THE CITY OF COLLEGE PARK, GEORGIA**, and by the authority thereof:

24 **Section 1.** The following parcels of real property are hereby rezoned to the zoning
25 designation of M-1 Light Industrial District:

- 26 • Fulton County Tax Parcel Identification Number: 13-0062-LL0504
- 27 • Fulton County Tax Parcel Identification Number: 13-0035-0004-0040
- 28 • Fulton County Tax Parcel Identification Number: 13-0035-0004-0198
- 29 • Fulton County Tax Parcel Identification Number: 13-0035-0004-0263

30 **Section 2.** The rezoning of said parcels is indicated on the map entitled “Roosevelt Hwy.
31 White City Rd. & Hathcock Road Rezoning July 18, 2016,” a copy of which is attached hereto as
32 Exhibit “A” and is incorporated herein by reference. The rezoning of said parcels indicated in
33 Section 1 herein and in Exhibit A attached hereto is to be noted on the official City of College
34 Park Zoning Map approved by Mayor and Council as soon as reasonably possible following
35 adoption of this Ordinance, along with an editorial note on the official City of College Park
36 Zoning Map specifying the parcels affected by this Ordinance and the date of adoption of this
37 Ordinance.

38 **Section 3.** The rezoning of the parcels indicated herein is subject to the following
39 conditions:

- 40 1. That a left turn stacking lane must be built on Roosevelt Highway eastbound, east of
41 Rock Hill Road, according to Georgia Department of Transportation (GDOT)
42 specifications.
- 43 2. That a right turn deceleration lane must be built to allow Roosevelt Highway
44 westbound traffic to enter as required by GDOT.
- 45 3. That tractor trailer trucks may only exit the site by right turn (westbound) on to
46 Roosevelt Highway.

47 4. That only passenger vehicles may exit the site by left turn (eastbound) onto Roosevelt
48 Highway. Physical barriers must be put into place to restrict tractor trailer trucks
49 from turning left (eastbound) on to Roosevelt highway.

50 5. That two gateway signs with "College Park" across the top at a height tall enough for
51 cars and pickup trucks to drive under, but low enough to restrict tractors or trailers
52 from driving in or out of Hathcock Road, must be constructed and installed across
53 Hathcock Road, with one location west of the White City Road right of way, and the
54 other location east of the western City Limit line.

55 **Section 4.** The preamble of this Ordinance shall be considered to be and is hereby
56 incorporated by reference as if fully set out herein.

57 **Section 5.** (a) It is hereby declared to be the intention of the Mayor and Council that all
58 sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their
59 enactment, believed by the Mayor and Council to be fully valid, enforceable and constitutional.

60 (b) It is hereby declared to be the intention of the Mayor and Council that, to the greatest
61 extent allowed by law, each and every section, paragraph, sentence, clause or phrase of this
62 Ordinance is severable from every other section, paragraph, sentence, clause or phrase of this
63 Ordinance. It is hereby further declared to be the intention of the Mayor and Council that, to the
64 greatest extent allowed by law, no section, paragraph, sentence, clause or phrase of this
65 Ordinance is mutually dependent upon any other section, paragraph, sentence, clause or phrase
66 of this Ordinance.

67 (c) In the event that any phrase, clause, sentence, paragraph or section of this Ordinance
68 shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise
69 unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the

70 express intent of the Mayor and Council that such invalidity, unconstitutionality or
 71 unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional
 72 or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or
 73 sections of the Ordinance and that, to the greatest extent allowed by law, all remaining phrases,
 74 clauses, sentences, paragraphs and sections of the Ordinance shall remain valid, constitutional,
 75 enforceable, and of full force and effect.

76 **Section 6.** All ordinances and parts of ordinances in conflict herewith are hereby
 77 expressly repealed.

78 **Section 7.** Penalties in effect for violations of the Zoning Ordinance of the City of
 79 College Park at the time of the effective date of this Ordinance shall be and are hereby made
 80 applicable to this Ordinance and shall remain in full force and effect.

81 **Section 8.** The effective date of this Ordinance shall be the date of adoption unless
 82 otherwise specified herein.

83 **ORDAINED**, this 18th day of July, 2016.

84 **CITY OF COLLEGE PARK, GEORGIA**

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 Jack P. Longino, Mayor

ATTEST:



 Melissa Brooks, City Clerk

APPROVED BY:

103
104



Steven M. Fincher, City Attorney

EXHIBIT A



College Park Planning Commission
*Roosevelt Highway, White City Road &
 Hathcock Road Rezoning*

Council Ward: Ward 4
Council Member: Roderick Gay
Planning Commissioner: Whitney Flemister
Planning Commission Meeting Date: April 25, 2016
Mayor & Council Hearing Date: July 18, 2016
Evaluation Prepared by: Lauren Blaszyk, AICP

Applicant: Hardie Real Estate Group
 2870 Peachtree Rd. NW, Suite 721
 Atlanta, GA 30305

Location: Roosevelt Highway & White City Rd., College Park, GA 30337

Lot Size: 29.78 Acres (Total acreage of four parcels)

Request: Rezoning from R-2 (Single Family Residential) to M-1 (Light Industrial)

Proposed Use/Purpose: Business Park with Distribution and Offices

Current Zoning: M-1 (Light Industrial District)

Current Land Use: Vacant

Future Land Use: N/A

Surrounding Properties:

	Current Zoning	Current Land Use
North	"AG-1" Agricultural (Fulton Co.) "AG-1" Agricultural (Fulton Co.)	Vacant Single Family Residence
East	"AG-1" Agricultural (Fulton Co.) "AG-1" Agricultural (Fulton Co.) "A-1" Apartment Dwelling (Fulton Co.)	Single Family Residences Vacant Medium Density Apartments
South	"X-1" Railroad	Tracks & Vacant Land
West	"AG-1" Agricultural (Fulton Co.) "AG-1" Agricultural (Fulton Co.) "C-2" Commercial (Fulton Co.)	Laster Methodist Church Vacant Vacant



College Park Planning Commission
Roosevelt Highway, White City Road &
Hathcock Road Rezoning

Executive Summary:

The applicant is requesting a rezoning of the subject properties from R-2 (Single Family Residential) to M-1 (Light Industrial) for the purpose of constructing a business park with a distribution center and associated offices. The properties are currently owned by the City of College Park.

As illustrated on the accompanying survey and site plan, each property is vacant. In order to construct the two proposed buildings (180,000 and 270,000 square feet) for a business park, a combination of the two larger properties will be necessary. The two parcels north of Hathcock Road will be utilized for additional/overflow parking of empty trailers and employee vehicles. Article XV. Light Industrial District Regulations, Section 2 (10) of the Zoning Ordinance allows for "Distribution of products and merchandise." The applicant wants to ensure they receive the proper zoning prior to purchase and combination of the properties. If the rezoning is approved, the applicant will present a final combination plat for approval at a future Planning Commission meeting.

The investment in the project would be approximately \$40,000,000 - \$50,000,000. Based on the size of the proposed buildings, it is anticipated that the future tenants - national companies such as Amazon, Target, and Home Depot - would create 200 - 400 office and warehouse jobs in the e-commerce sector. In addition to creating jobs, these companies could assist in philanthropic efforts in the College Park community. Further, the proposed new development would create activity in the area and therefore help deter crime, such as prostitution, the sale of illegal drugs, and illegal dumping, which has been a problem in the area for a number of years.

Criteria for Consideration of a Rezoning Request

Article XXVII, Section 4. (c) Standards governing the exercise of zoning powers, provides that, *"In ruling upon any application for a zoning map amendment, the mayor and council shall act in the best interest of the health, safety, morals and general welfare of the city. And in doing so, they will consider one (1) or more of the following facts as they may be relevant to the application:"*

(a) Would the proposed amendment be consistent and/or compatible with the city's land use and development plans, goals and objectives?

The City of College Park existing Future Development Map, adopted in 2011, does not indicate a land use for the subject parcels, as they were not within the City limits at the time. The proposed updated map, in conjunction with the five year Comprehensive Plan update, recommends "Business Park" use for that area. Since the proposed project anticipates distribution and office use, staff feels that this fits the "Business Park" designation.

**College Park Planning Commission**

*Roosevelt Highway, White City Road &
Hathcock Road Rezoning*

(b) Would the proposed amendment tend to increase, to decrease or to have no impact on traffic safety and congestion in the streets?

The only entrance and exit into the development for tractor trailer trucks will be on Roosevelt Highway. Trucks will not be allowed on Yates Road or White City Road. Engineering staff has made several recommendations to mitigate the effects of trucks on Roosevelt Highway traffic, and these recommendations have been made conditions of the approval of the rezoning. They are as follows:

1. Left turn stacking lane to be built on Roosevelt Highway eastbound, east of Rock Hill Road, according to Georgia Department of Transportation (GDOT) specifications.
2. Right turn deceleration lane for Roosevelt Highway westbound traffic to enter as required by GDOT.
3. Right turn (westbound) truck exiting only.
4. Physically restricted car left turn only on Roosevelt Highway.
5. Construction of two gateway signs with "College Park" across the top at a height tall enough for cars and pickup trucks to drive under, but low enough to restrict tractors or trailers from driving in or out of Hathcock Road. Both signs would be installed across Hathcock Road, with one location west of the White City Road right of way, and the other location east of the western City Limit line.

The results of the traffic study performed by Southeastern Engineering indicate there will be minimal effect on the levels of service on surrounding streets.

(c) Would the proposed amendment tend to increase, decrease or to have no relation to safety from fire, panic or other danger?

There would be no impact on fire safety, panic, or other danger.

(d) Would the proposed amendment tend to promote, to diminish or to have no influence on the public health and general welfare?

The proposed zoning map amendment would support the existing character of Rock Hill Road and Sullivan Road, which are located across Roosevelt Highway and the existing rail line, and the area west of I-285. The proposed zoning map amendment would bring development to properties which have been vacant for years. The area has problems with crime, including prostitution, the sale of illegal drug, and illegal dumping on the subject properties. The proposed development would create activity in the area and thus act as a deterrent to crime.

(e) Would the proposed amendment tend to increase, to decrease or to have no influence on the provision of adequate light and air?

The proposed zoning map amendment would have no influence on the provision of adequate light and air.

**College Park Planning Commission**

*Roosevelt Highway, White City Road &
Hathcock Road Rezoning*

(f) Would the proposed amendment tend to cause, to prevent or to have no influence on the overcrowding of land?

The proposed zoning map amendment would not cause any overcrowding of land in the city.

(g) Would the proposed amendment tend to cause, to prevent or to have no relation to the undue concentration or the undue scattering of population or development?

The proposed zoning map amendment would have no relation to the undue concentration or scattering of population or development.

(h) Would the proposed amendment tend to impede, facilitate or have no impact on the adequate provision of transportation, water, sewerage, and/or public services or facilities?

The Engineering Department has made several recommendations which would mitigate the impact of tractor trailer truck traffic on Roosevelt Highway. These are listed in item (b) on page 3 of this staff report.

(i) Would the proposed amendment tend to be compatible with or be incompatible with environmental conditions and/or with surrounding development? If incompatible, what factors, if any, would diminish the value, use and enjoyment of the surrounding properties?

If approved, the proposed zoning map amendment would allow for a business park with distribution /office use that would be compatible with nearby development, but is different than some adjacent uses. The proposed development has been designed to have minimal impact on the surrounding neighborhood, with all truck activity directed internally so any waiting trucks will be parked in the truck court area in between the two buildings. A sidewalk will be installed on Roosevelt Highway, from White City Road to Yates Road. The building frontage on White City Road will be cleaned up and landscaped, well lit, and fenced to minimize impact and improve crime deterrence in the area. Further, at the request of the City and the adjacent church (Laster Chapel United Methodist Church), lighting will be added on White City Road and Hathcock Road to enhance the streetscape. Finally, the setback on the west side of the property is 40 feet, allowing for significant buffering between the building and the church building. The distance between the back of the building and the rear of the church will be 72 feet. Entrances to the offices and parking areas will be at least 270 feet from the church's rear and at least 300 feet from the church entrance and the playground.

(j) Would the proposed amendment tend to require only reasonable expenditures of public funds, or would the amendment tend to require an excessive or premature expenditure of public funds?

The proposed zoning map amendment would require only reasonable expenditures of public funds.

(k) Would the proposed amendment tend to promote, to diminish or to have no influence upon the aesthetic effect of existing and future uses of the property and the surrounding area?

The applicant has provided a color architectural rendering of the proposed business park, which would have a positive aesthetic effect on Roosevelt Highway.

**College Park Planning Commission**

*Roosevelt Highway, White City Road &
Hathcock Road Rezoning*

(l) Would the proposed amendment be a deterrent to the value of adjacent property?

The developer has proposed a number of design and other amenities that would enhance the proposed business park. Given the current condition of the property as vacant land where illegal dumping has occurred, as well as the crime in the surrounding area of unincorporated Fulton County, this development would provide needed improvement.

(m) Would the proposed amendment create an isolated district unrelated to adjacent and nearby districts?

The proposed zoning map amendment would not create an isolated district, as properties to the southwest, across Roosevelt Highway and along Sullivan Road are zoned M-1. The properties south of Sullivan Road are currently zoned R-1 (Single Family Residential), since that was the closest zoning designation the City offered when the properties were annexed from Fulton County. However, Fulton County has M-1 (Light Industrial) zoning adjacent to those parcels. The final draft of the 2016 - 2036 Comprehensive Plan, and its respective Future Land Use Map (FLUM), recommends that the subject parcels be designated as "Business Park" use.

Recommendation:

City Planner recommends approval of the proposed rezoning of the subject properties, from R-2 (Single Family Residential) to M-1 (Light Industrial) for the purpose of establishing a business park with distribution and associated office uses, with the following conditions:

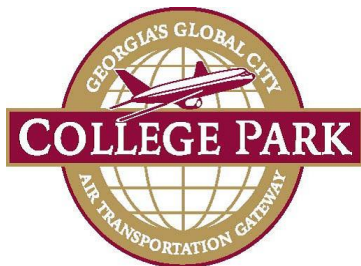
1. Three lots to be aggregated into one lot using the Final Plat process, with Planning Commission approval and plat recording in Fulton County Clerk of Superior Court. This can be achieved once the 1.06 acre lot on Roosevelt Highway at Yates Road can be legally rezoned to M-1 (Light Industrial), after July 1, 2017.
2. Left turn stacking lane to be built on Roosevelt Highway eastbound, east of Rock Hill Road, according to Georgia Department of Transportation (GDOT) specifications.
3. Right turn deceleration lane for Roosevelt Highway westbound traffic to enter as required by GDOT.
4. Right turn (westbound) truck exiting only.
5. Physically restricted car left turn only on Roosevelt Highway.
6. Construction of two gateway signs with "College Park" across the top at a height tall enough for cars and pickup trucks to drive under, but low enough to restrict tractors or trailers from driving in or out of Hathcock Road. Both signs would be installed across Hathcock Road, with one location west of the White City Road right of way, and the other location east of the western City Limit line.
7. A landscaping plan that adequately screens adjacent uses must be submitted for review.

Attachments:

- Rezoning Application
- Site Plan
- Survey
- Architectural Rendering of Development



College Park Planning Commission
*Roosevelt Highway, White City Road &
Hathcock Road Rezoning*



CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 8006

DATE: March 10, 2020

TO: The Honorable Mayor and Members of City Council

FROM: Terrence R. Moore, City Manager

RE: Branding and Marketing Logo Considerations

In response to direction offered during both the February 3, 2020 Workshop Meeting, as well as the March 7, 2020 Strategic Plan Town Hall engagement, considerations relative to the process to finalize three newly revised City of College Park logo options are to be offered.

Although it was originally contemplated to have KDR Consultants to deliver three options for newly revised logos, input from residents, stakeholders and city administrative leadership currently support a desire for a more participatory approach while developing recommendations as noted.

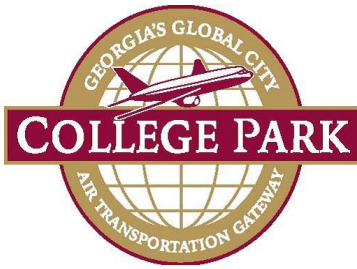
This evening's dialogue is likewise an opportunity for the electorate to endorse direction as outlined. Once this is achieved, several options for review and presentation will be offered publicly.

Thank you.

Review:

- Terrence R. Moore Completed 03/09/2020 4:19 PM
- Rosyline Robinson Completed 03/09/2020 4:22 PM
- Michael Hicks Completed 03/12/2020 12:11 PM
- Gerald Walker Completed 03/12/2020 9:08 AM
- Mercedes Miller Completed 03/09/2020 4:36 PM
- Artie Jones Completed 03/09/2020 6:21 PM
- Ferman Williford Pending

- Terrence R. Moore Completed 03/12/2020 3:51 PM
- Mayor & City Council Pending 03/16/2020 7:30 PM



CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 8011

DATE: March 11, 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 16, 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 03052020 (PDF)
- Top Ten Delinq Property Tax Accounts 03052020 - 2018 (PDF)

Review:

- Althea Philord-Bradley Completed 03/10/2020 11:16 PM
- Rosyline Robinson Completed 03/11/2020 9:37 AM
- Terrence R. Moore Completed 03/11/2020 9:52 AM
- Mayor & City Council Pending 03/16/2020 7:30 PM

**City of College Park
Department of Finance & Accounting
Top Ten Delinquent Property Tax Accounts
As of March 5, 2020**

Lien	Taxpayer Name	Property Address	Business Name If Known	Amount	District - Tax Type	Additional Comments	Tax Years
Pending	Yeasmin Enterprises	5010 Old National Hwy	Ramada Plaza	\$ 101,149.29	Fulton - Real	3/5/20 Spoke with GM - informed him of outstanding balance and our intent to file a lien. Intent Notification mailed 2/20/20. No Closing date established yet, but expects it within 2 weeks.	2019
Pending	BK & J Hotel Group	1551 Phoenix Blvd	Howard Johnson	\$ 76,375.05	Clayton - Real & Personal	3/5/20 Spoke with GM - informed her of outstanding balance and our intent to file a lien. Getting a payment schedule from owner - advising me next week	2019
Pending	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
	KSG Georgia LLC	4820 Massachusetts Blvd	La Quinta Inn	\$ 48,461.14	Clayton - Real	2/27/20 Met with owner-requested extension at that time to avoid lien. I explained a lien will be filed if balance remains outstanding. He hopes to pay in full before 5% penalty April 23rd	2019
	ATA Investments Various Investors	5271 W Fayetteville Rd		\$ 24,828.49	Clayton - Real	Tax Parcel subdivided into 93 parcels - all foreign investors. 3 out of 93 paid - Online tax platform can't process international credit cards.	2019
Pending	Bhagat Ramesh C	2480 Old National Pkwy	Quality Inn & Suites	\$ 21,139.50	Fulton - Real	3/5/20 Reached out to owner via email to confirm payment status. Committed previously to have it paid already	2019
	Virtual Citadel	2380 Godby Rd		\$ 9,926.23	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	3/5/20 Property Mgrs acknowledged receipt of voicemail and email. I followed up w/payment status request	2019
	Excalibur Investments LLC	1640 East Virginia Ave & Vacant lot on Jackson St		\$ 5,977.09	Fulton - Real	2/17/20 Found updated mailing address on GA Division of Corporations	2019
	PDS Camp Creek	2511 Camp Creek Pkwy	BP Gas Station	\$ 4,202.75	Fulton - Real & Personal	3/5/20 I have emailed the property owner the delinquent statements	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**

Lien	Taxpayer Name	Property Address	Business Name If Known	Amount	District - Tax Type	Additional Comments	Tax Years
Y	Cudsik Guy	1666 Vesta Ave	Right Sales & Service	\$ 6,020.86	Fulton - Real & Personal	3/5/20 - Envision scheduled transfer to CP 3/6/20 \$3,295.29 for 2018 taxes Also, 3/5/20 faxed reminder about 2019 balance due by 3/9/20 as promised \$2,725.57 (2019 taxes)	2018-2019
Y	Lexicon Hospitality	2471 Old National Pkwy	Travelodge	\$ 2,222.54	Fulton - Personal	Paid in Full 2/17/2020	2018-2019
Y	Zenga Store	Hartsfield/Concourse A		\$ 1,200.23	Clayton - Personal	3/5/20 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	Paid 12/24/2019	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	Paid 1/3/2020	2018
	Ellis Robert	3732 Herschel Rd		\$ 541.56	Fulton - Real	2018 Balance due is from Appeal settlement. Calling again 3/5/20	2018
	Gerard Gary Et AL	2238 West Lyle Rd		\$ 469.22	Fulton - Real	Paid 12/26/19	2018



CITY OF COLLEGE PARK

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

REG SESSION AGENDA REQUEST

DOC ID: 8012

DATE: March 12, 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 16, 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:

- Top Ten 03112020 (XLSX)
- March 2020 cut-ons (XLSX)
- Residential Fulton 031020 (DOCX)
- Residential Clayton 031020 (DOCX)
- Commerical Fulton 031020 (DOCX)
- Commerical Clayton 031020 (DOCX)

Review:

- Althea Philord-Bradley Completed 03/11/2020 8:54 PM
- Rosyline Robinson Completed 03/12/2020 9:44 AM
- Terrence R. Moore Completed 03/12/2020 9:47 AM
- Mayor & City Council Pending 03/16/2020 7:30 PM

March 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		Grand Totals	\$ 38,621.26	\$ 38,429.94	\$ 191.32	
30192425	25	SHATEMA HASAN	3/9/2020	\$ 278.68	\$ 265.00	\$ 13.68	
30172550	8	CHARNDANAY MCCOLLUM &	3/9/2020	\$ 525.00	\$ 525.00	\$ -	
30182825	18	VERY PARK	3/6/2020	\$ 1,024.37	\$ 1,024.37	\$ -	
30222450	22	SEMETRIA L. MARS	3/6/2020	\$ 296.96	\$ 296.96	\$ -	
40581200	17	TIERRA L HOUSTON	3/6/2020	\$ 274.54	\$ 274.54	\$ -	
20361400	10	ALISIA S. DAVIS	3/6/2020	\$ 320.23	\$ 320.23	\$ -	
30602500	26	JACQUELINE M THOMAS	3/5/2020	\$ 257.82	\$ 257.82	\$ -	
10300605	4	MICHAEL L WHITE	3/5/2020	\$ 324.15	\$ 324.15	\$ -	
30203675	18	TRISTAN A. COX	3/5/2020	\$ 368.02	\$ 368.02	\$ -	
30116290	15	MONICA M HUTCHINSON	3/5/2020	\$ 359.21	\$ 359.21	\$ -	
30263051	1	DTG OPERATIONS INC	3/5/2020	\$ 5,793.64	\$ 5,793.64	\$ -	
30181475	19	ARIANA D JOHNSON	3/5/2020	\$ 519.85	\$ 519.85	\$ -	
50013255	9	DEMONTE T. MCCRARY	3/4/2020	\$ 304.61	\$ 304.61	\$ -	
30221725	19	BRAIN DERRICK BARNES	3/4/2020	\$ 515.14	\$ 515.14	\$ -	
40570800	10	REGINALD MCDAY JR	3/4/2020	\$ 306.26	\$ 306.26	\$ -	
30184575	20	CHRISTOPHER D WHITE	3/4/2020	\$ 487.02	\$ 487.02	\$ -	
30606975	18	JOHN T TILLMAN JR	3/4/2020	\$ 265.84	\$ 265.84	\$ -	
30171305	23	THE LIFE AT HARRINGTON PA	3/4/2020	\$ 245.02	\$ 245.02	\$ -	
30171075	22	THE LIFE AT HARRINGTON PA	3/4/2020	\$ 265.31	\$ 265.31	\$ -	
30171025	8	THE LIFE AT HARRINGTON PA	3/4/2020	\$ 272.30	\$ 272.30	\$ -	
30171000	23	THE LIFE AT HARRINGTON PA	3/4/2020	\$ 279.52	\$ 279.52	\$ -	
30273040	5	GREY BUTTERFLY STUDIO	3/4/2020	\$ 363.34	\$ 363.34	\$ -	
40753075	16	ANTHONY T. FROST	3/4/2020	\$ 337.68	\$ 330.00	\$ 7.68	
30252475	9	TANEKA ALLEN	3/4/2020	\$ 474.93	\$ 500.00	\$ (25.07)	
30113850	6	MATTHEW D BERNARD	3/4/2020	\$ 623.49	\$ 623.49	\$ -	
30192950	24	LAKESIDE RESERVE	3/4/2020	\$ 272.26	\$ 272.26	\$ -	
20250700	8	TOM DICK AND HANK LLC	3/4/2020	\$ 1,231.26	\$ 1,240.00	\$ (8.74)	
40572225	10	GARY GOINS	3/4/2020	\$ 359.39	\$ 359.39	\$ -	
30183800	12	AQUITOS K LAWRENCE	3/4/2020	\$ 320.33	\$ 320.33	\$ -	
40578575	15	MARY H MUHAMMAD	3/4/2020	\$ 305.17	\$ 305.17	\$ -	
30182325	14	PALYNIA D RAWSAW	3/4/2020	\$ 385.29	\$ 385.29	\$ -	
30203475	18	CHAUNTENEE C COX	3/4/2020	\$ 258.15	\$ 258.15	\$ -	
30182375	13	REANDRIA COX	3/3/2020	\$ 252.47	\$ 252.47	\$ -	
40580850	5	ARMAIN D FISHER	3/3/2020	\$ 425.00	\$ 425.00	\$ -	
30125875	2	CAMILLE G. STEPHENS	3/3/2020	\$ 495.67	\$ 495.67	\$ -	
30170525	18	THE LIFE AT HARRINGTON PA	3/3/2020	\$ 610.20	\$ 610.20	\$ -	
30192725	33	TERRARD WATTS	3/3/2020	\$ 491.36	\$ 491.36	\$ -	
30143450	6	DENISE KING	3/3/2020	\$ 266.42	\$ 266.42	\$ -	
40571775	11	VERNON J. DAVIS	3/3/2020	\$ 366.65	\$ 366.65	\$ -	
40270362	2	SOUTHERN AUTO GROUP	3/3/2020	\$ 680.66	\$ 680.66	\$ -	
30143825	2	RAPID APARTMENT APPROV/	3/3/2020	\$ 340.00	\$ 340.00	\$ -	
30173225	18	KIMBERLY M. MACK	3/3/2020	\$ 343.53	\$ 343.53	\$ -	
30180300	17	ANGELA PATRICE GARNER	3/3/2020	\$ 552.38	\$ 552.38	\$ -	
30185350	18	CRESCENT L RUSH	3/3/2020	\$ 536.14	\$ 536.14	\$ -	
30180250	6	SHARMAINE NICOLE JOHNSC	3/3/2020	\$ 263.96	\$ 263.96	\$ -	
40580750	13	BRITNEY CALAHAN	3/3/2020	\$ 337.35	\$ 337.35	\$ -	
40579700	11	CHARLES REGINALD HARRIS	3/3/2020	\$ 301.29	\$ 301.29	\$ -	
30172775	7	KYLA P POOLE	3/3/2020	\$ 557.45	\$ 557.45	\$ -	
30143475	6	REGINALD WALKER	3/3/2020	\$ 611.70	\$ 600.00	\$ 11.70	
40579050	12	KIOSH O MONROE	3/3/2020	\$ 441.25	\$ 441.25	\$ -	
30144025	6	PEIRRE D SHURN	3/3/2020	\$ 301.65	\$ 301.65	\$ -	

March 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		Grand Totals	\$ 38,621.26	\$ 38,429.94	\$ 191.32	

30181000	23	ORIEL FRANCESCA MOSES	3/3/2020	\$ 663.41	\$ 663.41	\$ -	
30220150	24	RICHARD MCCOMB	3/3/2020	\$ 387.36	\$ 213.00	\$ 174.36	
40580800	16	BILLY JOE ROBINSON	3/3/2020	\$ 270.91	\$ 270.91	\$ -	
30140225	6	RODERICK L FARLEY	3/3/2020	\$ 374.47	\$ 374.47	\$ -	
30174350	16	TYRONE A NEWBERN JR	3/3/2020	\$ 290.81	\$ 290.81	\$ -	
30146350	0	ELIZA J BAILEY	3/3/2020	\$ 335.66	\$ 335.66	\$ -	
30147375	8	KEENAN M. HILL	3/3/2020	\$ 400.14	\$ 400.14	\$ -	
30173275	19	EMRAN TOURAY	3/3/2020	\$ 771.61	\$ 771.61	\$ -	
30220125	13	TARANE R PEARSON	3/3/2020	\$ 373.68	\$ 373.68	\$ -	
30603875	14	KEESTER J BARRETT	3/3/2020	\$ 259.72	\$ 259.72	\$ -	
30173900	4	GLENROYE GARTH JOHNSON	3/3/2020	\$ 281.31	\$ 281.31	\$ -	
30173200	22	TRIWANDA L PERRY	3/3/2020	\$ 480.01	\$ 480.01	\$ -	
30182650	24	SHANDRIA HEARN	3/3/2020	\$ 550.01	\$ 550.01	\$ -	
30147125	15	SYLVESTER PIERCE JR	3/3/2020	\$ 253.70	\$ 253.70	\$ -	
30172375	17	MICHELLE HILL	3/3/2020	\$ 352.85	\$ 352.85	\$ -	
40571125	8	YOHANES DJAGNI	3/3/2020	\$ 357.28	\$ 357.28	\$ -	
30201375	23	JONYIA M PARKER	3/3/2020	\$ 467.71	\$ 450.00	\$ 17.71	
30144300	1	DERRICK B SALLEY	3/3/2020	\$ 487.02	\$ 487.02	\$ -	
30116675	14	LAMEKA D. WASHINGTON	3/3/2020	\$ 253.90	\$ 253.90	\$ -	
30220325	13	ZACHERY W. HARRIS JR.	3/3/2020	\$ 312.48	\$ 312.48	\$ -	
30181575	15	KYLE L DAVIS	3/3/2020	\$ 346.21	\$ 346.21	\$ -	
30144714	9	CASTIDELL GULLETT	3/3/2020	\$ 349.80	\$ 349.80	\$ -	
40572950	18	PKONTEM SOLITOKI	3/3/2020	\$ 279.70	\$ 279.70	\$ -	
40580930	6	KENNETH HURT	3/3/2020	\$ 344.12	\$ 344.12	\$ -	
30180500	21	EBONY N JOHNSON	3/3/2020	\$ 425.77	\$ 425.77	\$ -	
30125625	2	JOHN C HOYLE	3/3/2020	\$ 339.47	\$ 339.47	\$ -	
30605025	24	KELLY C DOBBS	3/3/2020	\$ 255.10	\$ 255.10	\$ -	
30201650	4	TIAJUANA V GROGAN	3/3/2020	\$ 543.02	\$ 543.02	\$ -	
30182475	19	JERRY Q LUCKY	3/3/2020	\$ 272.79	\$ 272.79	\$ -	
30261775	1	ROGERS REPAIR SHOP	3/3/2020	\$ 335.88	\$ 335.88	\$ -	
20251625	5	KESIA L THOMPSON	3/3/2020	\$ 410.89	\$ 410.89	\$ -	
40494625	26	KRISTEN D WASHINGTON	3/2/2020	\$ 404.56	\$ 404.56	\$ -	

Grand Totals: \$ 38,621.26 \$ 38,429.94 \$ 191.32

*****Category: Residential Fulton***** Council Meeting March 16, 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: 1									
10085330-00	RONALD S FOSTER	246.72	174.37	202.42	984.71	1608.22	02/04/2019	47.81	
20053630-00	PAUL E DENNY	651.22	521.54	76.64		1249.40	03/04/2020		
10093075-07	DEREK A. JONES	587.65	387.01	215.85		1190.51	12/17/2019	170.00	O
<u>3 Subtotals for Cycle 001</u>		1485.59	1082.92	494.91	984.71	4048.13			
Cycle: 8									
30141900-01	HYACINTH MARTIN R	1483.06	907.44	828.99	1665.09	4884.58	01/28/2020	150.00	
30190625-17	HOLLAND J. RAMSEY	382.13	202.59	192.84	562.25	1339.81	01/03/2020	50.00	T
30201475-17	STEPHANIE D COX	400.19	190.54	178.25	568.86	1337.84	12/27/2019	150.00	T
<u>3 Subtotals for Cycle 008</u>		2265.38	1300.57	1200.08	2796.20	7562.23			
Cycle: 22									
40573775-08	KOKOU DJOKOE	460.68	294.37	255.42	20.39	1030.86	02/13/2020	300.00	T
<u>1 Subtotals for Cycle 022</u>		460.68	294.37	255.42	20.39	1030.86			
7 Grand Totals		4211.65	2677.86	1950.41	3801.30	12641.22			

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 16, 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									
40520120-03	KOREEN GIBBS Medical with a Water Leak	544.83	556.97	494.19	341.71	1937.70	02/14/2020	400.00	O
40520710-07	CIERA A GREEN WIL Medical	427.53	323.75	297.16		1048.44	02/10/2020	200.00	T
<u>2 Subtotals for Cycle 015</u>		972.36	880.72	791.35	341.71	2986.14			
2 Grand Totals		972.36	880.72	791.35	341.71	2986.14			

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: Commercial 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:	8												
50013390-02	BRUNDELL E TAYLOR	Pending meter investig	267.41	1353.14	65.52					1686.07	12/13/2019	109.00	T
<u>1 Subtotals for Cycle 008</u>			267.41	1353.14	65.52	0.00	1686.07						

Cycle:	15												
40595000-07	ALEXANDRIA LANDIN	(SL) Disconnection pending	738.58	877.77	653.36					2269.71	12/19/2019		O
40273520-01	VIRTUAL CITADEL	Inactive account/ Active Elec		146330.96	111700.52	26896.20	284927.68	01/17/2020	30000.00				O
40282221-00	SYNERGY ISP	Temporary Disconnt/failed fire inspec		5887.50	5887.50	15.00	11790.00						O
<u>3 Subtotals for Cycle 015</u>			738.58	153096.23	118241.38	26911.20	298987.39						

Cycle:	21												
10702040-03	ATL FRESH CANS	Account investigation	32.38	32.38	27.56	1134.26	1226.58	01/28/2020	65.00				O
<u>1 Subtotals for Cycle 021</u>			32.38	32.38	27.56	1134.26	1226.58						

5 Grand Totals			1038.37	154481.75	118334.46	28045.46	301900.04						

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
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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: Commercial Clayton*****

Council Meeting March 16, 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											
40292077-03	JETEHA E. TAYLOR		179.05	283.59		273.39		371.48		1107.51	02/14/2020	300.00

<u>1 Subtotals for Cycle 015</u>			179.05	283.59		273.39		371.48		1107.51		
=====												
<u>1 Grand Totals</u>			179.05	283.59		273.39		371.48		1107.51		

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
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