



# Mayor & City Council

## Regular Session Meeting

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

~ Agenda ~

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Monday, April 6, 2020

7:30 PM

Council Chambers

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1. Opening Ceremonies
  - A. ***Pledge Of Allegiance***
  - B. ***Invocation***
2. Additions, Deletions, Amendments, or Changes to the Agenda
3. Presentation of Minutes of City Council

A. Approval of Regular Session Minutes dated March 16, 2020

**ACTION:**

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B. Approval of Workshop Session Minutes dated March 16, 2020.

**ACTION:**

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4. Proclamations, Resolutions, Plaques, and Announcements

A. Presentation of a proclamation designating May 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 to hold a City of College Park resident only "Community Shred-It Day" on Saturday, May 16, 2020 from 9:00am to 2:00pm at the Public Works Maintenance Facility located at 2233 Harvard Avenue. See memorandum dated March 26, 2020 from Director of Public Works Mike Mason requesting approval. Also, see attached "Community Shredder Day" event flyer. Ward 2.

**ACTION:**

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- B. 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 “May Clean Up Month 2020”. The one-day event will be held Saturday, May 16, 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 26, 2020 from Mr. Mason requesting approval. Also, see attached “Household Hazardous Waste Day” event flyer. Ward 2.

**ACTION:**

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- C. Update on the Advanced Metering Infrastructure (AMI), billing interface, and other related software. See memorandum dated March 26, 2020 from Director of Power Hugh Richardson. Also, see attached PowerPoint presentation.
- D. Discussion and update on recently adopted ordinances and resolutions. See memorandum dated April 1, 2020 from City Clerk Shavala Moore. Also, see attached supporting documentation.

7. Public Hearings

- A. Public Hearing to consider rezoning of an annexed property located at 5391 West Fayetteville Road from unincorporated Clayton County to the City of College Park. The Planning Commission recommended approval of the annexation at their February 24, 2020 meeting with conditions. See memorandum dated March 26, 2020 from City Planner Michelle Alexander. Also, see attached supporting documentation. Ward 3.

**ACTION:**

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- B. Public Hearing to consider an annexation of property located at 5391 West Fayetteville Road from unincorporated Clayton County to the City of College Park. The Planning Commission recommended approval of the annexation at their February 24, 2020 meeting. See memorandum dated March 26, 2020 from City Planner Michelle Alexander. Also, see attached supporting documentation. Ward 3.

**ACTION:**

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- C. Decision on the rezoning of an annexed property located at 5391 West Fayetteville Road from unincorporated Clayton County to the City of College Park. The Planning Commission recommended approval of the annexation at their February 24, 2020 meeting with conditions. See memorandum dated March 30, 2020 from City Planner Michelle Alexander. Also, see attached supporting documentation. Ward 3.

**ACTION:**

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**8. Bids, Change Order Requests and Contracts**

- A. Consideration of and action on a request for approval of the renewal of the software that supports all virtual servers (VMware Software). See memorandum dated April 2, 2020 from Chief Information Officer Michael Hicks recommending approval at a cost of \$10,356.00 annually. Also, see attached supporting documentation. This is a budgeted item.

**ACTION:**

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- B. Consideration of and action on a request for approval of the repair of the air purification exhaust system at Fire Station #1. See memorandum dated March 26, 2020 from Fire Chief Wade Elmore recommending approval of Industrial Air Purification at a cost of \$13,278.45. Also, see attached supporting documentation.

**ACTION:**

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- C. Consideration of and action on a request for approval to authorize the completion of a task over between the City of College Park and The Collaborative Firm, LLC to provide Public Outreach Services for Airport City District Planning meetings at a cost of \$18,396.00. See memorandum dated April 1, 2020 from Director of Economic Development Artie Jones, III. Also, see attached supporting documentation.

**ACTION:**

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- D. Consideration of and action on a request for approval of the acceptance of a Community Development Block Grant (CDBG) award from the Fulton County Department of Community Development for a space clearance project and Phase II renovations at Wayman & Bessie Brady Recreation Center located at 3571 Breningham Drive. See memorandum dated March 26, 2020 from Special Project Administrator Jackson Myers and City of College Park Resolution No. 2019-25.

**ACTION:**

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- E. Consideration of and action on a request for approval to receive grant funds from Fulton County Community Development Block Grant (CDBG) for clearing area around Wayman

and Bessie Recreation Center. See memorandum dated April 2, 2020 from Special Projects Administrator Jackson Myers.

**ACTION:**

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F. Consideration of and action on a request for approval of bids received for improvements of the playground equipment at the Brady Recreation Center (Phase II improvements). See memorandum dated April 1, 2020 from Interim Director of Recreation & Cultural Arts Michelle Johnson recommending Kompan at a cost of \$76,888.12. Funding is available through Fulton County Community Block Development (CDBG) funds. Also, see attached supporting documentation.

**ACTION:**

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G. Consideration of and action on a request for approval of a change order for Bouttee Tree and Landscaping Service to provide additional Services at the Wayman and Bessie Brady Recreation Center. See memorandum dated March 29, 2020 from Interim Director of Recreation and Cultural Arts Michelle Johnson requesting approval. Also, see attached supporting documentation

**ACTION:**

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H. Consideration of and action on a request for approval to move forward with receiving grant funds from Fulton County Community Development Block Grant (CDBG). See attached memorandum dated April 1, 2020 from Special Projects Administrator Jackson Myers.

**ACTION:**

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I. 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 26, 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. This item was considered during March 16, 2020 Regular Meeting Ward 1.

**ACTION:**

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## 9. Unfinished (Old) Business

- A. Consideration of and action on a request to approve Resolution and Ordinance to earn a Certified City of Ethics designation with Georgia Municipal Association (GMA). See memorandum dated April 1, 2020 from City Clerk Shavala Moore. Also, see attached Resolution, Ordinance and supporting documentation.

**ACTION:**

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- B. Consideration of and action on a request for approval of a revised Mayor and Council Departmental Budget Meeting Schedule for Fiscal Year 2020-2021 as well as an opportunity for general policy direction by elected leadership. See memorandum dated April 1, 2020 from City Manager Terrence R. Moore. Also, see attached revised Departmental Budget Meeting Schedule for Fiscal Year 2020-2021.

**ACTION:**

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## 10. New Business

- A. Consideration of and action on a request from Power Director Hugh Richardson for approval of his recommendation on the disbursement of the MEAG Power 2019 Year-End Settlement (YES) refund. See memorandum dated April 1, 2020 from Mr. Richardson recommending that \$1,230,087 be applied to monthly MEAG power bills. Also, see attached MEAG Power memorandum dated March 23, 2020 and Election Forms.

**ACTION:**

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- B. BIDA Board Membership Conduct. See memorandum dated April 1, 2020 from Director of Economic Development Artie Jones, III. Also, see attached supporting documentation.

**ACTION:**

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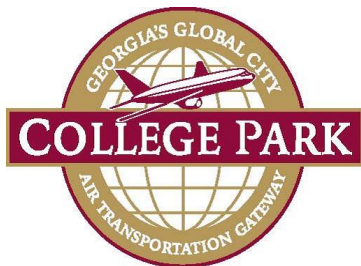
## 11. City Attorney's Report

## 12. City Manager's Report

- A. Discussion and update on top ten delinquent property tax payers. See memorandum dated April 1, 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 April 2, 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: 8051

**DATE:** March 29, 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 16, 2020

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See attached Regular Session Minutes dated March 16, 2020.

Thank you.

### ATTACHMENTS:

- RS031620 (DOC)

### Review:

- Shavala Moore Completed 04/01/2020 6:15 PM
- Rosylina Robinson Completed 04/02/2020 4:51 PM
- Terrence R. Moore Completed 04/02/2020 4:49 PM
- Mayor & City Council Pending 04/06/2020 7:30 PM

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CITY OF COLLEGE PARK  
MAYOR AND CITY COUNCIL  
REGULAR SESSION  
MARCH 16, 2020

**MINUTES**

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

Absent: None.

1. Opening Ceremonies.

A. Pledge of allegiance to the flag.

B. Invocation by Pastor Alexander.

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

Mayor Motley Broom said in an attempt to expedite the meeting, we are going to remove some items and make sure that we get everyone out of here in a quick fashion.

**ACTION:** Councilman Clay moved to approve to remove the following items from the agenda: 4a, deleted; 4b, tabled until April 6, 2020; 6a, tabled; 6b, removed; 6c, 6d, and 6e, tabled until April 6, 2020; and 9c, tabled until April 6, 2020, seconded by Councilman Taylor and motion carried. (All Voted Yes).

3. Presentation Of Minutes Of City Council.

A. Regular Session held March 2, 2020.

**ACTION:** Councilman Clay moved to approve Regular Session Minutes dated March 2, 2020, with changes, seconded by Councilman Taylor and motion carried as follows: (All Voted Yes).

Packet Page 9 Line 109 s/b "... after this promotes community engagement and therefore is a substantial benefit to the community..." not "...

Packet Page 9, Line 138 s/b "... we are on the brink..." not "...on the break..."

Packet Page 15, Line 375 s/b "... Palacio Collaborative..." not "... the collaborative firm..."

Packet Page 15, Line 369 s/b "... 35,000 foot overview..." not "...\$35,000 overview..."

Packet Page 22, Line 720 insert "... Are you implying that..."

Packet Page 23, Line 721 s/b "...quiet events..." not "...requirements..."

Packet Page 23, Line 776 s/b "...invitational roses..."

Packet Page 24, Line 797 timestamp needs to be added



48 B. Workshop Session held March 2, 2020.

49  
50 **ACTION:** Councilman Clay moved to approve Workshop Session Minutes dated March 2,  
51 2020, as presented, seconded by Councilman Taylor and motion carried. (All  
52 Voted Yes).

53  
54 4. Proclamations, Resolutions, Plaques, And Announcements.

55  
56 A. Presentation of a proclamation recognizing one of College Park's oldest residents (103  
57 years old), Mr. Philip G. Middleton, for his outstanding achievements and commitment  
58 exemplifying resilience and an innovative spirit.

59  
60 This item was permanently removed from the agenda.

61  
62 B. Presentation of a proclamation designating April 2020 as "Clean Up Month" in the City  
63 of College Park

64  
65 This item was tabled until April 6, 2020 Regular Session Meeting.

66  
67 5. Remarks Of Citizens.

68  
69 a. Jesse Atkins, 4600 Hopewell Road, College Park, Ga., came forward to discuss  
70 stormwater drainage at his home. We had water to hold in my yard. We have had to  
71 tear out carpet, office furniture, and furniture in the den. I spoke to Councilman Gay  
72 about it and the City Engineer. The City Engineer came to look at it, but nothing has  
73 been done. Anytime we get constant rain, we get flooded. It is something that the City  
74 allowed to happen. The contractor that built the subdivision needs to be responsible for  
75 that. I'm a disabled veteran. When will I get an answer about something?

76  
77 Mayor Motley Broom said it is our general policy to not respond to public comments  
78 with dialogue. But Mr. Moore, would you take his information and reach out?

79  
80 City Manager Terrence Moore said I will provide you my business card and make  
81 arrangements for a visit to my office, and we will go from there.

82  
83 Mayor Motley Broom recognized Commissioner Carn. Would you like to address  
84 everyone?

85  
86 b. Commissioner Carn came forward and gave a brief update on the county level of  
87 closures and changes due to Coronavirus-19. The government offices are closed until  
88 further notice. Senior centers are closed as of today. Meals On Wheels will continue  
89 throughout all 15 cities, and we added an additional contractor to supplement Meals On  
90 Wheels deliveries. Our libraries will be closed until further notice, as well. Fulton  
91 County Jail Visitation is suspended until further notice, including Alpharetta Annex and  
92 the South Fulton Annex in Union City. We suspended all court function statewide.  
93 Domestic abuse, mental health, hearings, and bond priorities will continue. The March

94 24, 2020 primary has been moved to May 19, 2020. Schools are closed. There are 6  
95 satellite schools where free breakfast and lunch is provided for the next day, including  
96 Tri-Cities Banneker and Langston Hughes. The MARTA Bus Rail is still available;  
97 however, they are on a diminished ridership schedule.  
98

99 The Governor today received a vote for his Emergency Declaration. It is the first time  
100 it has been done in Georgia history. This gives Governor Kemp emergency powers for  
101 the next 30 days until April 15, 2020. He can suspend any state law, restrict travel,  
102 limit public gatherings, mandate evacuations, confiscate property, and order  
103 vaccinations. It's a lot.

104  
105 One other thing you might want to look at is a lot of our contracts and your contracts  
106 have Force Majeure Clauses in them, so it might be something to look at right about  
107 now.  
108

109 We are having a virtual Town Hall Meeting with State Representative Roger Braus, the  
110 new Fulton County School Superintendent and Board Members, as well as our State  
111 Senator and myself. I will email information to you. I can also send the updates  
112 electronically on the county level. That's all I have. Thank you so much.  
113

114 c. Edwin Johnston, 1941 Roosevelt Highway, College Park, Ga., came forward to discuss  
115 the Roosevelt name change. We have been in business since 1926 and have been at the  
116 Roosevelt location since 1954. It is a real simple task for the City, but not so easy from  
117 a businessman's standpoint. We have a lot of expense involved with invoices, checks,  
118 and all of our electric presence has to be changed. If you do approve it, I ask that you  
119 consider the expenses involved and offer the people some sort of compensation,  
120 monetary, city fees, business license, or what have you. I think it would be a good  
121 gesture on your part to offer that to ease the burden of changing the name, if you decide  
122 to change the name. I appreciate you for hearing me.  
123

124 d. Matt Littlefield came forward and said Prime Solutions is willing to talk to you about  
125 how they can help the City of College Park and the State of Georgia with the  
126 Coronavirus.  
127

128 e. Jeffrey Shirk and Jeff Lammes, 02Prime Solutions, 4937 Triton Ct. West, Cape Coral,  
129 FL., 33904, came forward and discussed a solution they have to put in the air to kill the  
130 virus. Thank you.  
131

132 f. Stacie Alexander, 4132 Williamsburg Drive, College Park, Ga., came forward and said  
133 she would like to echo the comments from Mr. Johnston regarding the Roosevelt name  
134 change. It would be a substantial cost to change our technology of all of our social  
135 media outlets, as well as our letterhead. I'm very familiar with some of the things that  
136 have happened on Roosevelt, but I think it is a stretch to see the negative connotation to  
137 Roosevelt Highway. I don't think a name change would benefit or change what we see  
138 as a negative connotation there. It takes more than a name change. I would personally

139 encourage and challenge you to take a poll of the city to see if that name change would  
140 benefit us all. It would not benefit me at all. Thank you.

141  
142 g. Steve Conley, Hardin Avenue, College Park, Ga., came forward and said I have heard  
143 gunshots where I live. I get various comments from neighbors that ask about the  
144 gunshots. People hear gunshots in this city. I was wondering if anyone is familiar with  
145 a system called "ShotFinder"?

146  
147 Police Chief Ferman Williford came forward and said yes, I am.

148  
149 Mr. Conley explained how Shots Finder works. I don't know what it costs, but there are  
150 quite a number of cities that use this system. Will City Council be interested in looking  
151 at this and see if it would be something that will help the Police Department?

152  
153 Mayor Motley Broom said the Chief and I have had a conversation about this.

154  
155 h. Rex Willis, Jr., came forward and said I am currently serving in the Navy, and it has  
156 been disheartening to hear some of the things that have been said about my mother for  
157 the past few months. She does everything from the bottom of her heart. I just ask that  
158 the city continues to be the great city it has been, and a city that helped me to develop  
159 into the person I am today. Thank you.

160  
161 i. Julian Nabaa, The Corner Grille, came forward and said the restaurants don't know  
162 which direction the City is going to go. All I would ask is that we as a city look  
163 forward and do something that is going to be proactive versus reactive when it comes to  
164 the businesses and how they are going to operate, in the event the State decides to close  
165 restaurants and entertainment venues that have a meeting requirement.

166  
167 Mr. Nabaa said as far as supporting emergency loans, I know the President is talking  
168 about it. So, where can the City mediate some of those issues where there is not a lot of  
169 bureaucracy to get those loans in order to survive? I would like that discussion to be  
170 had with businesses as you move forward.

171  
172 j. Sheniece Willis, Board Certified Behavior Healer, 3524 Victoria, College Park, Ga.,  
173 came forward to discuss her family. My family and I have been constantly harassed by  
174 citizens and other community leaders. I truly want this to stop. This can no longer be  
175 tolerated. There have been open threats and harassment against myself and my family.  
176 There are open personal vendettas being promoted by citizens and community leaders all  
177 because my mother has a position on the BIDA Board.

178  
179 My mother and family have sacrificed for the success and growth of this community. It  
180 is disturbing that not one person has stopped this cycle of open abuse of power. For  
181 some, it has been the goal to slander and have my mother removed from her BIDA seat.  
182 Some of these same people she has supported and offered friendship. If you truly know  
183 my mother, it would be apparent that she loves this community. Moving forward, I hope  
184 that each and every one of us can take a look at how we treat one another, and if what

185 we are truly doing promotes the best of the community and growth. Let's support one  
186 another, because we are surely going to have to lean on one another. Thank you.

187

188 k. Rex Willis, 1927 John Calvin Avenue, College Park, Ga., came forward and said I want  
189 to address the slanders. And Mayor, you undermined and tried to do it before Subrenia  
190 got on BIDA and after, and I can prove it. And Councilman Clay, you asked something  
191 at BIDA the other night referencing Subrenia having 3 properties. You asked Dan Lee.  
192 Yes, she did. When it was brought to Subrenia's attention, she immediately went down  
193 and did an Open Records Request. It was an elderly code. We didn't know 1926 was  
194 on there. It would have been easier to explain to you. But instead of coming to open  
195 court, I said, no, I'm not going to do it.

196  
197 Secondly, when Councilman Gay asked, what would it take to cause to remove her, she  
198 didn't have any cause. We went down there and took care of it the next day. Then we  
199 said we want to pay whatever we owe the county and the city. We paid it last Thursday,  
200 and came up to the City and paid it. We were not behind on taxes before. So you want  
201 the facts, those are the facts. It is not about Subrenia on BIDA, it is about the work that  
202 she has done. You want to give somebody some money tonight. You all want to take it  
203 to court, take it. Subrenia is on the right side of the law. She didn't do anything wrong.  
204 It was an error on Subrenia, and an error on the county with the elderly code. She has  
205 the paperwork to show it. I'm upset because it is not right to continue to try to smear  
206 her name. And I'm not storming out.

207

208 6. Other Business.

209

210 A. Consideration of and action on a request from LaceUp Fitness, LLC for approval to host  
211 a 5k run/walk event "Atlanta Final Four 5k" on Saturday April 4, 2020 to include  
212 temporary street closures, directional signs, and banner placements. Wards 1 & 3.

213

214 This item was tabled and postponed.

215

216 B. Consideration of and action on a request for approval from organizers of the VeloCity  
217 Bike Ride event to place directional signs beginning Friday, May 1, 2020 for a  
218 cycling/Grady Hospital fund raiser even scheduled for Saturday, May 2, 2020. Wards 2  
219 & 4.

220

221 This item was removed from the agenda.

222

223 C. Consideration of and action on a request from the Atlanta Airport District for approval to  
224 host the annual Spin the District (Bicycle Criterium Race) and festival event on Sunday,  
225 May 3, 2020 from 9:00 a.m. until 7:30 p.m. Wards 1 & 2.

226

227 This item was tabled until further notice.

228

229 D. Consideration of and action on a request to hold a City of College Park resident only  
 230 “Community Shred-It Day” on Saturday, April 25, 2020 from 9:00 a.m. to 2:00 p.m. at  
 231 the Public Works Maintenance Facility located at 2233 Harvard Avenue. Ward 2.  
 232

233 This item was tabled until the April 6, 2020 Regular Session Meeting.  
 234

235 E. Consideration of and action on a request from Director of Public Works Mike Mason for  
 236 authorization to hold a “Household Hazardous Waste Day: drop off event in conjunction  
 237 with “April Clean Up Month 2020”. Ward 2.  
 238

239 This item was tabled until the April 6, 2020 Regular Session Meeting.  
 240

241 F. Discussion and update on recently adopted ordinances and resolutions.  
 242

243 There was no discussion on the recently adopted ordinances and resolutions.  
 244

245 7. Public Hearings.  
 246

247 A. Consideration of and action on a request to set a Public Hearing to consider the  
 248 annexation of property located at 5391 West Fayetteville Road from Unincorporated  
 249 Clayton County to the City of College Park. Ward 3.  
 250

251 City Planner Michelle Alexander came forward to explain the request. Items 7a and 7b are  
 252 dependent agenda items.  
 253

254 **ACTION:** Councilman Clay moved to approve a request from City Planner Michelle  
 255 Alexander to set a Public Hearing for April 6, 2020 to consider the annexation of  
 256 property located at 5391 West Fayetteville Road from Unincorporated Clayton  
 257 County to the City of College Park, seconded by Councilman Allen and motion  
 258 carried. (All Voted Yes).  
 259

260 B. Consideration of and action on a request to set a Public Hearing to consider the  
 261 annexation of property located at 5391 West Fayetteville Road from Unincorporated  
 262 Clayton County to the City of College Park.  
 263

264 Councilman Clay said on packet page 90, this is something I think the Council needs to  
 265 consider looking forward to the public hearing. Do we want more apartments to be the first  
 266 thing developed with no assurance of the rest of the development?  
 267

268 Councilman Clay said on packet page 93, one of the things they propose to do is they would  
 269 have a resident manager in place, and for 30 years. And I am wondering, City Attorney, can  
 270 we require them to put a covenant in the deed to say; that if that were sold to someone else,  
 271 that that requirement would remain with the property?  
 272

273 City Attorney Winston Denmark said my answer would likely be no. I don’t think we can  
 274 by contract effect the zoning or by deed. The conditions of zoning, there are limits to it, and  
 275 I think we would exceed the limits there.

276 Councilman Clay said okay. That is something for us to think about.  
277

278 **ACTION:** Councilman Clay moved to approve a request from City Planner Michelle  
279 Alexander to set a Public Hearing for April 6, 2020 to consider the rezoning of an  
280 annexed property located at 5391 West Fayetteville Road to the PD-R- Planned  
281 Development-Residential Zoning District, seconded by Councilman Allen and  
282 motion carried. (All Voted Yes).  
283

284 C. Public Hearing to consider a Conditional Use Permit at 5134 Old National Highway to  
285 allow for a place of worship in the BP Zoning District. Ward 3.  
286

287 Mayor Motley Broom said it is my understanding that the applicant has - -  
288

289 City Planner Michelle Alexander said - - requested withdrawal of this agenda item.  
290

291 Mayor Motley Broom said okay.  
292

293 Mayor Motley Broom declared the public hearing open.  
294

295 Mayor Motley Broom asked if there was anyone from the public who would like to speak  
296 for or against the Conditional Use Permit at 5134 Old National Highway.  
297

298 There were no comments made from the public.  
299

300 Mayor Motley Broom declared the public hearing closed.  
301

302 Councilman Allen asked, do we have to approve the withdrawal, and they have withdrawn  
303 the second time. What if we turn down the request? Can they not bring it up again for a  
304 year? If we approve the withdrawal, can they come back in another month and say, I've got  
305 more funding?  
306

307 Councilman Clay said if you had severity of withdrawing, rather than bringing it  
308 forward and having it denied.  
309

310 Councilman Allen asked, what if we denied it tonight?  
311

312 City Planner Michelle Alexander said you can consider the original petition.  
313

314 City Attorney Winston Denmark said yes. You can take action to approve or deny. And if  
315 it was the Council's decision to deny, then they would certainly be limited by the time  
316 constraints, in terms of when they can bring it back.  
317

318 **ACTION:** Councilman Allen moved to deny a request from City Planner Michelle Alexander  
319 for the withdrawal of the Public Hearing at 5134 Old National Highway to allow  
320 for a place of worship in the BP zoning district, seconded by Councilman Clay.  
321 Councilman Allen voted yes to deny. Councilman Clay voted yes to deny.

322 Councilman Taylor voted yes to deny. Councilman Gay abstained. Motion to deny  
323 carried.

324  
325 Councilman Gay said I want to make sure that we are not setting a precedent here. So, what  
326 is the point of being able to withdraw, if we have the discretion to deny?  
327

328 City Attorney Winston Denmark said any applicant at anytime can request to withdraw their  
329 application. You can accept or deny that request. This is nothing brand new.

330  
331 Councilman Gay asked, if I dismiss an action, are you saying my dismissal or deny doesn't  
332 kill it? It can still be moved on.

333  
334 City Attorney Winston Denmark said you don't have the right to unilaterally say I withdraw  
335 my application. If you want to withdraw it, you are at the pleasure of the Council.

336  
337 Councilman Gay said so the withdrawal is at our discretion.

338  
339 Mayor Motley Broom said yes.

340  
341 **ACTION:** Councilman Allen moved to deny a Conditional Use Permit at 5134 Old National  
342 Highway to allow for a place of worship in the BP zoning district, seconded by  
343 Councilman Clay. Councilman Allen voted yes to deny. Councilman Clay voted  
344 yes to deny. Councilman Taylor voted yes to deny. Councilman Gay abstained.  
345 Motion carried.

346  
347 8. Bids, Change Order Requests And Contracts.

348  
349 A. Consideration of and action on a request for approval to purchase twenty (20) fire  
350 hydrants in bulk to replace those that are damaged in the water distribution to ensure fire  
351 protection is maintained.

352  
353 **ACTION:** Councilman Clay moved to approve a request from Director of Public Works Mike  
354 Mason to purchase twenty (20) fire hydrants in bulk to replace those that are  
355 damaged in the water distribution to ensure fire protection is maintained, seconded  
356 by Councilman Taylor and motion carried. (All Voted Yes).

357  
358 B. Consideration of and action on a request for approval to purchase a 32' Electric Scissor  
359 Lift to ensure maximum productivity and handling of materials.

360  
361 **ACTION:** Councilman Clay moved to approve a request from Executive Director of the GICC  
362 Mercedes Miller to purchase a 32' Electric Scissor Lift to ensure maximum  
363 productivity and handling of materials, seconded by Councilman Taylor and  
364 motion carried. (All Voted Yes).

365

366 C. Consideration of and action on a request for approval to move forward with the purchase  
 367 and installation of decorative lighting on Main Street from Harvard Avenue to John  
 368 Wesley Avenue. Ward 2.

369  
 370 Councilman Clay said this is the second time that there is a lack of information regarding  
 371 the scope of the bid. We used to get tons of information in our packet. Now it has  
 372 slimmed down. I have no information on the appearance of the lighting, the number of  
 373 lights, and the location. It happens to be in my ward. So, why is that?

374  
 375 Director of Economic Development Artie Jones came forward and said my apologies.  
 376 Since we have been making the entire packet available to citizens, as far as viewability, I  
 377 did not include the bid itself.

378  
 379 Councilman Clay said in the interest of the economy, I think it is good to cut down on the  
 380 packet, but we can't do that at the expense of our decision-making ability up here. I am  
 381 going to vote no on it because I want the sufficient information to make a decision. And I  
 382 hope City Manager that you make sure that we get the information that we need up here.

383  
 384 Councilman Gay asked, are these the decorative lights that are continuing to what is  
 385 already on Main?

386  
 387 Director of Economic Development Artie Jones said they are not on Main, but they are  
 388 decorative lighting.

389  
 390 Councilman Gay asked, are you not working with Hugh who has been putting lights  
 391 throughout our city? We already have lights on Main. I thought when we made the motion  
 392 to do this, I thought it was a continuation on the first phase for the streetscape.

393  
 394 Councilman Clay said I had nothing to do with this.

395  
 396 Councilman Gay said I'm confused.

397  
 398 Director of Economic Development Artie Jones said we recently cut down the trees on  
 399 Main Street 3 blocks. And because of the lights that Hugh has, the light didn't make it to  
 400 the ground. These lights will shine upwards. It is not a continuation of lights that we have  
 401 had in the past. I am working with Hugh in the Power Department.

402  
 403 Councilman Gay asked, how are you going to run the power?

404  
 405 Director of Economic Development Artie Jones said I have already talked to Power about  
 406 it.

407  
 408 Mayor Motley Broom asked, does anyone have any other questions?

409  
 410 **ACTION:** Councilman Gay moved to approve a request from Director of Economic  
 411 Development Artie Jones to move forward with the purchase and installation of



412 decorative lighting on Main Street from Harvard Avenue to John Wesley Avenue.  
 413 Councilman Gay voted yes. Councilman Taylor voted no. Councilman Clay voted  
 414 no. Councilman Allen voted no. Motion did not pass.  
 415

416 Councilman Clay said we can bring it back at the next council meeting to reconsider.  
 417

418 **ACTION:** Councilman Clay moved to bring back for reconsideration at the next council  
 419 meeting a request from Director of Economic Development Artie Jones to move  
 420 forward with the purchase and installation of decorative lighting on Main Street  
 421 from Harvard Avenue to John Wesley Avenue, seconded by Councilman Gay and  
 422 motion carried. (All Voted Yes).  
 423

424 D. Update to finalize bids submitted for consideration of external public relations  
 425 contractual services.  
 426

427 Director of Communications Gerald Walker came forward to give an update on bids for  
 428 external public relations contractual services.  
 429

430 Councilman Clay asked, which bidder do you prefer?  
 431

432 Director of Communications Gerald Walker said I am currently working with Phase:3.  
 433 M320 had a pretty good package. M320 had to farm out their video services. We  
 434 determined that they didn't have to have video services because we have that ourselves. I  
 435 am comfortable with Phase:3.  
 436

437 Councilman Allen said I was introduced to Phase:3 through the DMO. They are very  
 438 aware of what is going on on the southside of Atlanta and the College Park area. They  
 439 have been very, very good professionally.  
 440

441 Councilman Clay said I have been pleased with Phase:3. This is, again, a case where if we  
 442 had the precise scope of the bid here that we could have had a bunch more meaningful  
 443 comparisons and discussions. That is another point where the information we need to get  
 444 needs to be more complete.  
 445

446 **ACTION:** Councilman Clay moved to approve Phase:3 for External Public Relations  
 447 Contractual Services, seconded by Councilman Allen and motion carried. (All  
 448 Voted Yes).  
 449

450 9. Unfinished (Old) Business.  
 451

452 A. Consideration of and action on a request to adopt a Resolution authorizing the renaming  
 453 of portions of Roosevelt Hwy (Hwy 29), located within the corporate city limits of the  
 454 City of College Park, to Main Street. Ward 2.  
 455

456 Special Projects Administrator Jackson Myers came forward to explain the request.  
 457

458 Councilman Clay said one of the issues the people have is the cost that we heard during  
459 public comment. The cost of changing their letterhead and their website changes, and things  
460 of that nature. And I believe when we first heard it, we talked about giving them more time  
461 to do that. If we were to give them more time, and we aligned it with the required date for  
462 renewal of licenses, would that maybe solve everybody's problem? Would it alleviate the  
463 financial problem?  
464

465 Special Projects Administrator Jackson Myers said the City still has the financial burden of  
466 changing the signs out, the billing, and changes for the building official (Oscar Hudson).  
467 It's an expense that they are going to have to incur.  
468

469 Councilman Gay said since I made the motion, I would like to make a few comments. The  
470 decision was reached by 4 appointees. The second thing is that it was not about a negative  
471 connotation of Roosevelt Highway. It does have some challenges further down into other  
472 cities. My great grandmother and grandfather are from White City Road, so I too have a  
473 connection to the road. The change in the name to Jesse A. Dent was a change that  
474 outweighed the negative.  
475

476 For the record, I am trying to find ways to add value to the city as an elected official. Every  
477 time we make a motion to do something proactive, it is the same people who continue to  
478 come down here, and anything that is good they are pushing against it. I respect everyone's  
479 opinion, but I can't make everyone happy.  
480

481 Councilman Gay said the other thing is the Atlanta Airport Parking that is coming online  
482 will be paying close to \$250,000.00 in electricity. The Patel property will pay close to  
483 \$15,000.00 (ph). The Sheraton Hotel is \$18,000.00, and it goes on and on. We were trying  
484 to extend Main Street more for branding and consistency. I hope we will support it.  
485

486 Councilman Gay said last thing, before you got on Council, we gave a huge concession to  
487 Mr. Johnston. That is a huge revenue for them, as well as cover expenses for his  
488 stationary.  
489

490 Mayor Motley Broom asked, are you saying that we cover the expenses for stationary?  
491

492 Councilman Gay said no. The only business opposed was Mr. Johnston. We have given  
493 that business a huge concession by letting him park all those cars in the back of that  
494 building. I just hope that this Council looks at the benefit versus a few costs.  
495

496 Councilman Clay asked, is 4 months ample time Jackson?  
497

498 Special Projects Administrator Jackson Myers said yes. The licenses would have to be  
499 reissued under the new name for those businesses.  
500

501 Mayor Motley Broom said their addresses will just change.  
502

503 City Clerk Shavala Moore said we can just change it in the system and keep it moving.  
504 There is no fee to change the address.

505  
506 Mayor Motley Broom said we want to make sure that the change is as smooth as possible.

507  
508 Special Projects Administrator Jackson Myers said the expense to the City is for Public  
509 Works and billing customers.

510  
511 Mayor Motley Broom said the cost is \$3,300.00.

512  
513 **ACTION:** Councilman Gay moved to approve a request from Special Projects Administrator  
514 Jackson Myers to adopt a Resolution authorizing the renaming of portions of  
515 Roosevelt Hwy (Hwy 29), located within the corporate city limits of the City of  
516 College Park to Main Street, seconded by Councilman Clay and motion carried.  
517 (All Voted Yes).

518  
519 **(Councilman Taylor briefly stepped out of council chambers)**

520  
521 B. Follow-up clarity regarding management of tractor trailer ingress/egress on Dukes Realty  
522 property from Highway 29. Ward 2.

523  
524 City Engineer Rob MacPherson, Senior Vice President for Prime Engineering, came  
525 forward to give an update on Dukes Realty Property from Highway 29, to include the  
526 stacking lanes and the restrictive bar.

527  
528 Councilman Gay said I asked if you could do a 24 inch raised concrete curb, and you didn't  
529 respond back. I have seen tractor-trailers jump 12-inch curbs.

530  
531 City Engineer Rob MacPherson said I would not recommend a 12-inch curb.

532  
533 Councilman Gay said it is a thirty something million dollar facility. The deceleration lane  
534 should never have occurred. What is the problem in saying, pour your form, and put  
535 another 12 inches; is that an issue?

536  
537 City Engineer Rob MacPherson said the island is 12 inches.

538  
539 Councilman Gay asked, what is the engineering difference behind the 24 inches?

540  
541 City Engineer Rob MacPherson said the 12 inches would accomplish the same thing.

542  
543 Councilman Clay said I see where the bar is now, and I don't know whether the bar was  
544 there before or not.

545  
546 City Engineer Rob MacPherson said it had been recently added, sir.

547

548 Councilman Clay said I asked for a bar at the end of that lane. And if the comment was that  
549 the truck might get damaged, well, if there are enough signs there, the truck should never  
550 get damaged. I suggest, in addition to putting a bar where I suggested, we put one at the end  
551 of that ramp right at where you would go onto Roosevelt, a height restricting bar.  
552

553 City Engineer Rob MacPherson said they are concerned with having the double bar that  
554 close to the intersection, because as those tractor-trailers are turning into the development,  
555 they don't want it damaged that way either from that side.  
556

557 Councilman Gay asked, can't you just move the post over another 10 feet?  
558

559 City Engineer Rob MacPherson said there is no curb on this side of the driveway (indicating  
560 on map). I would suggest the higher curb.  
561

562 Councilman Gay asked, is there anything in place to help us enforce driving down White  
563 City Road, in the case of accidents on I-285?  
564

565 City Engineer Rob MacPherson said there are 2 Gateway signs at College Park tall enough,  
566 but low enough to restrict transfers driving in and out of Hathcock Road (reading).  
567

568 Councilman Clay said from the turn in from Roosevelt Road, I just realized the stacking  
569 lane, that when you are coming in from the east, and you make a right turn into the complex,  
570 that stacking lane is actually 2 lanes wide.  
571

572 City Engineer Rob MacPherson said that is correct. That is per Item No. 2. Those are  
573 typically required by GDOT.  
574

575 Councilman Clay said the only truck that has the problem when they make a right turn in is  
576 the truck that is in the inner stacking lane. You show an island, but that island is intended  
577 for a truck to be able to drive over; isn't it?  
578

579 City Engineer Rob MacPherson said they are like 4 inches high by GDOT standard.  
580

581 Councilman Clay said it is going to be very difficult for that truck to make a right turn.  
582

583 Mayor Motley Broom asked, does it change the consensus of the Body to raise the curb?  
584

585 Councilman Clay said yes, it does.  
586

587 City Engineer Rob MacPherson said the curb is between the exit eastbound and the truck  
588 lane on the right. We are forcing them to go around the outside of this island here  
589 (indicating). Now, that curb doesn't allow him to get into the left-turn lane.  
590

591 Councilman Clay said I'm good.  
592

593 Councilman Gay asked, will there ever be a light at Hathcock?

594 City Engineer Rob MacPherson said that is up to GDOT.  
595

596 It was the consensus of Mayor and Council for the installation of a higher curb regarding  
597 management of tractor trailer ingress/egress on Dukes Realty property from Highway 29.  
598

599 C. Follow-up direction regarding branding and marketing logo considerations.  
600

601 This item was tabled until the April 6, 2020 Regular Session Meeting.  
602

603 10. New Business. None.

604 11. City Attorney's Report. None.  
605

606 12. City Manager's Report.  
607

608 City Manager Terrence Moore said March 21, 2020, the Strategic Retreat, that will no  
609 longer be the case. What is being directed are individual cluster meetings with department  
610 directors, as opposed to a large gathering. I am asking permission for April 13, 2020 to  
611 meet at 6:00 p.m. to review the outcomes.  
612

613 Councilman Allen said I'm good.  
614

615 Councilman Clay said okay.  
616

617 A. Discussion and update on top ten delinquent property taxpayers. NO ACTION  
618 REQUIRED.  
619

620 Councilman Clay said on packet page 155, what are the stats of the first 6 on the list?  
621

622 Director of Finance & Accounting Althea Philord-Bradley said a payment was received for  
623 the first one. They have not made the 2019 taxes. They continue with the promise to pay,  
624 but there is an outstanding lien on those 2 properties.  
625

626 Director of Finance & Accounting Althea Philord-Bradley said on the second one, we have a  
627 promise to pay. We contacted them on 3/13/20.  
628

629 Councilman Clay asked, what action can we take?  
630

631 Director of Finance & Accounting Althea Philord-Bradley said it is liened already.  
632

633 City Attorney Winston Denmark said you can foreclose on the lien.  
634

635 Councilman Clay said we will give them a little more time.  
636

637 B. Discussion and update on top ten delinquent utility customer accounts. NO ACTION  
638 REQUIRED.  
639

640 Councilman Clay said on packet page 158, Virtual Citadel, City Attorney, we talked about  
641 this today. What is the status?  
642

643 City Attorney Winston Denmark said the bankruptcy court approved the assumption and  
644 assignment between Block Data and Virtual Citadel. So now we can bill Block Data  
645 Processing for the prospective amounts. However, the debt that they owe us now, based on  
646 the Automatic Stay in the bankruptcy, we can't pursue that. But the bankruptcy court also  
647 approved the acquisition of Virtual Citadel. And once that happens, then the buyer, who is  
648 likely to be Block Data, will assume the back debt, as well. There are not going to be  
649 any other bidders. That is part A of the process.  
650

651 Councilman Clay asked, what is the starting point?  
652

653 City Attorney Winston Denmark said Block Data, they are under contract now, but they  
654 weren't before because they were in bankruptcy. The date of the order was the 13<sup>th</sup> of this  
655 month.  
656

657 Councilman Clay said then they should be opening an account.  
658

659 Director of Finance & Accounting Althea Philord-Bradley said they have not opened an  
660 account.  
661

662 City Attorney Winston Denmark said we will work with Althea and get that accomplished.  
663

664 Councilman Gay said the debt has been moved to the new buyers.  
665

666 City Attorney Winston Denmark said not the debt; that is still with Virtual Citadel.  
667

668 Councilman Gay said I thought the agreement was they contract with us was to pay this debt  
669 and not make it a part of the acquisition or part of the bankruptcy.  
670

671 City Attorney Winston Denmark said they could not do that because all their debts and  
672 assets are part of the state bankruptcy.  
673

674 Councilman Gay said that is what I was arguing.  
675

676 City Attorney Winston Denmark said the light at the end of the tunnel is the Judge approved  
677 Block Data to assume, so that agreement is now effective and the plan for them to sell to  
678 Block Data.  
679

680 Councilman Clay said that stops the bleeding, and we have the ability in the future to  
681 recover the backlog, as well.  
682

683 City Attorney Winston Denmark said they are on the hook to pay us going forward as of the  
684 13<sup>th</sup>. The arrears, I don't know how long it will take. I think sometime in Spring.  
685

686 Mayor Motley Broom asked, if not for the contract that we executed, would we have any  
687 hope of recovering that money?  
688

689 City Attorney Winston Denmark said we would be in a much worse position.  
690

691 Councilman Gay said to my argument, cut them off, and they pay. Just for the record, you  
692 really plan to keep them on, and that is what I was arguing. This guy gets to stay on.  
693

694 Director of Finance & Accounting Althea Philord-Bradley said Power and I did have a  
695 meeting with the new owners, and they did promise to pay that debt.  
696

697 Councilman Gay said that's good.  
698

699 Councilman Clay asked, has the first department been cut off?  
700

701 Director of Finance & Accounting Althea Philord-Bradley said yes.  
702

703 Councilman Clay said good.  
704

705 13. Report of Mayor and Council.  
706

707 Councilman Clay – said a citizen suggested again for us to add an amount to the utility bill  
708 to help others with their payments. We have talked about that before. I thought we had the  
709 capability to do that. Other cities can do it. So, can we do that or not?  
710

711 Director of Finance & Accounting Althea Philord-Bradley said I'm not sure.  
712

713 Director of Power Hugh Richardson said under Project Share you can add to the utility bill  
714 to help others.  
715

716 Councilman Clay asked, how do I do that?  
717

718 Director of Power Hugh Richardson said we need to contact Project Share.  
719

720 Councilman Clay asked, is there a way, if we work with Project Share, can our money go to  
721 our citizens?  
722

723 Director of Power Hugh Richardson said no, it goes into the county.  
724

725 Councilman Clay asked, is there a way we can do it without going through Project Share so  
726 we can just benefit our own citizens?  
727

728 Director of Power Hugh Richardson said we can set up our own fund.  
729

730 Director of Finance & Accounting Althea Philord-Bradley said I would have to check the  
731 system.

732 Councilman Clay asked, can we look into that Madam Mayor?  
733

734 Mayor Motley Broom said if someone wants to roundup on their bill to the next dollar, or  
735 add \$1.00, or \$3.00, or \$5.00, if we as a city can help facilitate that to help other residents, I  
736 don't see why not.  
737

738 Councilman Clay said we put \$50,000.00 in awhile back, along with \$14,000.00 from  
739 Georgia Gas rebate to create a fund, and we used that fund to help particularly senior  
740 citizens. I assume that has been totally exhausted at this point.  
741

742 Director of Finance & Accounting Althea Philord-Bradley said I'm not sure.  
743

744 Councilman Clay said that would be the kind of fund that it would go into.  
745

746 Councilman Taylor – said I have nothing to report.  
747

748 Councilman Allen – said I want to thank all the workers in the city during these times with  
749 the virus. You are getting different directions. So, I thank everybody for what they have  
750 done.  
751

752 Councilman Allen said I would like to congratulate the Woodward Basketball Team on their  
753 win.  
754

755 Councilman Allen asked, on Virginia Avenue, the road where they had fixed the pipes on  
756 Virginia Avenue across from Manchester Arms, are they planning on fixing that anytime  
757 soon?  
758

759 Director of Public Works Mike Mason came forward and said yes, sir.  
760

761 Councilman Gay – said I would also like to thank and congratulate staff as well, along with  
762 Mayor & Council, on doing a remarkable job during this time, and the leadership that you  
763 all are exhibiting.  
764

765 Councilman Gay said the second thing, the travel budget that we just adopted, I just got  
766 criticized for not reading it well. There is a provision in there that it doesn't pay for  
767 unrestricted funds for family. There are staff members who may travel for business and  
768 have minor children. A lot of the conferences have a spouse and children cost, which is  
769 nominal. I would like us to look at, if minor children are involved with employees that  
770 travel for business, that we cover the cost of the spouse and/or children for conference fees  
771 only.  
772

773 Councilman Gay said there is a surge in Wards 2 and 4 in the apartment community to put  
774 programs in that provide assisted living. We are seeing drugs, alcohol, HIV Aids, and  
775 several others. We are seeing the owners and property managers leasing out entire blocks  
776 and units for assisted living. The concern I have is, if we are going to prohibit Airbnb's,  
777 short-term rentals and rooming houses, there needs to be a conversation to how we restrict,



778 enforce, or monitor programs that are now starting to move into our apartment communities.  
779 It takes away the inventory for working class families. I am working with Oscar Hudson to  
780 bring something to Mayor & Council. According to Michelle, it is already prohibited. Am I  
781 right?

782  
783 Director of Inspections Oscar Hudson said I need to talk to Michelle Alexander, but I  
784 believe so.

785  
786 Councilman Clay said it is very clear that we do not want halfway houses. It sounds like  
787 what you are talking about is very close to a halfway house.

788  
789 Councilman Gay said it is a group home.

790  
791 Director of Inspections Oscar Hudson said I consider it a group home.

792  
793 Councilman Clay said we don't allow either one, do we?

794  
795 Director of Inspections Oscar Hudson said no. If Mayor & Council were to approve them,  
796 there is a distance between each one.

797  
798 Councilman Clay said exactly. What you are talking about falls into one of those two  
799 categories.

800  
801 Councilman Gay said the concern is it is not being enforced. And Chief, to that point,  
802 we've had 2 incidents in one of the complexes. You should find out from the owners of the  
803 complexes who they are putting in the programs.

804  
805 Police Chief Ferman Williford agreed. We will look into that.

806  
807 Councilman Gay said I would like to thank Public Works for the leadership for the donated  
808 sod for the multipurpose field.

809  
810 Mayor Motley Broom said that was in conjunction with Economic Development, as well.  
811 Renee Coakley worked hard on that. It was a real group effort amongst everyone.

812  
813 Mayor Motley Broom – said I want to thank everyone for their patience as we go through  
814 this unsettling and uncertain time. Things are certainly changing by the hour. Gatherings  
815 of 10 or more have been discouraged on the federal level. We will abide by those  
816 guidelines going forward. There is a conference call tomorrow at 2:00 with many of the  
817 metro mayors, and probably some mayors from other jurisdictions with the governor, so I  
818 will certainly report back on anything that the governor shares with us. We are all in  
819 this together. We will need to be patient, vigilant, and working through this situation with  
820 Covid-19. All of us on Council are thinking about this 24/7 and want to make sure that the  
821 health and safety of our citizens is paramount.

822

823 **ACTION:** Councilman Gay moved to recess Regular Session to take up Executive Session to  
824 approve Executive Session Minutes only, seconded by Councilman Clay and  
825 motion carried. (All Voted Yes).

826  
827 Mayor Motley Broom declared the Regular Session recessed at 9:54 p.m.

828  
829 14. Executive Session.

830  
831 Executive Session adjourned at 9:56 p.m. and Regular Session reconvened at 9:58 p.m.

832  
833 15. Approval of Executive Session Minutes.

834  
835 **ACTION:** Councilman Clay moved to approve Executive Session Minutes dated March 16,  
836 2020, as presented, seconded by Councilman Taylor and motion carried. (All  
837 Voted Yes).

838  
839 16. Adjournment.

840  
841 Mayor Motley Broom declared the Regular Session adjourned at 10:00 p.m.

842  
843  
844  
845  
846  
847  
848  
849

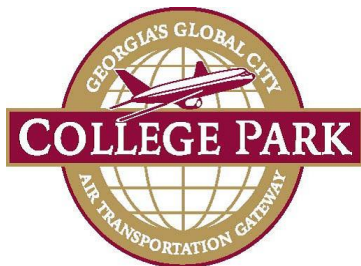
**CITY OF COLLEGE PARK**

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

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860  
861 **ATTEST:**

862  
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864 \_\_\_\_\_  
865 **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: 8052

**DATE:** March 29, 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 16, 2020

See attached Workshop Session Minutes dated March 16, 2020.

Thank you.

### ATTACHMENTS:

- WSS031620 (DOC)

### Review:

- Shavala Moore Completed 03/30/2020 11:15 AM
- Rosylina Robinson Completed 03/31/2020 10:01 AM
- Terrence R. Moore Completed 04/01/2020 2:10 PM
- Mayor & City Council Pending 04/06/2020 7:30 PM

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CITY OF COLLEGE PARK  
MAYOR AND CITY COUNCIL  
WORKSHOP SESSION  
MARCH 16, 2020

**MINUTES**

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

Absent: None.

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

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

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

The workshop session reconvened at 6:03 p.m.

City Manager Terrence Moore said I am asking that we table Item 3 until further notice.

Mayor Motley Broom said I think it would be more appropriate to continue it to another day

City Manager Terrence Moore said April 20, 2020.

**1. Consideration Regarding IGNITE College Park Community Oriented Grant Proposal Review Services.**

Ms. Jamelle McKenzie came forward and gave a brief overview of the progress IGNITE has made to date.

Ms. McKenzie discussed via power point budget projections and other accomplishments. We anticipate raising \$14,000.00 to \$16,000.00 going forward.

Ms. McKenzie discussed projections for 2020-2021.

Mayor Motley Broom said you established partnerships with 25 organizations already. Who is on the radar for the upcoming fiscal year?

Ms. McKenzie said more veterans, utility, rents, food, and clothing. United Way suggested that we start small. We are planning to extend the hours. I have been in touch

47 with Representative Schofield. We want to hold our annual fundraising event at the  
48 GICC this coming year. The cost will be around \$12,500.00. We are asking the City for  
49 assistance of \$85,000.00.

50

51 Ms. McKenzie discussed the breakdown of how the funds would be distributed. There is  
52 a change in the salaries for IGNITE. We are asking for more so we can do more. In  
53 addition to this, it includes running the Community Services Grants Program. We need  
54 to put out notification to the community, and we would take applications from nonprofit  
55 organizations. There is a 2-year wait after receiving a grant to apply again. A selection  
56 committee would be made up from each ward.

57

58 Ms. McKenzie discussed proposed workshops and projects for 2020-2021. Any  
59 questions?

60

61 Councilman Gay said on packet page 14, this is just a comment. I noticed there was no  
62 coordination of any initiatives in Ward 4. There is nothing mentioned that you did  
63 anything with any of my ward or any initiatives in my ward. Secondly, do you pay  
64 yourself a salary Jamelle?

65

66 Ms. McKenzie said yes. I'm a contractor, so I receive a portion, but we pay other  
67 persons as well. We had 4 contractors this past year.

68

69 Councilman Gay said so, you will get a partial salary.

70

71 Ms. McKenzie said yes.

72

73 Councilman Gay said you mentioned you raised \$20,000.00, but I don't see the  
74 disbursements. I don't see what you did with the money.

75

76 Ms. McKenzie said we have not raised the complete \$20,000.00 because we still have 3  
77 months left in the year. So, year-to-date we have raised \$11,940.00.

78

79 Councilman Gay said so the \$11,940.00 went back into your program.

80

81 Ms. McKenzie said yes.

82

83 Councilman Gay said Fulton County just paid out \$5.4 million in community service  
84 grants. Were you unsuccessful, or you did not bid?

85

86 Ms. McKenzie said when they first put out the RFP, we went to the meeting at the  
87 library, and they told us that the grants were not going to be given. And then the next  
88 notification we received was that the grants had already been given. There was a  
89 problem with the funding of that program. We did not know.

90

91 Councilman Gay asked, is this something we would bid out, \$85,000.00?

92

93 City Manager Terrence Moore said it's a professional service. In this particular case, it  
94 would be a traditional professional service agreement given our relationship with  
95 IGNITE.

96  
97 Councilman Allen said I commend you for everything you do. The program is fantastic.  
98 I can't believe what you have done with the small amount of money that you have had.  
99 Second of all, don't forget some of the other people. You mentioned that this is for zip  
100 code 30337. A lot of other people need help as well.

101  
102 Ms. McKenzie said at the beginning of the summer, that was our biggest time. Right  
103 now has been a slower time due to people getting their tax refunds. During the summer  
104 we had several people from 30339 that we were assisting. We began to help people with  
105 their power bill, but we can form a partnership with Georgia Power too.

106  
107 Councilman Clay said I pretty much got all my questions answered over the weekend. I  
108 would like to extend what Ken said. I was amazed at the amount of things you have been  
109 able to get done. It's incredible. And if we were able to go forward and take under our  
110 wing additional services that we can farm out to, and you can administer review for  
111 grants, it's going to make a huge difference in the city. I'm happy and appreciative of  
112 everything you have done so far.

113  
114 Mayor Motley Broom said on packet page 13 (reading), the numbers are a little bit  
115 different. So, I was a little confused going through it. On that page you are asking  
116 \$75,000.00 from us.

117  
118 Ms. McKenzie said Councilman Clay reached out to me this morning, and it was a typo.

119  
120 Mayor Motley Broom said you cut the annual fundraiser.

121  
122 Ms. McKenzie said we would have spent \$12,000.00 to raise at least \$25,000.00. The  
123 top line is the income we were looking at. We know that it will cost us \$12,000.00 for  
124 the fundraiser, so I separated the \$85,000.00 from the \$98,000.00. We are willing to  
125 raise the funds to do the fundraiser.

126  
127 Mayor Motley Broom asked, are there any other sources of funds besides the City of  
128 College Park? To Mr. Denmark, the management of the grant program, and making sure  
129 that there is someone establishing a substantial benefit to the city, has there been a  
130 discussion on how that would be determined? I would think you would have to have  
131 some form of review by counsel.

132  
133 City Attorney Winston Denmark said we revised the memorandum dated February 14,  
134 2020, and updated one from September 10, 2019. We indicated that this is a proper use  
135 of police power of the City to help benefit the general welfare; that this program is  
136 essentially providing a service that the City could itself provide. And if the City could do  
137 it itself, it could contract with someone to do it, but we recommended a strategic plan to

138 provide for our community service initiatives like these, and then we can contract based  
139 on what was in our strategic plan.

140

141 Mayor Motley Broom said yes, but if IGNITE is using City money to administer a grant  
142 program to others.

143

144 City Attorney Winston Denmark said there would have to be some direct City  
145 involvement in the vetting process. IGNITE can do the heavy lifting, but Mayor &  
146 Council can designate someone from staff.

147

148 Councilman Clay said but if we are going to give city money to nonprofits to help them  
149 help our city, and we have included those services under our authority, then somebody  
150 has to administer the grants. We could have the City Clerk get together with the City  
151 Manager with the Police Chief and they can decide on the grants, or we can have Council  
152 decide on the grants. We could contract out to IGNITE, since they are intimately  
153 immersed in the program and know the different organizations.

154

155 City Attorney Winston Denmark said I think it would be problematic to have a non-city  
156 entity making decisions about the distribution of city money. I think we have to have a  
157 rank and file city person involved. How the precise shape of that takes, there are a lot of  
158 possibilities. I don't think IGNITE can distribute city money solely.

159

160 Councilman Clay said they are in the role of assisting, organizing the grant applications,  
161 making notifications, getting the word out, and contacting the agencies.

162

163 City Attorney Winston Denmark said that part is fine, as long as the ultimate decision  
164 resides with whoever Mayor & Council designates.

165

166 Ms. McKenzie said it has to be a program that is assisting persons in the city.

167

168 Councilman Clay said the ultimate objective of this presentation is to feed into the budget  
169 cycle at some time; is that correct?

170

171 Ms. McKenzie said yes.

172

173 City Manager Terrence Moore said I provided you information to that effect. Initially the  
174 concept involved an amount of 10 percent of the total allocation; \$50,000.00 of which  
175 IGNITE's proposal to the Office of the City Manager represented a fee of about  
176 \$5,000.00 based on that. But there have been other levels of support to IGNITE since the  
177 inception going back to 2018-2019.

178

179 Councilman Clay asked, how much above the \$50,000.00 are you asking for?

180

181 City Manager Terrence Moore said the \$50,000.00 is separate from what you would  
182 make available.

183

184 Councilman Clay asked, how much were you planning for the budget that Jamelle is  
185 requesting for? Is there a difference?

186

187 Mayor Motley Broom said IGNITE doesn't get the \$50,000.00. IGNITE is asking the  
188 City of College Park for \$85,000.00 for operations, so we are talking about \$135,000.00  
189 total.

190

191 City Manager Terrence Moore said yes. The \$50,000.00 is for the grants program. The  
192 previous direction was \$5,000.00 increments. And the fee specific for that purpose was  
193 \$5,000.00 working with IGNITE in that regard. In terms of any proposed budget  
194 recommendations for 2020-2021, it is the \$50,000.00 grants program, as well as a  
195 \$5,000.00 fee for IGNITE. So anything above and beyond that would be a budget  
196 adjustment via revenues coming in or savings.

197

198 Councilman Clay asked, what have you spent in 9 months?

199

200 Ms. McKenzie said we have spent \$38,000.00.

201

202 Councilman Clay said you would have expended about \$55,000.00. You're talking about  
203 adding to that capability. The budget adjustment that you made this past year of  
204 \$35,000.00 to enable IGNITE to do everything they have done so far, for them to do that  
205 in a whole year would have taken roughly \$50,000.00. So for them to continue at the  
206 same level of services this year, you would allocate \$50,000.00 plus \$5,000.00 to  
207 administer the grants.

208

209 Mayor Motley Broom said that is the amount I was working with.

210

211 City Manager Terrence Moore said for Fiscal Year 2020-2021, when the City Council  
212 allocated the \$35,000.00 initial contribution to IGNITE, it did not come with the proviso  
213 of an annual commitment to this effect. You are seeking some additional support for the  
214 upcoming year. The proposed budget process for 2020-2021 does not contemplate that.  
215 So, if there is an interest on the part of Mayor & Council working with IGNITE above  
216 and beyond the \$5,000.00 fee for the grants approach, my suggestion would be to  
217 consider doing something as part of the current fiscal year closeout, so as to not  
218 compromise any recommendations for 2020-2021.

219

220 Councilman Clay said so take it out of this year's budget, rather than next year's budget.  
221 That is good information.

222

223 Mayor Motley Broom asked, what is the sentiment of the Body?

224

225 Councilman Gay said my thought is I think they are doing an amazing job. Second thing,  
226 if you look at Fulton County or other governmental organizations, all their grant  
227 programs are in-house. Seldom are there any grant programs administered externally. I  
228 will abstain, and let you all handle it. I think you should finish out this fiscal year. I am  
229 basing this on dollars and cents, and not relationship.



230 Councilman Allen said I think they do a good job. I think IGNITE brings a lot to the City  
 231 as far as public relations that we don't even see that people are talking about on the street.  
 232 I would like to see IGNITE get the \$85,000.00. However, we have to do that for the  
 233 year, and we consider the grants a separate year.

234  
 235 Mayor Motley Broom said maybe we need to sit back and have some more conversation  
 236 between Council and City Manager to sort out the funding issues. There may have been  
 237 a bit of disconnect on the discussion tonight between the two of you. I would rather  
 238 everybody come back and be on the same page with that. Does that work?

239  
 240 Councilman Clay said I think so. I agree with Ken. I think we are becoming a model for  
 241 other cities around here. With our current situation, with us sitting here and a few staff  
 242 people, this is going to be a difficult year, and I think our people are going to need as  
 243 much help as they can get.

244  
 245 Ms. McKenzie said thank you.

246  
 247 **2. College Park Complete Count Committee update on the 2020 Census**  
 248 **outreach efforts, progress and future events.**

249  
 250 City Clerk Shavala Moore introduced Merri Sheffield who is an active resident in the  
 251 community that handles the Census for College Park.

252  
 253 Ms. Merri Sheffield, 3366 College Street, College Park, Ga., came forward and said  
 254 everything with the Census has changed within the last 72 hours. United Way gave us a  
 255 grant for \$6,000.00 to do a particular project. We had it scheduled to have it unveiled on  
 256 Census Day. We may or may not be able to do that. We already have things on social  
 257 media.

258  
 259 Ms. Sheffield said I am coming to you to ask for a way to be able to connect with as  
 260 many people as possible. I am asking the people of the College Park Women's Club to  
 261 help gather information. Same thing in Ward 4. We need information on those groups. I  
 262 am more than happy to train the people, and they can be the person that delivers the  
 263 information. We have been updating things on Facebook. College kids are counting at  
 264 the college and not at home. If people fly for more than 3 days, they are counted where  
 265 they fly from. Any questions?

266  
 267 Councilman Clay said in here it says March 31, but everybody won't be counted by then.

268  
 269 City Clerk Shavala Moore said that is 2021.

270  
 271 Councilman Clay asked, all these little nuances that you mentioned of where you live, is  
 272 that documented?

273  
 274 Ms. Sheffield said yes.

275

276 Councilman Clay said if you make it available to us, we can post it.

277

278 Ms. Sheffield said the college situation just came in this afternoon.

279

280 Councilman Allen said thank you very much for your time.

281

282 **3. Presentation on the naming and branding of the new mixed-use development**  
283 **currently referred to as “Airport City”.**

284

285 **ACTION:** Councilman Clay moved to table until April 20, 2020 a Presentation on  
286 the naming and branding of the new mixed-use development currently  
287 referred to as “Airport City”, seconded by Councilman Allen and motion  
288 carried. (All Voted Yes).

289

290 **ACTION:** Councilman Clay moved to adjourn Workshop Session to take up Executive  
291 Session to discuss personnel, pending litigation, and the potential purchase  
292 of real estate, seconded by Councilman Gay and motion carried. (All Voted  
293 Yes).

294

295 Mayor Motley Broom declared the Workshop Session adjourned at 7:03 p.m.

296

297

298

299

300

301

302

303

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305

**CITY OF COLLEGE PARK**

306

307

308

309

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

310

311

312

313

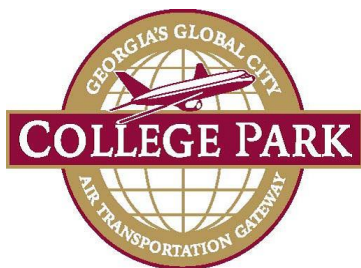
314 **ATTEST:**

315

316

317

\_\_\_\_\_  
318 **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: 8033

**DATE:** March 26, 2020

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

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

**FROM:** Mike Mason, Public Works Director

**RE:** Proclamation - May Clean - Up Month 2020

## ***PROCLAMATION***

**WHEREAS,** During the month of May, 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 May 16, 2020 during May 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 May 2020 as

## **MAY 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 6<sup>th</sup> DAY OF APRIL 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:**

- May Clean-Up Month 2020 (PPTX)
- Shred It Day 05-2020 (PPTX)
- HHWD Flyer - 2020 City of College Park (DOC)

**Review:**

- Mike Mason Pending
- Rosylie Robinson Pending
- Terrence R. Moore Pending
- Mayor & City Council Pending 04/06/2020 7:30 PM



# MAY 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)**

# 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.

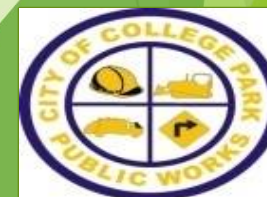
**Saturday, May 16, 2020**

**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





# HOUSEHOLD HAZARDOUS WASTE DAY IN THE CITY OF COLLEGE PARK



## Household Hazardous Waste Day May 16, 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: 8035

**DATE:** March 26, 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 May 16, 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 May 16, 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 26, 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 05-2020 (PPTX)

**Review:**

- Mike Mason Pending
- Rosylene Robinson Pending
- Terrence R. Moore Pending
- Mayor & City Council Pending 04/06/2020 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, May 16, 2020**  
9:00AM to 2:00 PM

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

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# CITY OF COLLEGE PARK

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

## REG SESSION AGENDA REQUEST

DOC ID: 8034

**DATE:** March 26, 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 “May 2020 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 “May 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 “Clean-Up Month”. The one-day event will be held Saturday, May 16, 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:** April 6, 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 04/06/2020 7:30 PM



# HOUSEHOLD HAZARDOUS WASTE DAY IN THE CITY OF COLLEGE PARK



## Household Hazardous Waste Day May 16, 2020 from 9:00 am – 2:00 pm

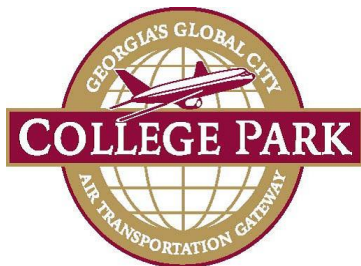
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- Electronics

**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: 8024

**DATE:** March 26, 2020

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

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

**FROM:** Hugh Richardson, Power Director

**RE:** AMI Update

Access Point Performance - number of electric meters communicating:

	2/26	3/4	3/11	3/18	
Charlestown	2300	2304	2239	2306	
W. Fayetteville		2859	2822	2865	2833
Princeton	3096	3130	3153	3118	
Total	8255	8256	8257	8257	

Electric Meters: 8257

Water Meters: 3028

Total Meters & Endpoints: 11,285

Requiring manual reads/rereads = 174= 1.5% of total  
 Electric = 6, Water = 168

System is remotely reading about 98.5%.  
 Electric = 99.9%; Water = 94.5%

### ATTACHMENTS:

- AMI Project Update April 2020 (PDF)

### Review:

- Hugh Richardson Completed 03/25/2020 10:33 AM
- Rosylne Robinson Completed 03/26/2020 6:52 PM

Updated: 3/26/2020 6:50 PM by Hugh Richardson

Page 1

- Terrence R. Moore      Completed      04/01/2020 2:06 PM
- Mayor & City Council      Pending      04/06/2020 7:30 PM



# Access Point Recent Performance

## Electric Meters Communicating 2.4 GHz Signal Frequency

<b>Date</b>	<b>Charlestown</b> (water tank)	<b>W. Fayetteville</b> (water tank)	<b>Princeton</b> (cell tower)	<b>Total</b>
Feb. 26	2300	2859	3096	8255
Mar. 4	2304	2822	3130	8256
Mar. 11	2239	2865	3153	8257
Mar. 18	2306	2833	3118	8257





# Meter Performance

Electric Meters: 8257

Water Meters: 3028

Total electric meters and endpoints = 11,285

Electric manual reads/re-reads = 6

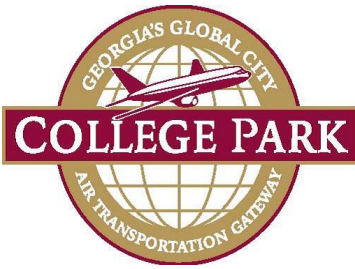
Electric Meters Reading 99.9%

Water meter manual reads/re-reads = 168

Water Meters Reading 94.5%

Total system performance of 98.5%

Next month's report should show improvement with the replacement of more water meters and endpoints.



# CITY OF COLLEGE PARK

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

## REG SESSION AGENDA REQUEST

DOC ID: 8053

**DATE:** April 1, 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:** April 6, 2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** None

**AFFECTED AGENCIES:** None

**STAFF:** Office of the City Clerk

### ATTACHMENTS:

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

### Review:

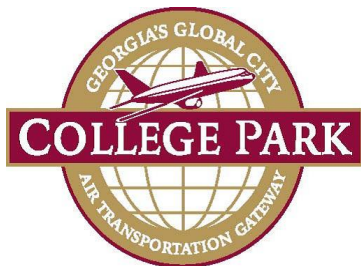
- Shavala Moore Completed 03/30/2020 11:11 AM
- Rosylne Robinson Completed 03/31/2020 10:00 AM
- Terrence R. Moore Completed 04/01/2020 2:11 PM
- Mayor & City Council Pending 04/06/2020 7:30 PM

**2020 Resolutions**

<b><u>Number</u></b>	<b><u>Name</u></b>	<b><u>Adopted</u></b>
2020-01	Mayor Longino – Years of Service Resolution	1/6/2020
2020-02	NLC Service Line Warranty Agreement Resolution	1/6/2020
2020-03	Execution of the MEAG Power Municipal Competitive Trust Fund	2/3/2020
2020-04	MEAG Voting Delegate	2/3/2020
2020-05	HB 309 - GA Local Gov't Infrastructure Finance Authority Act	<b>PENDING</b>
2020-06	Roosevelt Hwy Renaming	2/17/2020
2020-07	City of Ethics Resolution	<b>PENDING</b>

**2020 ORDINANCES**

<b><u>Ord. No.</u></b>	<b><u>Ordinance</u></b>	<b><u>Adopted</u></b>
2020-01	120-Day Moratorium on Tire Shops	2-17-2020
2020-02	State of Emergency Ordinance	3-19-2020
2020-03	Emergency Coronavirus Ordinance – Shelter in Place	3-25-2020
2020-04	Ethics Ordinance	<b>PENDING</b>



# CITY OF COLLEGE PARK

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

## REG SESSION AGENDA REQUEST

DOC ID: 7981

**DATE:** March 30, 2020

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

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

**FROM:** Michelle Alexander, City Planner

**RE:** Public Hearing for Consideration of a Rezoning of 5391 West Fayetteville Road  
(No Decision)

**PURPOSE:** Public Hearing for consideration of a rezoning for a annexed property located at 5391 West Fayetteville Road from Unincorporated Clayton County to the City of College Park.

**REASON:** Before consideration of the annexation of 5391 West Fayetteville Road, Mayor and Council will hold a public hearing on the requested rezoning. The applicant is requesting the PD-R: Planned Development - Residential District in order to build a mixed-use development. This public hearing will have no decision.

**RECOMMENDATION:** Staff recommends approval of the rezoning with the conditions listed in the staff report. The Planning Commission heard this case at their February 24th, 2020 meeting and recommended approval with staff's conditions in addition to the condition that a fiscal impact report and traffic study be completed before the April 6th, 2020 meeting.

**BACKGROUND:** The property consists of 4 parcels and approximately 43 acres of undeveloped, wooded land. The attached maps include both the City of College Park Zoning Map and the Unincorporated Clayton County Zoning Map in order to provide a full picture of the surrounding land use. The Unincorporated Clayton County Future Land Use Map designates the property as Mixed Use. The applicant is requesting that the property be rezoning to the PD-R: Planned Development-Residential Zoning District.

If the rezoning is approved, then the applicant will be required to return to Planning Commission and Mayor and Council with a detailed plan for the development as required by the PD-R Zoning District. This plan will be reviewed by the City Planner, City Engineer, and other city personnel to ensure compliance with all requirements of the PD-R District as well as any conditions placed on the rezoning by Council.

**COST TO CITY:** Fiscal Impact Report Attached

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:** Fiscal Impact Report Attached

**CITY COUNCIL HEARING DATE:** April 6th, 2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** Clayton County was notified of the annexation and did not respond.

**AFFECTED AGENCIES:** N/A

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** No Decision can be made on this item until the annexation is voted on.

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**STAFF:** Michelle Alexander

**ATTACHMENTS:**

- Certified Mail to Clayton County\_01-22-2020 (PDF)
- 5391WFayettevilleRd\_StaffReportUpdate (PDF)
- 5391W.FayettevilleRoadMaps (PDF)
- UpdatedApplication3\_25 (PDF)
- 1938- College Park Site Layout 3.11.20 (PDF)
- Examples\_Renderings (PDF)
- Fiscal Impact Report for 5391 West Fayetteville Road Annexation (PDF)
- Preliminary Traffic Summary (PDF)
- Examples1stfloorretail (DOCX)

**Review:**

- Michelle Alexander Completed 03/25/2020 2:02 PM
- Rosyline Robinson Completed 03/25/2020 4:55 PM
- Inspections Pending
- City Attorney's Office Pending
- Terrence R. Moore Completed 04/02/2020 4:40 PM

- Mayor & City Council Pending 04/06/2020 7:30 PM

TY OF COLLEGE PARK  
P. O. BOX 8737  
COLLEGE PARK, GA 30337



Clayton County Board of Commissioners  
Attention: Chairman Jeffrey E. Turner  
112 Smith Street, Annex 1  
Jonesboro, Georgia 30236

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City, State, ZIP+4

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



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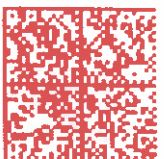
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Clayton County C00  
112 Smith Street, Annex 1  
Jonesboro, Georgia 30236

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CITY OF COLLEGE PARK  
P.O. BOX 87137  
COLLEGE PARK, GA 30337

Tasha Mosley  
District Attorney Clayton County  
Harold R. Banke Justice Center  
9151 Tara Boulevard, 4th Floor  
Jonesboro, Georgia 30236



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Nicolette Washington, Planner  
City of College Park  
3667 Main Street  
College Park, Georgia 30337

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Sent To: Tasha Mosley, District Attorney  
Street, Apt. No., or PO Box No.: 9151 Tara Blvd, 4th Floor  
City, State, ZIP+4: Jonesboro, GA 30236



## CITY OF COLLEGE PARK

P.O. BOX 87137 • COLLEGE PARK, GA. 30337 • 404/767-1537

January 22, 2020

SENT VIA CERTIFIED MAIL

The Clayton County Board of Commissioners  
112 Smith Street, Annex 1  
Jonesboro, GA 30236

Re: City of College Park's Proposed Annexation of three parcels on W. Fayetteville Rd.

Dear Commissioners:

Please be advised that the City of College Park, Georgia, by the authority vested in the Mayor and the Council of the City of College Park, Georgia by Article 2 of Chapter 36, Title 36, of the Official Code of Georgia Annotated, intends to annex the property here in after described by ordinance at a regular meeting of the Mayor and the City Council.

This letter has been sent to you by certified mail, return receipt requested, within five (5) business days of acceptance of an application for annexation, a petition for annexation, or upon the adoption of a resolution for annexation by the City of College Park, in accordance with O.C.G.A. § 36-36-6 and O.C.G.A. § 36-36-9 and after receipt of the application for zoning pursuant to O.C.G.A. §36-36-111.

The property to be annexed consists of three (4) parcels owned by McDonald Southchase I, LLC, located in the 13<sup>th</sup> District of Clayton County and more specifically described as:

- (1) Parcel ID No. 13071 C B001 (0 W. Fayetteville Rd);
- (2) Parcel ID No. 13071 C B002 (5295 W. Fayetteville Rd);
- (3) Parcel ID No. 13071 C B003 (5335 W. Fayetteville Rd); and
- (4) Parcel ID No. 13090A A002 (0 W. Fayetteville Rd).

The proposed zoning is PD-R – Planned Development Residential District described in Article 4 of the College Park Zoning Code. The applicant has proposed a mixed-use development with multifamily at a density of fourteen units per an acre.

Pursuant to O.C.G.A. § 36-36-7 and O.C.G.A. § 36-36-9, you must notify the Mayor and Council of the City of College Park, in writing and by certified mail, return receipt requested, of any county facilities or property located within the property to be annexed, within five (5) business days of receipt of this letter.

Pursuant to O.C.G.A. § 36-36-4 public hearings on zoning of the property to be annexed as PD-R – Planned Development Residential are intended to be held on February 24, 2020 by the College



## CITY OF COLLEGE PARK

P.O. BOX 87137 • COLLEGE PARK, GA. 30337 • 404/767-1537

Park Planning Commission and on April 6, 2020 by the Mayor and City Council of College Park. If the county has an objection under O.C.G.A. § 36-36-113, in accordance with the objection and resolution process, you must notify the Mayor and Council of the City of College Park within thirty (30) calendar days of the receipt of this notice. Please copy the City Attorney on all related correspondence (Fincher Denmark LLC, 100 Hartsfield Center Pkwy, Suite 400, Atlanta, GA 30354).

Sincerely,

\_\_\_\_\_  
City Manager, City of College Park

CC: County Attorney's Office  
Clerk of Board of Commissioners  
County CEO/Administrator

**Rosylne Robinson**

---

**From:** Nicolette Washington <nwashington@tcfatl.com>  
**Sent:** Wednesday, January 22, 2020 2:35 PM  
**To:** Rosylne Robinson  
**Subject:** Addresses!

Hey Ros – these are the addresses that the Certified Letter needs to go to!

Clayton County Board of Commissioners  
Attention: Chairman Jeffrey E. Turner  
112 Smith Street, Annex1  
Jonesboro, GA 30236

Detrick Stanford  
Clayton County COO  
112 Smith Street, Annex 1  
Jonesboro, GA 30236

Tasha Mosley  
District Attorney Clayton County  
Harold R. Banke Justice Center  
9151 Tara Boulevard  
4th Floor  
Jonesboro, GA 30236

**Nicolette Washington, Planner**  
[1514 East Cleveland Avenue Suite 82](#)  
| East Point, GA 30344 | ph 404.684.7031 | fax 404.684.7033 |  
[www.tcfatl.com](http://www.tcfatl.com) - Visit our website today!





**Evaluation Prepared by:** Michelle M. Alexander, City Planner  
**Planning Commission Meeting:** February 24<sup>th</sup>, 2020  
**Council Meeting (Request date):** March 16<sup>th</sup>, 2020  
**Council Meeting Public Hearing:** April 6<sup>th</sup>, 2020

**Applicant:** Birkdale Land Investments, LLC

**Subject Property:** 5391 W Fayetteville Road, College Park, GA 30349

**Total Lot Size:** 43.62 acres                      **Parcels:** 13071C B001, 13071C B002, 13071C B003, 13090A A002

**Request:** Application Birkdale Land Investments, LLC for Annexation and Rezoning of a property located at 5391 W. Fayetteville Road, College Park, GA 30349 into the City of College Park with the zoning **PD-R – Planned Development Residential**.

**Current Land Use:** Vacant Land                      **Future Land Use Plan:** Clayton County Indicates Mixed Use

**Surrounding Zonings:**

Current Zoning		Current Land Use
North	RM – Residential Multiple Family	Apartment Complex
East	BP – Business Park	Office Buildings
East	Clayton County - Office Institutional	Schools
South	Clayton County - Office Institutional	Schools
West	OP – Office Professional	Mental Health Services

**Background:** The subject property is located in Unincorporated Clayton County on the west side of West Fayetteville Road. Notifications were sent to the Clayton County Board of Commissioners, the Clayton County COO, and the Clayton County District Attorney concerning this annexation. Letters were sent by certified mail and receipts were received for each letter. There were no responses or comments received from Clayton County concerning this matter. The letter and certified mail receipts are attached for reference.

The attached maps indicate that the subject 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. The applicant has submitted examples of previous developments around the Atlanta area showing examples of architecture and amenities that they typically provide. They have also offered to provide tours or showings to members of the Council who might be interested in viewing their properties. Additionally, the applicant has provided examples of other properties and preliminary renderings for the subject property. There are also two weblinks provided at the end of this report as examples of properties the applicant owns.

**Findings:** The applicant has agreed to carve out a parcel for standalone commercial space at the entrance to the development with an **estimated 15,000 square feet of commercial space**. This space will be marketed as commercial space to potential partners for the applicant. The attached site plan indicates the section designated for this parcel. The mixed-use development will be built in Two Phases with the first phase to begin as soon as possible. The total development will include approximately **410 apartment units, 15 townhome units, and a guarantee of 4,000 square feet of commercial space**. The applicant has indicated that they will be marketing up to a total of 12,600 square feet of additional commercial space. This space is indicated as “flexible” space to avoid unoccupied 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 apartment units will include one-bedroom units at 650 SF, two-bedroom units at 850 SF, and three-bedroom units at 1,100 SF. The applicant estimated the unit breakdown to be 25% one-bedroom, 50% two-bedroom, and 25% three-bedroom. The townhome units will be for sale at market price. This overall proposal is estimated at **9.6 units/acre**. The proposed **open space for the development is 77%**. The proposed site plan is attached for reference.

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. The applicant has indicated they are willing to answer any questions concerning target income levels or affordable housing procedures. A **full-time, on-site management and maintenance team** will also be provided for the duration of the developer’s ownership. This arrangement is also suggested below as a condition of zoning to guarantee the continued on-site management of the property should the current owner sell the property.

A community gathering space will be provided according to the site plan as well as an outdoor amenity space in the open courtyard. These amenities as well as some additional amenities are also suggested as a condition of zoning to increase the livability of the development. It is also suggested that a detailed landscape plan that includes sidewalks, lighting, and plantings be submitted for review by the City Engineer prior to approval of building plans.

A **fiscal impact study** breaking down the expenditures and revenues to the City is attached. The major costs to the City for the residential aspect of the development including fire protection, police services, public works activities, and parks and recreation are included. Revenues to the City include the taxes and fees that will be paid by the applicant if the development is completed. The report also includes the projected revenue to the City if the property is annexed into the City but not developed. Other possible revenues to the City include the



applicant's commitment to using College Park Power for the development, and the potential retail sales from the proposed commercial 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 of 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 are attached and have been provided to the City Engineer for review. The applicant's summary is below. Another concern was the possible future widening of West Fayetteville Road. A requirement for the applicant to meet the GDOT suggested setbacks is suggested as a condition to mitigate this concern.

**Notes on Traffic Study from the Applicant:** *Please note that the attached study was based on the original, much larger footprint. For the first phase of development, based on the smaller footprint, we'd expect for there to be about 2.5-3 cars entering/exiting the development per minute at peak hours. At other times of the day, we'd expect there to be around 1 car/minute entering or exiting. The second phase of development projects to add 1.5-1.75 cars entering/exiting the development per minute at peak hours (this is adjusted from the summary, based on 170 multifamily units). Other times of the day, we'd expect there to be 1 car/minute entering or exiting. In all, the property will add around 2 cars/minute to an arterial road and 4-5 cars/minute at peak hours.*

**Conclusion:** The proposed use for the property is unlikely to affect surrounding properties due to the generally similar or more intense adjacent uses, and the Clayton County's designated future land use for the area is mixed-use, which indicates the desire for this type of property. The area would benefit from the mixed-use development given the proposed commercial space along West Fayetteville Road and the mix of unit sizes in the development. These types of housing options are needed in the area and providing them as part of a mixed-use development is in line with the City's Comprehensive Plan. The potential commercial space this development would provide would enrich the nearby residential developments. Finally, a development of this size and quality has the potential to increase the market value and draw more investment for the area.

**Planning Commission Meeting Notes:**

- The planning commission brought up concerns about safety and security for the development. The applicant indicated they would be willing to gate the property should it be a concern to the community. This can be added as a condition if the Council finds that appropriate.
- The commission also asked if this many units was necessary – the applicant responded that they would review. The applicant has revised their site plan to reduce the multifamily units from 542 units to 410 units. This revision brings the proposed units per an acre to an estimated 9.6.
- Concerns about traffic were also expressed – the client indicated they were working on a traffic study to be completed before the MCC meeting on April 6<sup>th</sup>. This has been completed and is attached. It was also provided to the City Engineer for review.





- The commission expressed several concerns about the cost and revenue to the City, the applicant provided some rough numbers but indicated some more clear calculations would be prepared for the MCC Meeting. A fiscal impact report has been conducted and is attached for reference.

**Planning Commission Recommendation:** The planning commission recommended approval of the application with staff's conditions. The commission also asked that a traffic study be completed, and a fiscal impact study be conducted for the project to show potential revenues and expenses for the City. Both studies were completed and are attached for reference.

**Staff Recommendation:** The City Planner recommends *approval* of the annexation and rezoning for the proposed development with the following conditions:

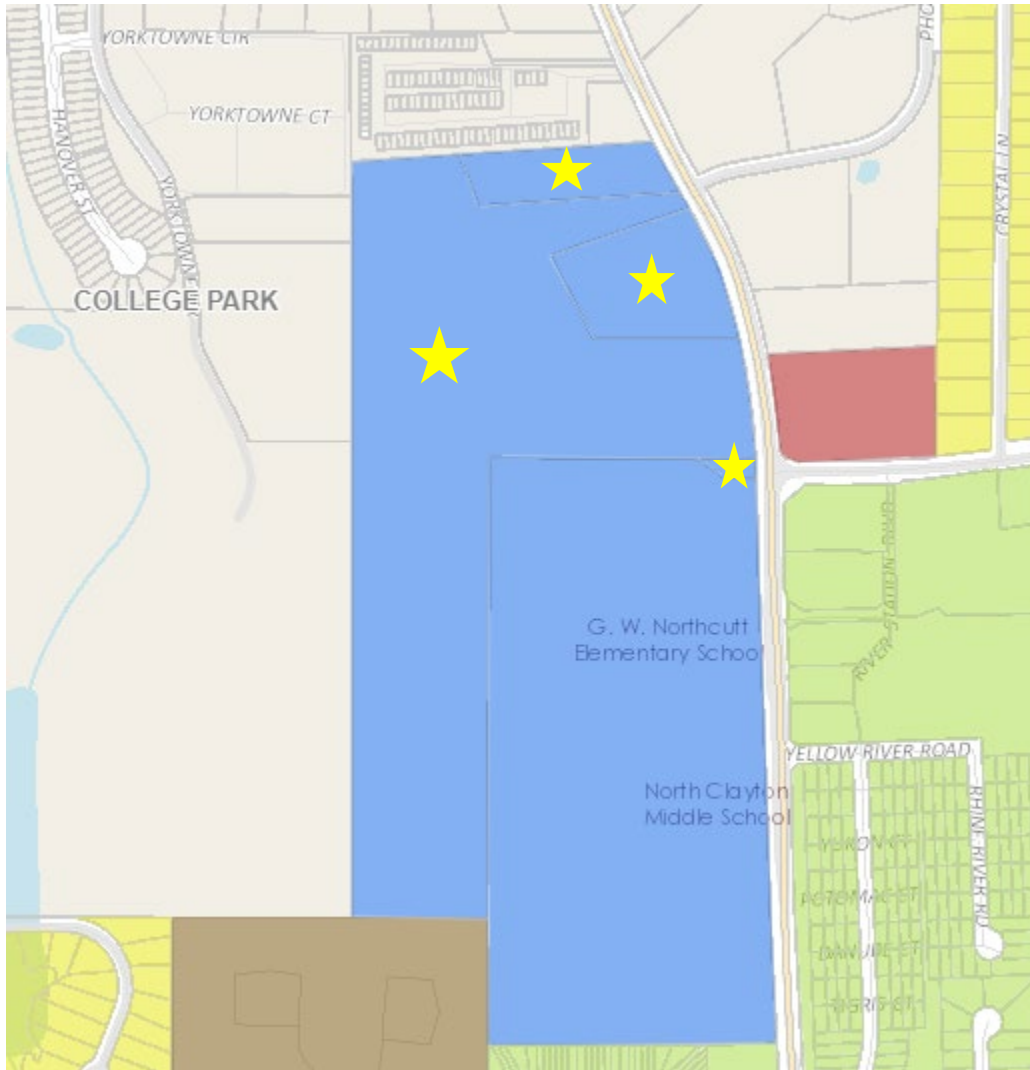
1. The development is appropriately setback from West Fayetteville Road to allow for Georgia Department for Transportation required right of way should the road be widened in the future.
2. The two entrances off West Fayetteville Road will be lined up with existing curb cuts and approved by Georgia Department for Transportation.
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 major 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.
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 to be reviewed by the City Engineer 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
- Fiscal Impact Report
- Traffic Study
- Examples of other properties:
  - <https://www.park9apts.com/>
  - <https://eddyrvl.com/>

# Maps

Subject Property



Clayton County Zoning Map

Photos



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



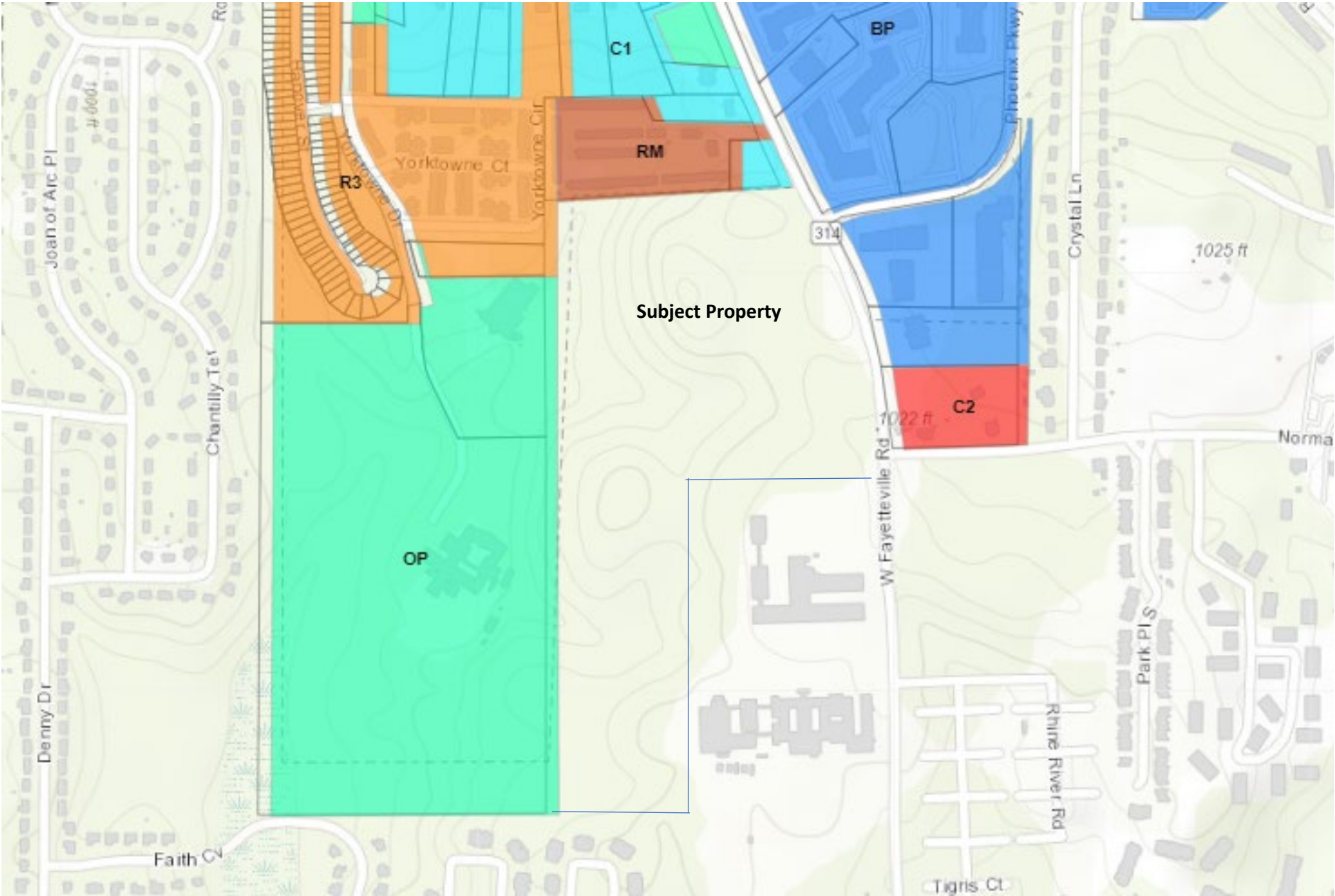
Intersection of Phoenix Parkway and West Fayetteville Road



# Clayton County Zoning Map



College Park Zoning Map



# ANNEXATION



DATE SUBMITTED 1/21/2020

APPLICANT INFORMATION

APPLICANT NAME (PLEASE PRINT) Birkdale Land Investments, LLC. Contact: Josh Marx

ADDRESS 1390 Dogwood Circle, Smyrna, GA 30080

PHONE 404-285-0664 CELL 404-285-0664 FAX \_\_\_\_\_

E-MAIL ADDRESS charlesyoung39@hotmail.com  
Contact: Jmarx@prestwickcompanies.com  


OWNER INFORMATION (If different from Applicant)

PROPERTY OWNER (PLEASE PRINT) McDonald Southchase I, LLC

ADDRESS 3715 Northside Pkwy, NW Bldg 200 Suite 700, Atlanta, GA 30327

PHONE 404-239-0885 CELL \_\_\_\_\_ FAX \_\_\_\_\_

E-MAIL ADDRESS amcdonald@mcdco.com

PROPERTY INFORMATION

ADDRESS 5391 West Fayetteville Road, College Park, GA 30349

CURRENT USE vacant residential CURRENT ZONING office institutional

PROPOSED USE mixed use PROPOSED ZONING PD-R

SIZE OF PROPERTY 43.79 acres NET DENSITY (RESIDENTIAL) 14 units/acre

Parcels: 13090A A002, 13071C B001, 13071C B002, 13071C B003

APPLICANT AFFIDAVIT

Personally appeared before me Birkdale Land Investments who on oath deposes and states that the  
(Applicant's Name) % Chuck Young  
Information contained in this application is true to the best of his/her knowledge and belief:

Megan Bell  
Notary Public

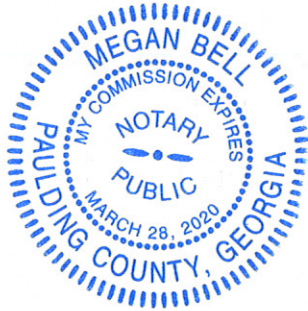
[Signature]  
Signature of Applicant

12/16/19  
Date

Birkdale Land Investments, LLC  
Print Name % Josh Mar

1390 Dogwood Circle  
Address

Smyrna, GA 30080  
City, State, Zip



OWNER'S AFFIDAVIT

Personally appeared before me John R. McDonald who on oath agrees with  
(Property Owner's Name)  
the rezoning request and states that the information contained in this application is true to the best of his/her  
knowledge and belief:

[Signature]  
Notary Public

[Signature]  
Signature of Applicant

12/18/19  
Date

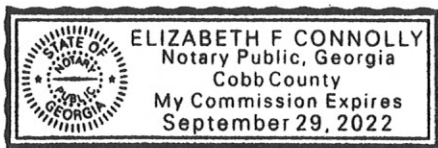
John R. McDonald  
Print Name

Signature of City Clerk

3715 Northside Pkwy. NW, Bldg 200, Suite 700  
Address

Date

Atlanta GA 30327  
City, State, Zip





**Birkdale Land Investments, LLC  
1390 Dogwood Circle, Smyrna, GA 30080**

March 12, 2020

City of College Park  
Planning and Zoning  
3667 Main Street  
College Park, GA 30337

RE: 5391 West Fayetteville Road, College Park Annexation and Rezoning Revised Letter of Intent

To Whom It May Concern:

Please let this letter serve as our official letter of intent for the annexation and rezoning of 5391 West Fayetteville Road.

The proposal is to develop a mixed use community which will include 410 multifamily units, 15 townhomes, and one outparcel which projects to have 15,000 SF of dedicated commercial space. The multifamily component will serve residents that earn between 50%, 60%, and 80% of the Area Median Income as defined by HUD in the Atlanta – Sandy Springs – Marietta MSA and will be completed in two phases. Both phases will have 2,000 SF of dedicated commercial space with 7,300 SF of flexible space that will be marketed as commercial space. The total potential commercial space on site will be 33,600 SF. The current zoning is office and institutional with Mixed Use as the future land use. The site is currently located in unincorporated Clayton County.

Based on a competitive quote for services, the team will use College Park Power to provide electricity to the site.

If you have any questions or need further assistance, please don't hesitate to contact me at 404.285.0664 or via email at [Charlesyoung39@hotmail.com](mailto:Charlesyoung39@hotmail.com)

Sincerely,



Charles M. Young, Jr.

**CITY OF COLLEGE PARK**

**ANNEXATION PETITION**

12/16/19  
(Date of Submission)

To the Mayor and City Council of College Park, Georgia,

We, the undersigned, all of the owners of all real property of the territory described herein respectfully request that the Mayor and City Council of the City of College Park annex this territory to the City of College Park, Georgia, and extend the city boundaries to include the same.

I have been advised that the State Law (Georgia Code 36-36-20) requires a survey of properties to be annexed. Therefore, I agree to provide at my expense, a complete survey of the property conveyed by this petition, including a metes and bounds description, prepared by a competent surveyor.

I understand that my execution of this petition, as evidenced by my signature below does not guarantee the annexation of my property into College Park. I further understand that as a condition of my property being annexed into the City of College Park, the property must be contiguous to the present or future legal corporate limits of the City of College Park. The City will inform me of the date of the public hearing at which my property will be considered and voted on for annexation.

I further understand that I may withdraw this annexation petition at any time prior to the time the Annexation Petition is acted upon by the Mayor and Council of the City of College Park.

The territory to be annexed is unincorporated and contiguous (as described in O.C.G.A. § 36-36-20) to the existing corporate limits of College Park, Georgia, and the description of such territory is as follows:

[Insert or attach complete description(s) of land to be annexed.]


Name	Address	Signature	Date
Birkdale Land Investments, LLC % Chuck Young	1390 Dogwood Circle Smyrna, GA 30080		12/16/19

EXHIBIT "A"

## LEGAL DESCRIPTION

ALL THAT TRACT OR PARCEL OF LAND lying and being in Land Lots 70, 71 and 91 of the 13<sup>th</sup> District of Clayton County, Georgia, and being more particularly described as follows:

BEGINNING at the intersection of the westerly right-of-way line of State Route #314, also known as West Fayetteville Road (80 foot right-of-way) and the line common to Land Lots 71 and 90 of said district; proceeding thence along said westerly right-of-way line of State Route #314, southerly a distance of 64.75 feet along a curve to the right, said curve having a radius of 1706.791 feet and being subtended by a chord having a bearing a distance of South 01 degree 29 minutes 01 second East a distance of 64.75 feet to a point; leaving said westerly right-of-way line of State Route #314 and proceeding thence South 88 degrees 37 minutes 47 seconds West a distance of 102.66 feet to a point; proceeding thence North 54 degrees 09 minutes 51 seconds West a distance of 109.81 feet to a point on said line common to Land Lots 71 and 90; proceeding thence along said common Land Lot line and along the line common to said Land Lots 70 and 91 South 89 degrees 07 minutes 39 seconds West a distance of 702.93 feet to a concrete monument found; leaving said line common to Land Lots 70 and 91 and proceeding thence South 00 degrees 51 minutes 21 seconds East a distance of 1518.42 feet to a 1/2 inch rebar set; proceeding thence North 86 degrees 28 minutes 39 seconds West a distance of 458.90 feet to an etched hole in the top of stone found; proceeding thence North 00 degrees 06 minutes 57 seconds East a distance of 1502.70 feet to an etched hole in the top of stone found on said line common to Land Lots 70 and 91; proceeding thence North 00 degrees 04 minutes 00 seconds East a distance of 856.02 feet to a 1/2 inch rebar found; proceeding thence North 00 degrees 27 minutes 05 seconds West a distance of 108.05 feet to a 1/2 inch rebar set proceeding thence North 84 degrees 40 minutes 12 seconds East a distance of 967.36 feet to a 1/2 inch rebar set on said westerly right-of-way of State Route #314; proceeding thence along said westerly right-of-way line of State Route #314 the following courses: South 26 degrees 43 minutes 56 seconds East a distance of 73.06 feet to a point, South 27 degrees 55 minutes 05 seconds East a distance of 59.50 feet to a point, South 29 degrees 59 minutes 15 seconds East a distance of 61.97 feet to a point, South 30 degrees 44 minutes 05 seconds East a distance of 58.28 feet to a point, South 30 degrees 44 minutes 15 seconds East a distance of 57.49 feet to a point, South 30 degrees 27 minutes 07 seconds East a distance of 57.82 feet to a point, South 28 degrees 32 minutes 23 seconds East a distance of 60.14 feet to a point, South 24 degrees 43 minutes 40 seconds East a distance of 52.98 feet to a point, South 20 degrees 06 minutes 46 seconds East a distance of 57.38 feet to a point, South 17 degrees 51 minutes 05 seconds East a distance of 58.96 feet to a point, South 15 degrees 52 minutes 58 seconds East a distance of 53.09 feet to a point, South 13 degrees 56 minutes 33 seconds East a distance of 55.49 feet to a point, South 12 degrees 42 minutes 33 seconds East a distance of 58.55 feet to a point, South 12 degrees 22 minutes 08 seconds East a distance of 53.18 feet to a point, South 10 degrees 35 minutes 43 seconds East a distance of 54.86 feet to a point, South 10 degrees 03 minutes 34 seconds East a distance of 58.23 feet to a point, South 09 degrees 02 minutes 51 seconds East a distance of 51.18 feet to a point, South 06 degrees 17 minutes 18 seconds East a distance of 58.22 feet to a point, and South 03 degrees 59 minutes 34 seconds East a distance of 87.75 feet to The Point of Beginning; said tract or parcel of land contains 43.7897 acres.

ALL AS MORE particularly set forth and depicted on that certain Property Survey dated November 21, 1986, and being last revised on September 24, 2001, prepared by Travis Pruitt & Associates, Inc., bearing the seal and certification of Travis N. Pruitt, Georgia Registered Land Surveyor No 1729, for McDonald Southchase I, LLC, Chicago Title Insurance Company and First Capital Bank.

Exhibit A to Seller's Affidavit

13925539v6





GLA-ATL, LLC

649 11TH STREET  
ATLANTA, GA 30318  
VOICE: 404.228.1958  
FAX: 404.228.8350

WWW.GLAATL.COM

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RELEASE DATES:

REV # DATE DESCRIPTION

Table with columns for revision number, date, and description. The table is currently empty.



STAMP:

CLIENT:

PRESTWICK COMPANIES

3715 NORTHSIDE PARKWAY, NW  
BLDG 200, SUITE 175  
ATLANTA, GA 30327

PROJECT:  
COLLEGE PARK,  
CLAYTON COUNTY

DRAWING TITLE:

PROPOSED SITE LAYOUT

DRAWN BY:

CHECKED BY:

SCALE: AS NOTED

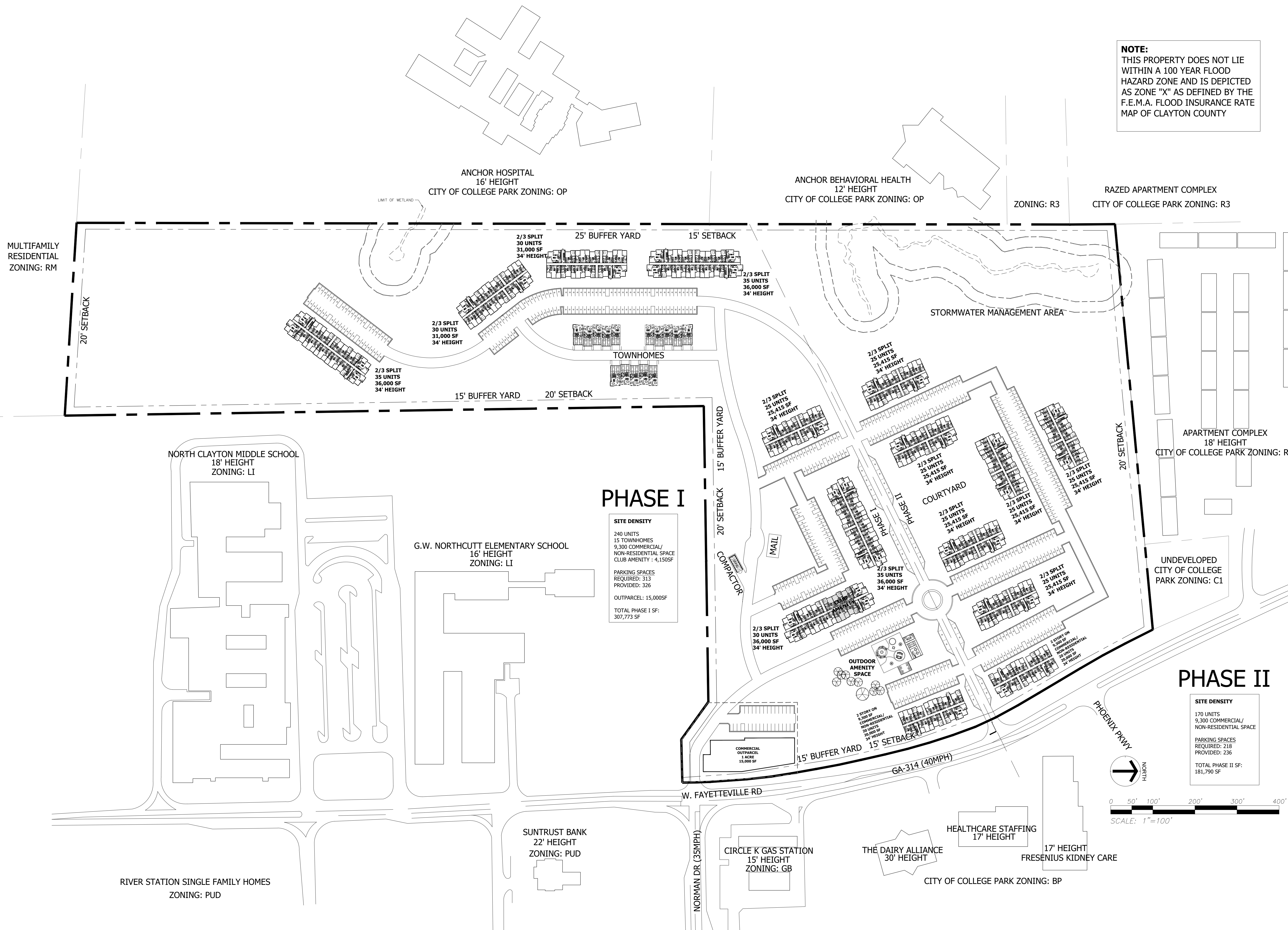
DATE: 03/11/2020

PROJECT NUMBER: 1938

DRAWING NUMBER: SK-1

NOT ISSUED FOR CD Packet Pg. 77

**NOTE:**  
THIS PROPERTY DOES NOT LIE WITHIN A 100 YEAR FLOOD HAZARD ZONE AND IS DEPICTED AS ZONE "X" AS DEFINED BY THE F.E.M.A. FLOOD INSURANCE RATE MAP OF CLAYTON COUNTY

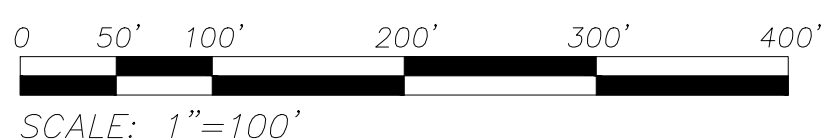
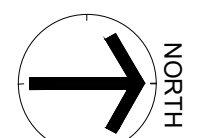


### PHASE I

**SITE DENSITY**  
240 UNITS  
15 TOWNHOMES  
9,300 COMMERCIAL/  
NON-RESIDENTIAL SPACE  
CLUB AMENITY : 4,150SF  
**PARKING SPACES**  
REQUIRED: 313  
PROVIDED: 326  
**OUTPARCEL: 15,000SF**  
**TOTAL PHASE I SF:**  
307,773 SF

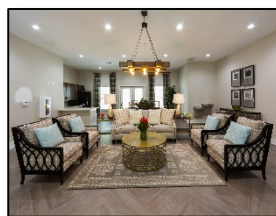
### PHASE II

**SITE DENSITY**  
170 UNITS  
9,300 COMMERCIAL/  
NON-RESIDENTIAL SPACE  
**PARKING SPACES**  
REQUIRED: 218  
PROVIDED: 236  
**TOTAL PHASE II SF:**  
181,790 SF





# PROJECT EXAMPLES









### Fiscal Impact Report for 5391 West Fayetteville Road Annexation

The subject property proposed for annexation is currently in Unincorporated Clayton County and consists only of vacant, wooded land. The 4 parcels that make up an estimated 43 acres have an aggregate Assessed Value of \$441,200. Using College Park’s 2019 Millage rate, the tax revenue for the property to College Park would be \$5,567.50. This is providing millage rate and assessments don’t change significantly and no development takes place. Although this is a minimal revenue, the cost to the city would also be minimal considering it is vacant, wooded land. If the property is annexed into the City, the applicant receives the request PD-R zoning, and the project is completed, then the costs and benefits to the City would be greatly altered.

The project proposal includes the following:

- One parcel will be carved out which will have 15,000 SF of dedicated commercial space.
- Mixed Use Development
  - **Committed** 4,000 SF of commercial space (2,000SF/phase)
  - **Potential** 14,600 SF of flexible space that will be marketed as commercial space
  - 410 multifamily units (1, 2, and 3 bedrooms)
  - 15 townhomes – for sale
- The total potential commercial space on site will be 33,600 SF with a guarantee of 19,000 SF

Expenditures for police services, fire protection, public works, and parks and recreation were estimated for the residential units using data from the Georgia Department of Community Affairs 2018 Report of Local Government Finances annual survey. Per capita cost was calculated using the expenditures data for 2018 and the estimated 2018 population numbers from the US Census. Finally, the estimated cost of approximately 425 units was calculated using per capita cost and the Atlanta Regional Commission’s average household for the region of 2.11 persons per a household. The table below provides estimates of the potential service costs for the proposed residential.

<b>Estimated Service Costs for West Fayetteville Annexation: Residential</b>			
<b>Classification</b>	<b>2018 Total Estimated Cost*</b>	<b>2018 Per Capita Cost**</b>	<b>Estimated West Fayetteville Project Cost***</b>
Fire Protection	\$ 5,759,923.00	\$ 378.64	\$ 339,548.45
Public Works	\$ 727,633.00	\$ 47.83	\$ 42,894.09
Police	\$ 11,412,925.00	\$ 750.26	\$ 672,793.88
Parks and Rec	\$ 2,931,886.00	\$ 192.74	\$ 172,835.18
<b>Total</b>			<b>\$ 1,228,071.60</b>
*DCA 2018 Report of Local Government Finances - City of College Park			
**Based on 2018 Estimated Census Population of 15,212			
***Based on ARC Average Household of 2.11 persons and projected 425 units			

Next, the revenue for the project was estimated using the applicants projected building costs and estimated value of the project. The applicant estimates constructions to **total \$51 million**. Below is a table estimating the taxes and fees that the City will receive as a result of the development. The applicant estimated that the first **ten years** of total taxes and fees for the City of College park totals **\$8.6 million**. This includes the initial one-time taxes and fees plus the ongoing annual fees with an estimated growth of 3%.

**Annual and Year One City Revenues Estimate**

Revenue	One Time	Annual	Total Year 1
Property Taxes		525,880	525,880
Personal Property Taxes		7,500	7,500
Intangible Tax	50,000		50,000
Real Estate Transfer Tax	31,000		31,000
Projected Sales Taxes		150,000	150,000
Insurance Premium Taxes		6,150	6,150
Business License		8,000	8,000
Building Permit/Inspection Fees	565,585		565,585
<b>Total City Revenue</b>	<b>646,585</b>	<b>697,530</b>	<b>1,344,115</b>

It is also necessary to consider the increase in residents the project will provide. The increase in residents will help to support existing and growing commercial in the area. Although difficult to assess, it is reasonable to assume that an increase in residents will provide an increase in sales for local businesses and in turn increase revenue to the City. According to the US Census Bureau, retail sales per capita in 2012 for College Park were an estimated \$7,002. With a population increase of about 900 residents, College Park would have the opportunity to capture upwards of an estimated \$6,000,000 in spending. This revenue is likely to stay within the South Metro Region. Although it is not possible to estimate how much of this revenue is likely to stay within College Park, this increase in potential spending still appears to be a benefit to the area.



## EXECUTIVE SUMMARY

Traffic Solutions, LLC was contracted by Prestwick Companies to prepare a preliminary traffic study for the proposed mixed-use development on West Fayetteville Road (State Route 314) and the intersection with Norman Drive in College Park, Clayton County Georgia.

The purpose of this study is to project how much traffic will be generated by the proposed mixed-use development. The proposed development will consist of 542 multi-family units and 26,080 square feet of commercial space. The project will be developed in two phases. The first phase will consist of 250 low rise apartment units, 36 townhouses and 9,290 square feet of commercial retail and office space. Phase two will consist of 256 low rise apartment units and 16,790 square feet of commercial retail and office space.

As requested, the traffic study will provide information regarding the following:

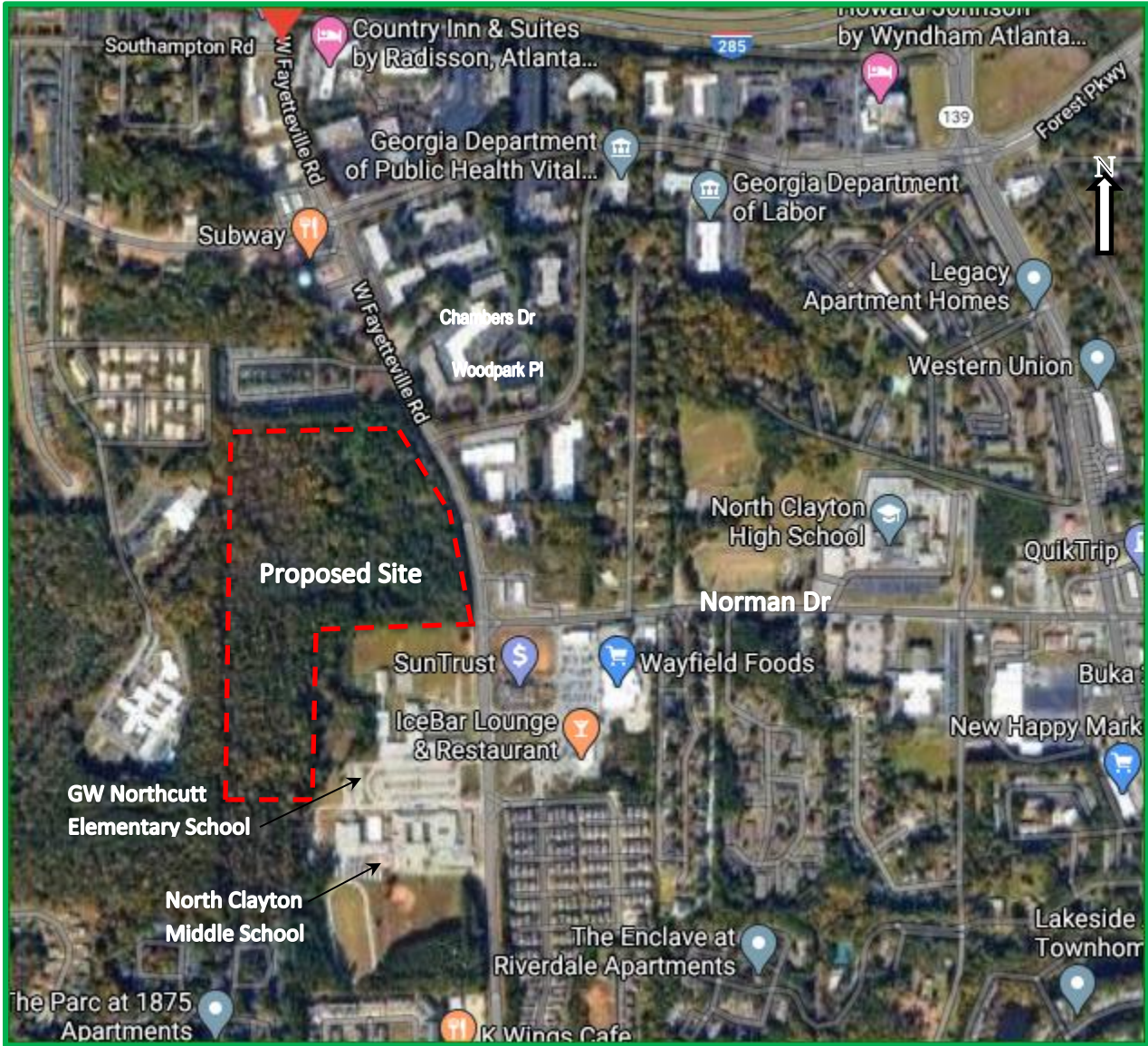
- The projected trips that will be generated by the proposed development during the AM / PM peak hour
- Based on GA Department of Transportation traffic data, the estimated distribution and assignment of generated trips entering and exiting the site

## Study Area

The study area in which the development is proposed is surrounded by various commercial retail, service, office and institutional land uses, as well as, multi-family residential dwelling places as shown in **Figure 1**. The main roadway that the development is addressed is West Fayetteville Road. West Fayetteville Road is State Route 314, a two-lane undivided roadway that expands to a three-lane section in the vicinity of the proposed site. West Fayetteville Road travels in a north/south direction and is functionally classified as a minor arterial roadway, with a posted speed limit of 40 mph. Norman Drive is a three-lane section roadway, functionally classified as a local roadway with a posted speed limit of 35 mph. Norman Drive travels in an east/west direction between SR 314 and SR 139 for approximately 1.20 miles. The main driveway into the development will be aligned with Norman Drive, providing direct access to the site.



Figure 1. Area Map



Traffic Data

Traffic Solutions extracted traffic data from GDOT's Traffic Analysis and Data Application (TADA). The purpose of this information is to establish the directional distribution of the trips generated by the housing developments in this study. The data is from Traffic Count Station 063-1163 located on SR 314 approximately 1,500 feet from the Norman Drive. The data revealed the Annual Average Daily Traffic (AADT) on SR 314 in is 22,700 vpd taken from the Average Hourly Volumes captured in March 2019. Traffic Solutions installed an automatic traffic counter on Norman Drive to capture 24-hours of westbound traffic on Tuesday, February 18, 2020. **Table 1** shows the hourly volume of traffic that transitions in the area of the project site along W. Fayetteville Road and Norman Drive. The highlighted areas are the peak hours along with the directional percentages. The traffic data is included.



Table 1. Daily Hourly Volume

## West Fayetteville Road

Direction	12AM	1 AM	2 AM	3 AM	4 AM	5 AM	6 AM	7 AM	%	8 AM	9 AM	10 AM	11AM	Total
NB	103	80	64	98	210	826	830	1173	71	1010	620	544	509	6067
SB	234	113	98	68	72	106	170	262	16	306	341	374	450	2594
Total	337	193	162	166	282	932	1000	1435		1316	961	918	959	8661

Direction	12PM	1 PM	2 PM	3 PM	4 PM	5 PM	%	6 PM	7 PM	8 PM	9 PM	10 PM	11PM	Total
NB	560	638	635	566	533	586	29	542	486	433	334	259	164	5736
SB	488	574	714	837	992	1072	54	991	780	591	488	416	360	8303
Total	1048	1212	1349	1403	1525	1658		1533	1266	1024	822	675	524	14039

## Norman Drive

Direction	12:00	1:00	2:00	3:00	4:00	5:00	%	6:00	7:00	%	8:00	9:00	10:00	11:00	Total
WB - AM	66	37	38	33	41	74		138	207	13	182	212	223	245	1496
WB - PM	238	283	298	289	324	347	17	298	262		235	168	139	108	2989
															4485

## Trip Generation

Trip generation projections were prepared for the proposed developments using Trafficware TripGen 10 software. The software projects traffic trips for land uses in accordance with the Institute of Transportation Engineers (ITE) Trip Generation, 10<sup>th</sup> Edition manual. Traffic Solutions analyzed the AM and PM peak hour trips that the proposed development's land uses will generate. As shown in **Table 2 – Phase I and Phase II**, the generated trips for this development consist of primary trips, pass-by trips and internal capture trips. *Primary trips* are new trips on the existing roadway network. Primary trips typically enter the site and exit in the direction from which it entered. *Pass-by trips* are trips that are already on the roadway network where the site is an intermediate stop to the motorist intended destination. Pass-by trips enter the site and exit in the same direction they were initially travelling. *Internal capture trips* are the portion of trips generated by the mixed-use development that both begin and end within the development. The importance of internal capture trips is that those trips satisfy a portion of the total development's trip generation and they do so without using the external roadway system. Therefore, reducing the number of trips on the roadway.



Table 2. Mixed Use Development – Peak Hour Trips Phase I

Land Use	AM PEAK HOUR					PM PEAK HOUR				
	Total	Internal	External	Pass-by	Net-New / Primary	Total	Internal	External	Pass-by	Net-New / Primary
<b>Apartments – Low Rise LUC 220 (250 units)</b>										
Enter	25	1	26	0	26	84	4	88	0	88
Exit	88	1	89	0	89	50	2	52	0	52
<b>Apartments – Low Rise LUC 220 (Townhouses – 36 units)</b>										
Enter	4	0	4	0	4	13	0	13	0	13
Exit	13	0	13	0	13	7	0	7	0	7
<b>Office – Small LUC 712 (8,000 Sq. Ft.)</b>										
Enter	7	0	7	0	7	2	1	3	0	3
Exit	1	0	1	0	1	6	1	7	0	7
<b>Shopping Center LUC 820 (4,000 Sq. Ft.)</b>										
Enter	3	0	3	0	3	5	2	7	2	9
Exit	2	0	2	0	2	4	4	8	2	10
<b>Total</b>										
Enter	39	1	40	0	40	104	7	111	2	113
Exit	104	1	105	0	105	67	7	74	2	76

Mixed Use Development – Peak Hour Trips Phase II

Land Use	AM PEAK HOUR					PM PEAK HOUR				
	Total	Internal	External	Pass-by	Net-New / Primary	Total	Internal	External	Pass-by	Net-New / Primary
<b>Apartments – Low Rise LUC 220 (250 units)</b>										
Enter	26	1	27	0	27	86	4	90	0	90
Exit	90	1	91	0	91	51	2	53	0	53
<b>Office – Small LUC 712 (8,790 Sq. Ft.)</b>										
Enter	8	0	8	0	8	0	1	1	0	1
Exit	1	0	1	0	1	7	1	8	0	8
<b>Shopping Center LUC 820 (5,290 Sq. Ft.)</b>										
Enter	5	0	5	0	5	8	2	10	4	14
Exit	3	0	3	0	3	8	4	12	4	16
<b>Total</b>										
Enter	39	1	40	0	40	94	7	101	4	105
Exit	94	1	95	0	95	66	7	73	4	77

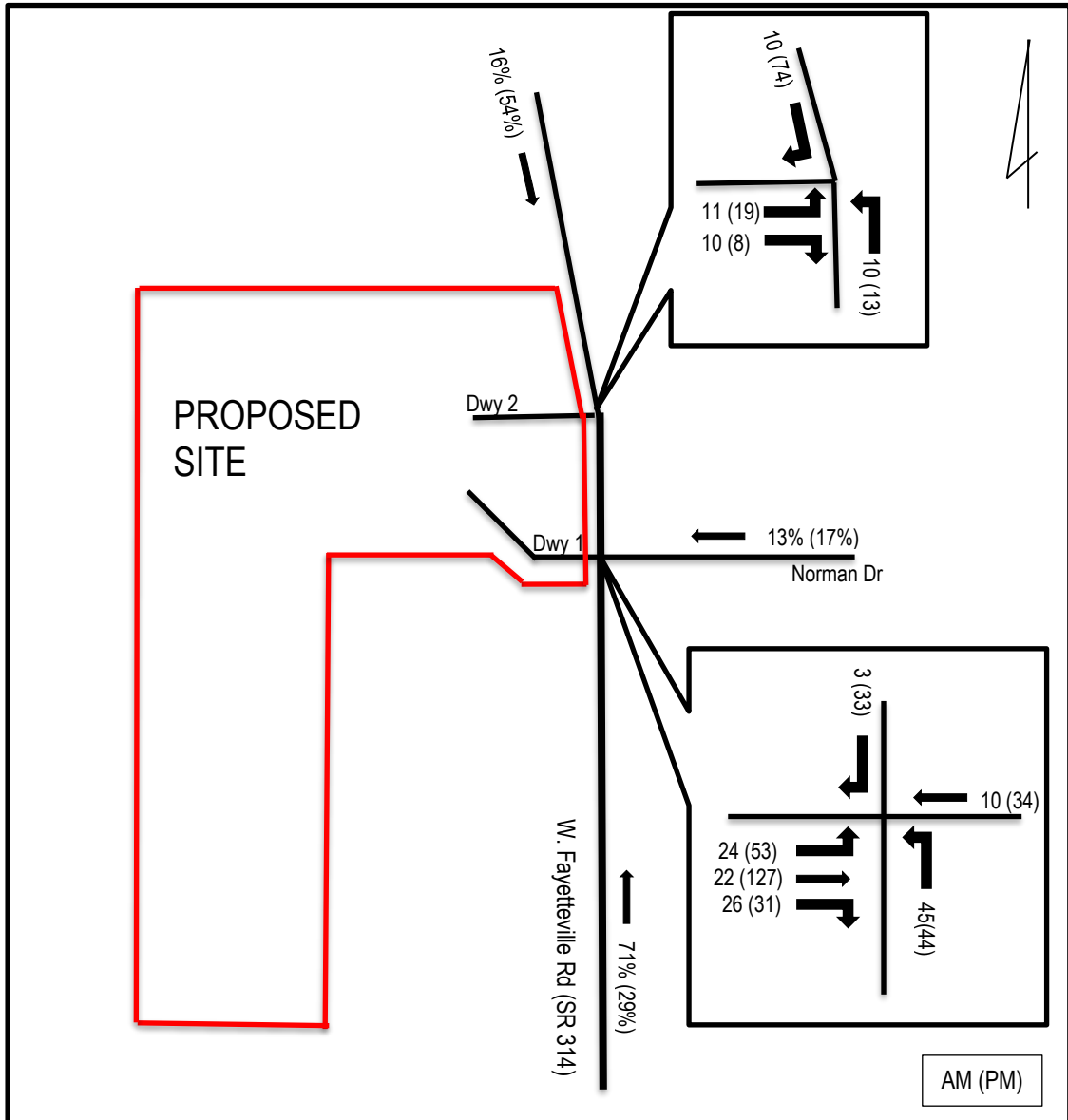
<b>Phase I + Phase II Total</b>										
Enter	78	2	80	0	80	198	14	212	6	218
Exit	198	2	200	0	200	133	14	147	6	153

The detailed work sheets are attached.



Figure 2 shown the total distributed and assigned AM and PM peak hour trips for the proposed mixed-use development. For this study, we used the adjacent street peak hour to show the impact to traffic during normal AM/PM peak periods – shown between the hours of 7:00 and 8:00 in the morning and 5:00 and 6:00 in the evening.

Figure 2. Mixed-Use Development AM and PM Peak Hour Trips – Phase I + II



Examples of Multifamily with First Floor Commercial for 5391 West Fayetteville Road







# CITY OF COLLEGE PARK

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

## REG SESSION AGENDA REQUEST

DOC ID: 7980

**DATE:** March 30, 2020

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

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

**FROM:** Michelle Alexander, City Planner

**RE:** Public Hearing for Consideration of an Annexation at 5391 West Fayetteville Road

**PURPOSE:** 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:** Public Hearing to consider the annexation of 4 parcels of land off of West Fayetteville Road from Unincorporated Clayton County to the City of College Park. Clayton County was notified of the application on January 22nd, 2020. The Planning Department did not receive any comments from Clayton County on the application. Information on the notification is attached.

**RECOMMENDATION:** Staff recommends approval of the annexation. Planning Commission recommended approval of the annexation at their February 24th, 2020 meeting.

**BACKGROUND:** The application includes an annexation and a rezoning of the property. The Council will first hold a public hearing for the rezoning and then vote on the annexation. If the annexation passes, the Council will then vote on the rezoning portion of the application.

The property consists of 4 parcels and approximately 43 acres of undeveloped, wooded land. The attached maps include both the City of College Park Zoning Map and the Unincorporated Clayton County Zoning Map in order to provide a full picture of the surrounding land use. The Unincorporated Clayton County Future Land Use Map designates the property as Mixed Use. The applicant is requesting that the property be rezoning to the PD-R: Planned Development-Residential Zoning District.

**COST TO CITY:** Fiscal Impact Report Attached.

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:** Fiscal Impact Report Attached.

**CITY COUNCIL HEARING DATE:** April 6th, 2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** Clayton County was notified of the annexation and did not respond.

**AFFECTED AGENCIES:** N/A

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** Approval of this request would result in the annexation of the subject property.

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**STAFF:** Michelle Alexander

**ATTACHMENTS:**

- Certified Mail to Clayton County\_01-22-2020 (PDF)
- 5391W.FayettevilleRoadMaps (PDF)
- 5391WFayettevilleRd\_StaffReportUpdate (PDF)
- UpdatedApplication3\_25 (PDF)
- 1938- College Park Site Layout 3.11.20 (PDF)
- Examples\_Renderings (PDF)
- Fiscal Impact Report for 5391 West Fayetteville Road Annexation (PDF)
- Preliminary Traffic Summary (PDF)
- 5391 W. Fayetteville Annexation Ordinance (DOCX)
- Examples1stfloorretail (DOCX)

**Review:**

- Michelle Alexander Completed 03/25/2020 2:01 PM
- Rosyline Robinson Completed 03/25/2020 4:53 PM
- Inspections Pending
- City Attorney's Office Pending
- Terrence R. Moore Completed 04/02/2020 4:40 PM
- Mayor & City Council Pending 04/06/2020 7:30 PM

TY OF COLLEGE PARK  
P. O. BOX 8737  
COLLEGE PARK, GA 30337



Clayton County Board of Commissioners  
Attention: Chairman Jeffrey E. Turner  
112 Smith Street, Annex 1  
Jonesboro, Georgia 30236

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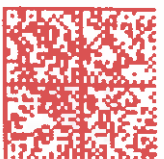
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COLLEGE PARK, GA 30337

Tasha Mosley  
District Attorney Clayton County  
Harold R. Banke Justice Center  
9151 Tara Boulevard, 4th Floor  
Jonesboro, Georgia 30236



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Nicolette Washington, Planner  
City of College Park  
3667 Main Street  
College Park, Georgia 30337

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Restricted Delivery Fee (Endorsement Required)		
Total Postage & Fees	\$ 6.85	

Sent To Tasha Mosley, District Attorney  
Street, Apt. No. 9151 Tara Blvd, 4th Floor  
or PO Box No. Jonesboro, GA 30236  
City, State, ZIP+4



## CITY OF COLLEGE PARK

P.O. BOX 87137 • COLLEGE PARK, GA. 30337 • 404/767-1537

January 22, 2020

SENT VIA CERTIFIED MAIL

The Clayton County Board of Commissioners  
112 Smith Street, Annex 1  
Jonesboro, GA 30236

Re: City of College Park's Proposed Annexation of three parcels on W. Fayetteville Rd.

Dear Commissioners:

Please be advised that the City of College Park, Georgia, by the authority vested in the Mayor and the Council of the City of College Park, Georgia by Article 2 of Chapter 36, Title 36, of the Official Code of Georgia Annotated, intends to annex the property here in after described by ordinance at a regular meeting of the Mayor and the City Council.

This letter has been sent to you by certified mail, return receipt requested, within five (5) business days of acceptance of an application for annexation, a petition for annexation, or upon the adoption of a resolution for annexation by the City of College Park, in accordance with O.C.G.A. § 36-36-6 and O.C.G.A. § 36-36-9 and after receipt of the application for zoning pursuant to O.C.G.A. §36-36-111.

The property to be annexed consists of three (4) parcels owned by McDonald Southchase I, LLC, located in the 13<sup>th</sup> District of Clayton County and more specifically described as:

- (1) Parcel ID No. 13071 C B001 (0 W. Fayetteville Rd);
- (2) Parcel ID No. 13071 C B002 (5295 W. Fayetteville Rd);
- (3) Parcel ID No. 13071 C B003 (5335 W. Fayetteville Rd); and
- (4) Parcel ID No. 13090A A002 (0 W. Fayetteville Rd).

The proposed zoning is PD-R – Planned Development Residential District described in Article 4 of the College Park Zoning Code. The applicant has proposed a mixed-use development with multifamily at a density of fourteen units per an acre.

Pursuant to O.C.G.A. § 36-36-7 and O.C.G.A. § 36-36-9, you must notify the Mayor and Council of the City of College Park, in writing and by certified mail, return receipt requested, of any county facilities or property located within the property to be annexed, within five (5) business days of receipt of this letter.

Pursuant to O.C.G.A. § 36-36-4 public hearings on zoning of the property to be annexed as PD-R – Planned Development Residential are intended to be held on February 24, 2020 by the College



## CITY OF COLLEGE PARK

P.O. BOX 87137 • COLLEGE PARK, GA. 30337 • 404/767-1537

Park Planning Commission and on April 6, 2020 by the Mayor and City Council of College Park. If the county has an objection under O.C.G.A. § 36-36-113, in accordance with the objection and resolution process, you must notify the Mayor and Council of the City of College Park within thirty (30) calendar days of the receipt of this notice. Please copy the City Attorney on all related correspondence (Fincher Denmark LLC, 100 Hartsfield Center Pkwy, Suite 400, Atlanta, GA 30354).

Sincerely,

\_\_\_\_\_  
City Manager, City of College Park

CC: County Attorney's Office  
Clerk of Board of Commissioners  
County CEO/Administrator

**Rosylne Robinson**

---

**From:** Nicolette Washington <nwashington@tcfatl.com>  
**Sent:** Wednesday, January 22, 2020 2:35 PM  
**To:** Rosylne Robinson  
**Subject:** Addresses!

Hey Ros – these are the addresses that the Certified Letter needs to go to!

Clayton County Board of Commissioners  
Attention: Chairman Jeffrey E. Turner  
112 Smith Street, Annex1  
Jonesboro, GA 30236

Detrick Stanford  
Clayton County COO  
112 Smith Street, Annex 1  
Jonesboro, GA 30236

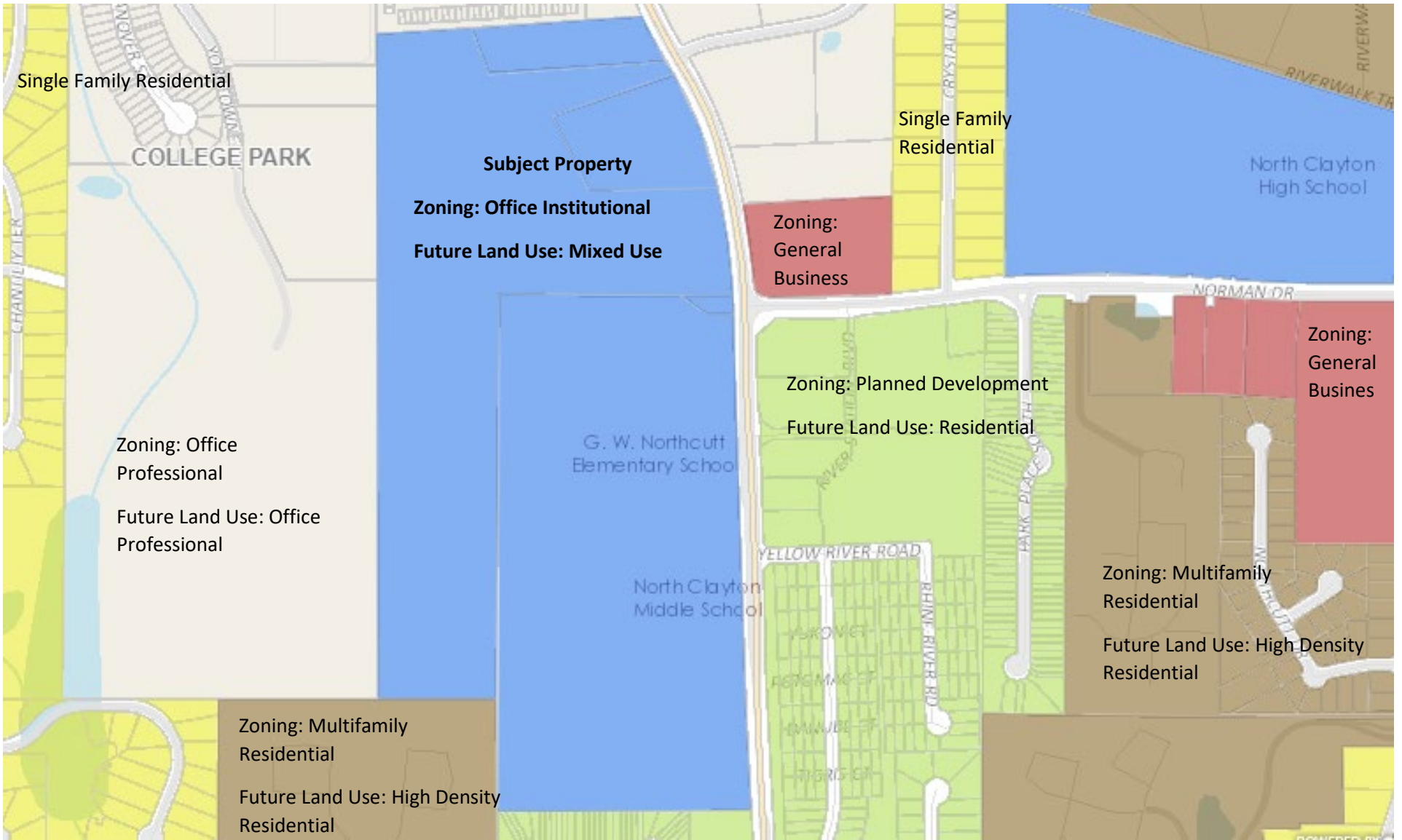
Tasha Mosley  
District Attorney Clayton County  
Harold R. Banke Justice Center  
9151 Tara Boulevard  
4th Floor  
Jonesboro, GA 30236

**Nicolette Washington, Planner**  
[1514 East Cleveland Avenue Suite 82](#)  
| East Point, GA 30344 | ph 404.684.7031 | fax 404.684.7033 |  
[www.tcfatl.com](http://www.tcfatl.com) - Visit our website today!

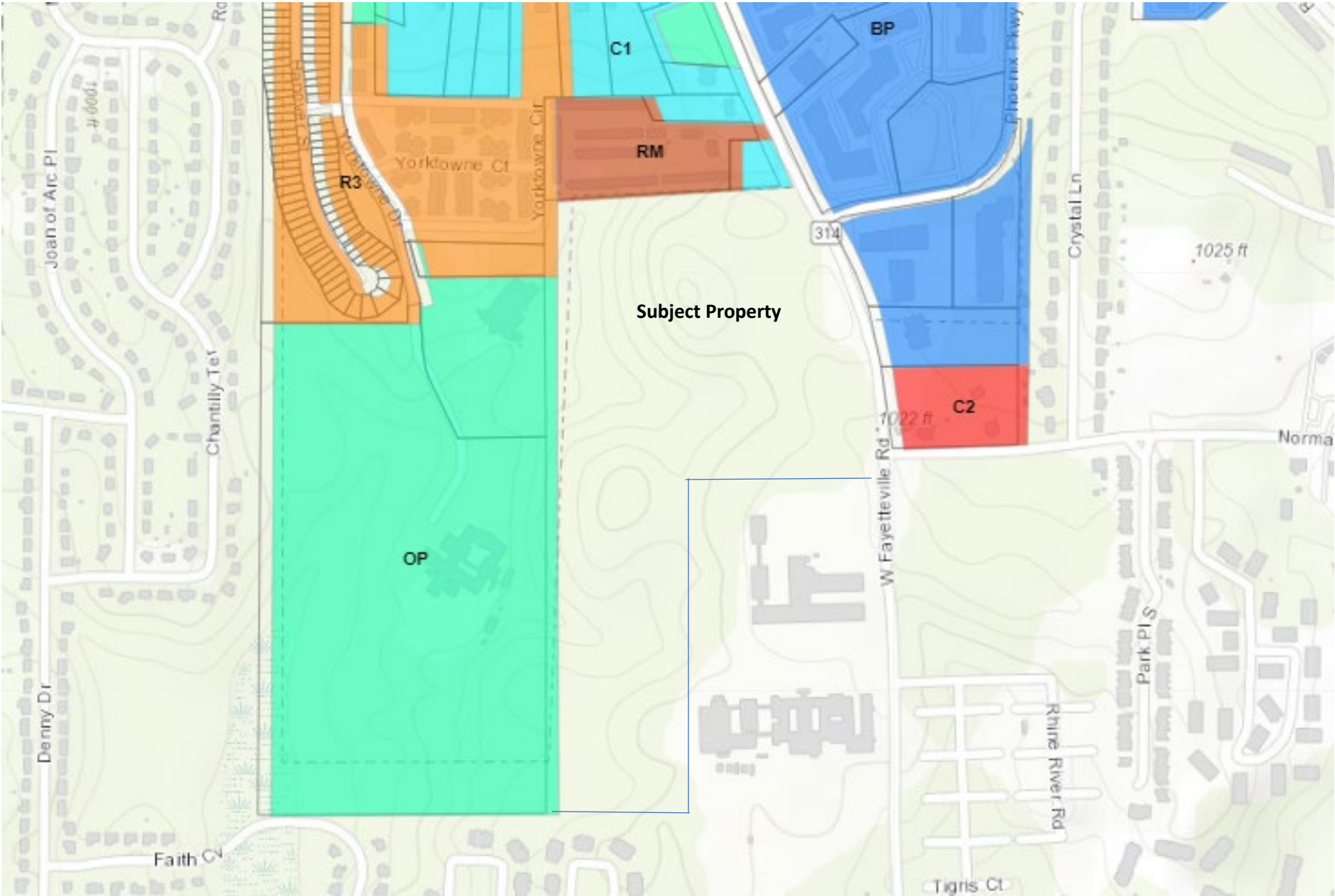




# Clayton County Zoning Map



# College Park Zoning Map





City of College Park Mayor and Council Meeting

Evaluation Prepared by: Michelle M. Alexander, City Planner
Planning Commission Meeting: February 24th, 2020
Council Meeting (Request date): March 16th, 2020
Council Meeting Public Hearing: April 6th, 2020

Applicant: Birkdale Land Investments, LLC

Subject Property: 5391 W Fayetteville Road, College Park, GA 30349

Total Lot Size: 43.62 acres Parcels: 13071C B001, 13071C B002, 13071C B003, 13090A A002

Request: Application Birkdale Land Investments, LLC for Annexation and Rezoning of a property located at 5391 W. Fayetteville Road, College Park, GA 30349 into the City of College Park with the zoning PD-R – Planned Development Residential.

Current Land Use: Vacant Land Future Land Use Plan: Clayton County Indicates Mixed Use

Surrounding Zonings:

Table with 3 columns: Direction, Current Zoning, Current Land Use. Rows include North (RM - Residential Multiple Family, Apartment Complex), East (BP - Business Park, Office Buildings), East (Clayton County - Office Institutional, Schools), South (Clayton County - Office Institutional, Schools), West (OP - Office Professional, Mental Health Services).

Background: The subject property is located in Unincorporated Clayton County on the west side of West Fayetteville Road. Notifications were sent to the Clayton County Board of Commissioners, the Clayton County COO, and the Clayton County District Attorney concerning this annexation. Letters were sent by certified mail and receipts were received for each letter. There were no responses or comments received from Clayton County concerning this matter. The letter and certified mail receipts are attached for reference.

The attached maps indicate that the subject 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. The applicant has submitted examples of previous developments around the Atlanta area showing examples of architecture and amenities that they typically provide. They have also offered to provide tours or showings to members of the Council who might be interested in viewing their properties. Additionally, the applicant has provided examples of other properties and preliminary renderings for the subject property. There are also two weblinks provided at the end of this report as examples of properties the applicant owns.

**Findings:** The applicant has agreed to carve out a parcel for standalone commercial space at the entrance to the development with an **estimated 15,000 square feet of commercial space**. This space will be marketed as commercial space to potential partners for the applicant. The attached site plan indicates the section designated for this parcel. The mixed-use development will be built in Two Phases with the first phase to begin as soon as possible. The total development will include approximately **410 apartment units, 15 townhome units, and a guarantee of 4,000 square feet of commercial space**. The applicant has indicated that they will be marketing up to a total of 12,600 square feet of additional commercial space. This space is indicated as “flexible” space to avoid unoccupied 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 apartment units will include one-bedroom units at 650 SF, two-bedroom units at 850 SF, and three-bedroom units at 1,100 SF. The applicant estimated the unit breakdown to be 25% one-bedroom, 50% two-bedroom, and 25% three-bedroom. The townhome units will be for sale at market price. This overall proposal is estimated at **9.6 units/acre**. The proposed **open space for the development is 77%**. The proposed site plan is attached for reference.

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. The applicant has indicated they are willing to answer any questions concerning target income levels or affordable housing procedures. A **full-time, on-site management and maintenance team** will also be provided for the duration of the developer’s ownership. This arrangement is also suggested below as a condition of zoning to guarantee the continued on-site management of the property should the current owner sell the property.

A community gathering space will be provided according to the site plan as well as an outdoor amenity space in the open courtyard. These amenities as well as some additional amenities are also suggested as a condition of zoning to increase the livability of the development. It is also suggested that a detailed landscape plan that includes sidewalks, lighting, and plantings be submitted for review by the City Engineer prior to approval of building plans.

A **fiscal impact study** breaking down the expenditures and revenues to the City is attached. The major costs to the City for the residential aspect of the development including fire protection, police services, public works activities, and parks and recreation are included. Revenues to the City include the taxes and fees that will be paid by the applicant if the development is completed. The report also includes the projected revenue to the City if the property is annexed into the City but not developed. Other possible revenues to the City include the



applicant's commitment to using College Park Power for the development, and the potential retail sales from the proposed commercial 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 of 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 are attached and have been provided to the City Engineer for review. The applicant's summary is below. Another concern was the possible future widening of West Fayetteville Road. A requirement for the applicant to meet the GDOT suggested setbacks is suggested as a condition to mitigate this concern.

**Notes on Traffic Study from the Applicant:** *Please note that the attached study was based on the original, much larger footprint. For the first phase of development, based on the smaller footprint, we'd expect for there to be about 2.5-3 cars entering/exiting the development per minute at peak hours. At other times of the day, we'd expect there to be around 1 car/minute entering or exiting. The second phase of development projects to add 1.5-1.75 cars entering/exiting the development per minute at peak hours (this is adjusted from the summary, based on 170 multifamily units). Other times of the day, we'd expect there to be 1 car/minute entering or exiting. In all, the property will add around 2 cars/minute to an arterial road and 4-5 cars/minute at peak hours.*

**Conclusion:** The proposed use for the property is unlikely to affect surrounding properties due to the generally similar or more intense adjacent uses, and the Clayton County's designated future land use for the area is mixed-use, which indicates the desire for this type of property. The area would benefit from the mixed-use development given the proposed commercial space along West Fayetteville Road and the mix of unit sizes in the development. These types of housing options are needed in the area and providing them as part of a mixed-use development is in line with the City's Comprehensive Plan. The potential commercial space this development would provide would enrich the nearby residential developments. Finally, a development of this size and quality has the potential to increase the market value and draw more investment for the area.

**Planning Commission Meeting Notes:**

- The planning commission brought up concerns about safety and security for the development. The applicant indicated they would be willing to gate the property should it be a concern to the community. This can be added as a condition if the Council finds that appropriate.
- The commission also asked if this many units was necessary – the applicant responded that they would review. The applicant has revised their site plan to reduce the multifamily units from 542 units to 410 units. This revision brings the proposed units per an acre to an estimated 9.6.
- Concerns about traffic were also expressed – the client indicated they were working on a traffic study to be completed before the MCC meeting on April 6<sup>th</sup>. This has been completed and is attached. It was also provided to the City Engineer for review.



- The commission expressed several concerns about the cost and revenue to the City, the applicant provided some rough numbers but indicated some more clear calculations would be prepared for the MCC Meeting. A fiscal impact report has been conducted and is attached for reference.

**Planning Commission Recommendation:** The planning commission recommended approval of the application with staff's conditions. The commission also asked that a traffic study be completed, and a fiscal impact study be conducted for the project to show potential revenues and expenses for the City. Both studies were completed and are attached for reference.

**Staff Recommendation:** The City Planner recommends *approval* of the annexation and rezoning for the proposed development with the following conditions:

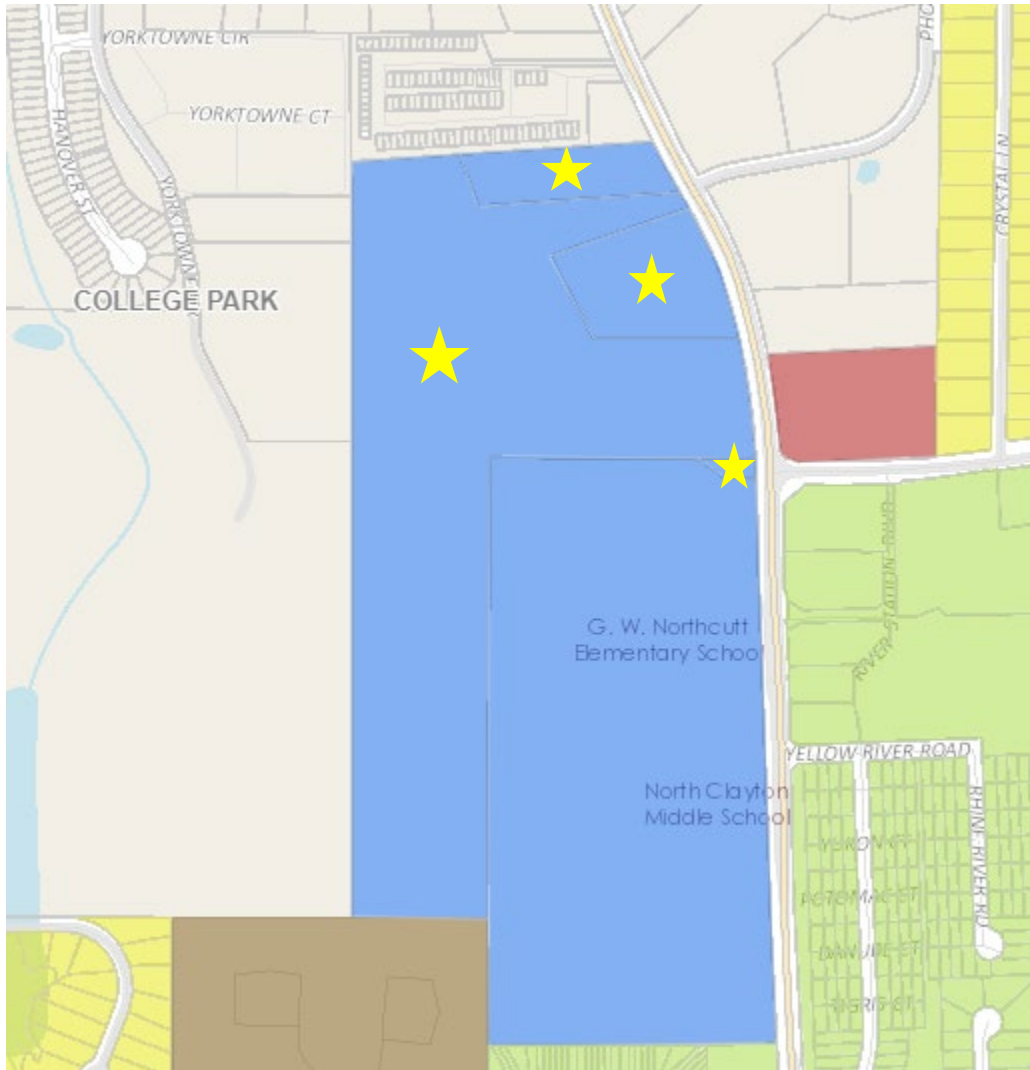
1. The development is appropriately setback from West Fayetteville Road to allow for Georgia Department for Transportation required right of way should the road be widened in the future.
2. The two entrances off West Fayetteville Road will be lined up with existing curb cuts and approved by Georgia Department for Transportation.
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 major 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.
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 to be reviewed by the City Engineer 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
- Fiscal Impact Report
- Traffic Study
- Examples of other properties:
  - <https://www.park9apts.com/>
  - <https://eddyrvl.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





# ANNEXATION



DATE SUBMITTED 1/21/2020

APPLICANT INFORMATION

APPLICANT NAME (PLEASE PRINT) Birkdale Land Investments, LLC. Contact: Josh Marx

ADDRESS 1390 Dogwood Circle, Smyrna, GA 30080

PHONE 404-285-0664 CELL 404-285-0664 FAX \_\_\_\_\_

E-MAIL ADDRESS charlesyoung39@hotmail.com  
Contact: Jmarx@prestwickcompanies.com  


OWNER INFORMATION (If different from Applicant)

PROPERTY OWNER (PLEASE PRINT) McDonald Southchase I, LLC

ADDRESS 3715 Northside Pkwy, NW Bldg 200 Suite 700, Atlanta, GA 30327

PHONE 404-239-0885 CELL \_\_\_\_\_ FAX \_\_\_\_\_

E-MAIL ADDRESS amcdonald@mcdco.com

PROPERTY INFORMATION

ADDRESS 5391 West Fayetteville Road, College Park, GA 30349

CURRENT USE vacant residential CURRENT ZONING office institutional

PROPOSED USE mixed use PROPOSED ZONING PD-R

SIZE OF PROPERTY 43.79 acres NET DENSITY (RESIDENTIAL) 14 units/acre

Parcels: 13090A A002, 13071C B001, 13071C B002, 13071C B003

APPLICANT AFFIDAVIT

Personally appeared before me Birkdale Land Investments who on oath deposes and states that the  
(Applicant's Name) to Chuck Young  
Information contained in this application is true to the best of his/her knowledge and belief:

Megan Bell  
Notary Public

12/16/19  
Date

[Signature]  
Signature of Applicant

Birkdale Land Investments, LLC  
Print Name to Josh Mar

1390 Dogwood Circle  
Address

Smyrna, GA 30080  
City, State, Zip



OWNER'S AFFIDAVIT

Personally appeared before me John R. McDonald who on oath agrees with  
(Property Owner's Name)  
the rezoning request and states that the information contained in this application is true to the best of his/her  
knowledge and belief:

[Signature]  
Notary Public

12/18/19  
Date

[Signature]  
Signature of Applicant

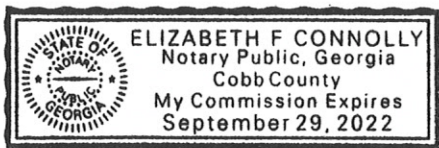
John R. McDonald  
Print Name

\_\_\_\_\_  
Signature of City Clerk

\_\_\_\_\_  
Date

3715 Northside Pkwy. NW, Bldg 200, Suite 700  
Address

Atlanta GA 30327  
City, State, Zip



**Birkdale Land Investments, LLC**  
**1390 Dogwood Circle, Smyrna, GA 30080**

March 12, 2020

City of College Park  
Planning and Zoning  
3667 Main Street  
College Park, GA 30337

RE: 5391 West Fayetteville Road, College Park Annexation and Rezoning Revised Letter of Intent

To Whom It May Concern:

Please let this letter serve as our official letter of intent for the annexation and rezoning of 5391 West Fayetteville Road.

The proposal is to develop a mixed use community which will include 410 multifamily units, 15 townhomes, and one outparcel which projects to have 15,000 SF of dedicated commercial space. The multifamily component will serve residents that earn between 50%, 60%, and 80% of the Area Median Income as defined by HUD in the Atlanta – Sandy Springs – Marietta MSA and will be completed in two phases. Both phases will have 2,000 SF of dedicated commercial space with 7,300 SF of flexible space that will be marketed as commercial space. The total potential commercial space on site will be 33,600 SF. The current zoning is office and institutional with Mixed Use as the future land use. The site is currently located in unincorporated Clayton County.

Based on a competitive quote for services, the team will use College Park Power to provide electricity to the site.

If you have any questions or need further assistance, please don't hesitate to contact me at 404.285.0664 or via email at [Charlesyoung39@hotmail.com](mailto:Charlesyoung39@hotmail.com)

Sincerely,



Charles M. Young, Jr.

**CITY OF COLLEGE PARK**

**ANNEXATION PETITION**

12 / 16 / 19  
(Date of Submission)

To the Mayor and City Council of College Park, Georgia,

We, the undersigned, all of the owners of all real property of the territory described herein respectfully request that the Mayor and City Council of the City of College Park annex this territory to the City of College Park, Georgia, and extend the city boundaries to include the same.

I have been advised that the State Law (Georgia Code 36-36-20) requires a survey of properties to be annexed. Therefore, I agree to provide at my expense, a complete survey of the property conveyed by this petition, including a metes and bounds description, prepared by a competent surveyor.

I understand that my execution of this petition, as evidenced by my signature below does not guarantee the annexation of my property into College Park. I further understand that as a condition of my property being annexed into the City of College Park, the property must be contiguous to the present or future legal corporate limits of the City of College Park. The City will inform me of the date of the public hearing at which my property will be considered and voted on for annexation.

I further understand that I may withdraw this annexation petition at any time prior to the time the Annexation Petition is acted upon by the Mayor and Council of the City of College Park.

The territory to be annexed is unincorporated and contiguous (as described in O.C.G.A. § 36-36-20) to the existing corporate limits of College Park, Georgia, and the description of such territory is as follows:

*[Insert or attach complete description(s) of land to be annexed.]*


Name	Address	Signature	Date
Birkdale Land Investments, LLC % Chuck Young	1390 Dogwood Circle Smyrna, GA 30080		12 / 16 / 19

EXHIBIT "A"

## LEGAL DESCRIPTION

ALL THAT TRACT OR PARCEL OF LAND lying and being in Land Lots 70, 71 and 91 of the 13<sup>th</sup> District of Clayton County, Georgia, and being more particularly described as follows:

BEGINNING at the intersection of the westerly right-of-way line of State Route #314, also known as West Fayetteville Road (80 foot right-of-way) and the line common to Land Lots 71 and 90 of said district; proceeding thence along said westerly right-of-way line of State Route #314, southerly a distance of 64.75 feet along a curve to the right, said curve having a radius of 1706.791 feet and being subtended by a chord having a bearing a distance of South 01 degree 29 minutes 01 second East a distance of 64.75 feet to a point; leaving said westerly right-of-way line of State Route #314 and proceeding thence South 88 degrees 37 minutes 47 seconds West a distance of 102.66 feet to a point; proceeding thence North 54 degrees 09 minutes 51 seconds West a distance of 109.81 feet to a point on said line common to Land Lots 71 and 90; proceeding thence along said common Land Lot line and along the line common to said Land Lots 70 and 91 South 89 degrees 07 minutes 39 seconds West a distance of 702.93 feet to a concrete monument found; leaving said line common to Land Lots 70 and 91 and proceeding thence South 00 degrees 51 minutes 21 seconds East a distance of 1518.42 feet to a 1/2 inch rebar set; proceeding thence North 86 degrees 28 minutes 39 seconds West a distance of 458.90 feet to an etched hole in the top of stone found; proceeding thence North 00 degrees 06 minutes 57 seconds East a distance of 1502.70 feet to an etched hole in the top of stone found on said line common to Land Lots 70 and 91; proceeding thence North 00 degrees 04 minutes 00 seconds East a distance of 856.02 feet to a 1/2 inch rebar found; proceeding thence North 00 degrees 27 minutes 05 seconds West a distance of 108.05 feet to a 1/2 inch rebar set proceeding thence North 84 degrees 40 minutes 12 seconds East a distance of 967.36 feet to a 1/2 inch rebar set on said westerly right-of-way of State Route #314; proceeding thence along said westerly right-of-way line of State Route #314 the following courses: South 26 degrees 43 minutes 56 seconds East a distance of 73.06 feet to a point, South 27 degrees 55 minutes 05 seconds East a distance of 59.50 feet to a point, South 29 degrees 59 minutes 15 seconds East a distance of 61.97 feet to a point, South 30 degrees 44 minutes 05 seconds East a distance of 58.28 feet to a point, South 30 degrees 44 minutes 15 seconds East a distance of 57.49 feet to a point, South 30 degrees 27 minutes 07 seconds East a distance of 57.82 feet to a point, South 28 degrees 32 minutes 23 seconds East a distance of 60.14 feet to a point, South 24 degrees 43 minutes 40 seconds East a distance of 52.98 feet to a point, South 20 degrees 06 minutes 46 seconds East a distance of 57.38 feet to a point, South 17 degrees 51 minutes 05 seconds East a distance of 58.96 feet to a point, South 15 degrees 52 minutes 58 seconds East a distance of 53.09 feet to a point, South 13 degrees 56 minutes 33 seconds East a distance of 55.49 feet to a point, South 12 degrees 42 minutes 33 seconds East a distance of 58.55 feet to a point, South 12 degrees 22 minutes 08 seconds East a distance of 53.18 feet to a point, South 10 degrees 35 minutes 43 seconds East a distance of 54.86 feet to a point, South 10 degrees 03 minutes 34 seconds East a distance of 58.23 feet to a point, South 09 degrees 02 minutes 51 seconds East a distance of 51.18 feet to a point, South 06 degrees 17 minutes 18 seconds East a distance of 58.22 feet to a point, and South 03 degrees 59 minutes 34 seconds East a distance of 87.75 feet to The Point of Beginning; said tract or parcel of land contains 43.7897 acres.

ALL AS MORE particularly set forth and depicted on that certain Property Survey dated November 21, 1986, and being last revised on September 24, 2001, prepared by Travis Pruitt & Associates, Inc., bearing the seal and certification of Travis N. Pruitt, Georgia Registered Land Surveyor No 1729, for McDonald Southchase I, LLC, Chicago Title Insurance Company and First Capital Bank.

Exhibit A to Seller's Affidavit

13925539v6





GLA-ATL,LLC

649 11TH STREET  
ATLANTA, GA 30318  
VOICE: 404.228.1958  
FAX: 404.228.8350

WWW.GLAATL.COM

THIS DRAWING IS AN INSTRUMENT OF SERVICE AND SHALL REMAIN THE PROPERTY OF THE ARCHITECT, AND SHALL NOT BE REPRODUCED, PUBLISHED OR USED IN ANY WAY WITHOUT THE CONSENT OF THE ARCHITECT. THIS DRAWING SHALL NOT BE SCALED. ©COPYRIGHT 2019 GLA-ATL, LLC.

RELEASE DATES:

REV	#	DATE	DESCRIPTION



STAMP:

CLIENT:

PRESTWICK COMPANIES

3715 NORTHSIDE PARKWAY, NW  
BLDG 200, SUITE 175  
ATLANTA, GA 30327

PROJECT:

COLLEGE PARK,  
CLAYTON COUNTY

DRAWING TITLE:

PROPOSED SITE LAYOUT

DRAWN BY:      CHECKED BY:

SCALE:                  DATE:

AS NOTED                  03/11/2020

PROJECT NUMBER:

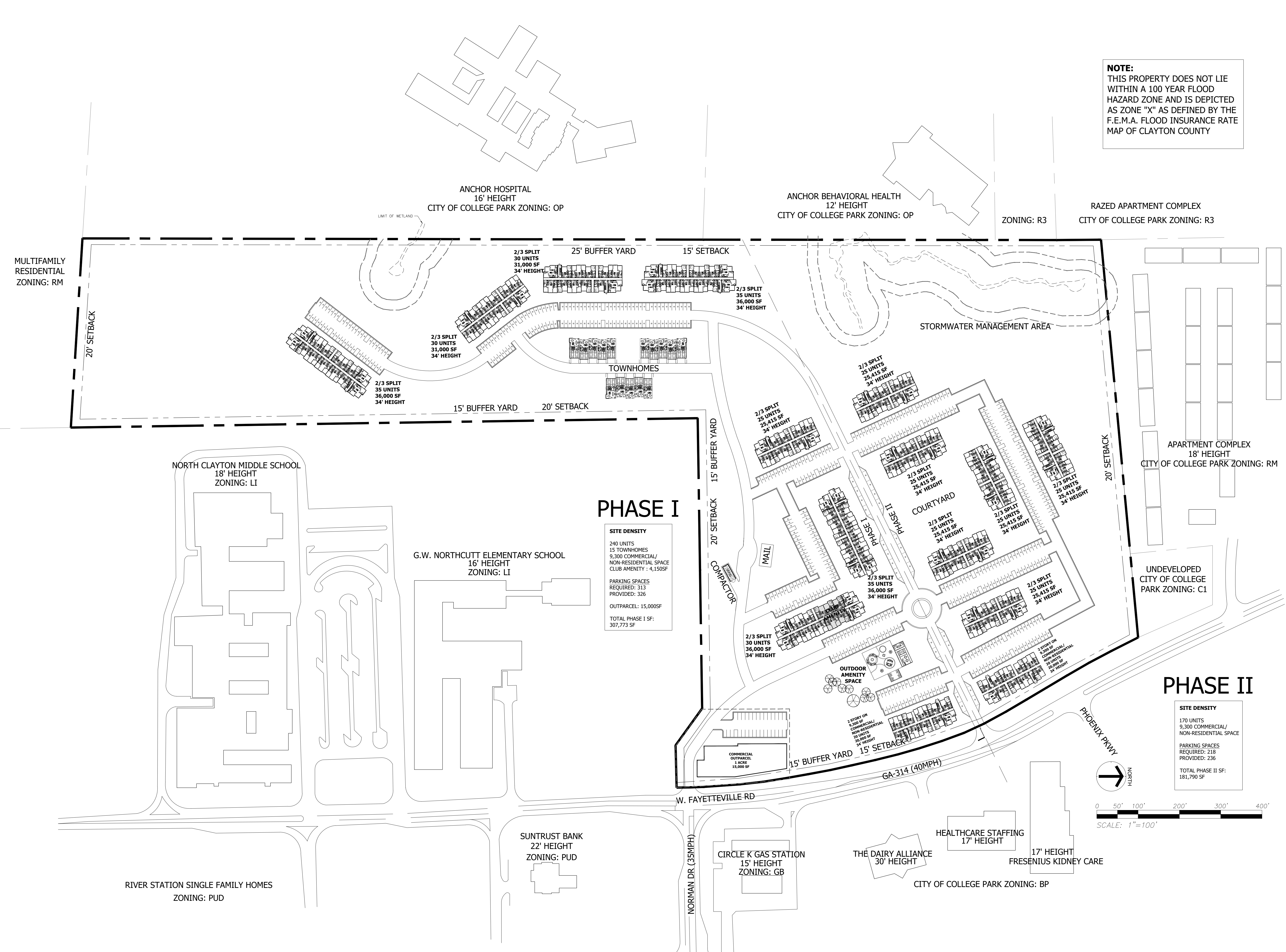
1938

DRAWING NUMBER:

SK-1

NOT ISSUED FOR CD      Packet Pg. 112

**NOTE:**  
THIS PROPERTY DOES NOT LIE WITHIN A 100 YEAR FLOOD HAZARD ZONE AND IS DEPICTED AS ZONE "X" AS DEFINED BY THE F.E.M.A. FLOOD INSURANCE RATE MAP OF CLAYTON COUNTY



### PHASE I

**SITE DENSITY**  
 240 UNITS  
 15 TOWNHOMES  
 9,300 COMMERCIAL/  
 NON-RESIDENTIAL SPACE  
 CLUB AMENITY : 4,150SF  
**PARKING SPACES**  
 REQUIRED: 313  
 PROVIDED: 326  
**OUTPARCEL:** 15,000SF  
**TOTAL PHASE I SF:**  
 307,773 SF

### PHASE II

**SITE DENSITY**  
 170 UNITS  
 9,300 COMMERCIAL/  
 NON-RESIDENTIAL SPACE  
**PARKING SPACES**  
 REQUIRED: 218  
 PROVIDED: 236  
**TOTAL PHASE II SF:**  
 181,790 SF

MULTIFAMILY  
RESIDENTIAL  
ZONING: RM

20' SETBACK

LIMIT OF WETLAND

ANCHOR HOSPITAL  
16' HEIGHT  
CITY OF COLLEGE PARK ZONING: OP

ANCHOR BEHAVIORAL HEALTH  
12' HEIGHT  
CITY OF COLLEGE PARK ZONING: OP

ZONING: R3

RAZED APARTMENT COMPLEX  
CITY OF COLLEGE PARK ZONING: R3

STORMWATER MANAGEMENT AREA

2/3 SPLIT  
30 UNITS  
31,000 SF  
34' HEIGHT

2/3 SPLIT  
30 UNITS  
31,000 SF  
34' HEIGHT

2/3 SPLIT  
35 UNITS  
36,000 SF  
34' HEIGHT

2/3 SPLIT  
30 UNITS  
31,000 SF  
34' HEIGHT

2/3 SPLIT  
35 UNITS  
36,000 SF  
34' HEIGHT

2/3 SPLIT  
25 UNITS  
25,415 SF  
34' HEIGHT

2/3 SPLIT  
25 UNITS  
25,415 SF  
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25 UNITS  
25,415 SF  
34' HEIGHT

2/3 SPLIT  
30 UNITS  
36,000 SF  
34' HEIGHT

2/3 SPLIT  
30 UNITS  
36,000 SF  
34' HEIGHT

2 STORY ON  
6,300 SF  
COMMERCIAL/  
NON-RESIDENTIAL  
SPACE  
30 UNITS  
30,000 SF  
34' HEIGHT

OUTDOOR AMENITY SPACE

COMMERCIAL OUTPARCEL  
1 ACRE  
15,000 SF

NORTH CLAYTON MIDDLE SCHOOL  
18' HEIGHT  
ZONING: LI

G.W. NORTHCUTT ELEMENTARY SCHOOL  
16' HEIGHT  
ZONING: LI

SUNTRUST BANK  
22' HEIGHT  
ZONING: PUD

CIRCLE K GAS STATION  
15' HEIGHT  
ZONING: GB

THE DAIRY ALLIANCE  
30' HEIGHT

HEALTHCARE STAFFING  
17' HEIGHT

17' HEIGHT  
FRESERIUS KIDNEY CARE

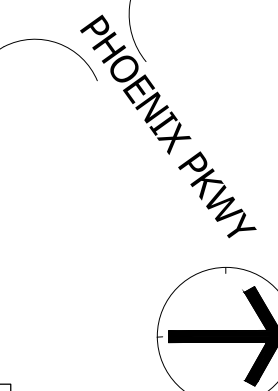
RIVER STATION SINGLE FAMILY HOMES  
ZONING: PUD

CITY OF COLLEGE PARK ZONING: BP

W. FAYETTEVILLE RD

NORMAN DR (35MPH)

GA-314 (40MPH)

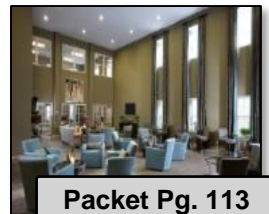
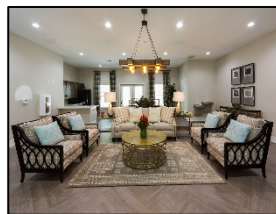


0 50' 100' 200' 300' 400'  
SCALE: 1"=100'





# PROJECT EXAMPLES





RETAIL SIGNAGE

SIGNAGE

Retail Signage



### Fiscal Impact Report for 5391 West Fayetteville Road Annexation

The subject property proposed for annexation is currently in Unincorporated Clayton County and consists only of vacant, wooded land. The 4 parcels that make up an estimated 43 acres have an aggregate Assessed Value of \$441,200. Using College Park’s 2019 Millage rate, the tax revenue for the property to College Park would be \$5,567.50. This is providing millage rate and assessments don’t change significantly and no development takes place. Although this is a minimal revenue, the cost to the city would also be minimal considering it is vacant, wooded land. If the property is annexed into the City, the applicant receives the request PD-R zoning, and the project is completed, then the costs and benefits to the City would be greatly altered.

The project proposal includes the following:

- One parcel will be carved out which will have 15,000 SF of dedicated commercial space.
- Mixed Use Development
  - **Committed** 4,000 SF of commercial space (2,000SF/phase)
  - **Potential** 14,600 SF of flexible space that will be marketed as commercial space
  - 410 multifamily units (1, 2, and 3 bedrooms)
  - 15 townhomes – for sale
- The total potential commercial space on site will be 33,600 SF with a guarantee of 19,000 SF

Expenditures for police services, fire protection, public works, and parks and recreation were estimated for the residential units using data from the Georgia Department of Community Affairs 2018 Report of Local Government Finances annual survey. Per capita cost was calculated using the expenditures data for 2018 and the estimated 2018 population numbers from the US Census. Finally, the estimated cost of approximately 425 units was calculated using per capita cost and the Atlanta Regional Commission’s average household for the region of 2.11 persons per a household. The table below provides estimates of the potential service costs for the proposed residential.

<b>Estimated Service Costs for West Fayetteville Annexation: Residential</b>			
<b>Classification</b>	<b>2018 Total Estimated Cost*</b>	<b>2018 Per Capita Cost**</b>	<b>Estimated West Fayetteville Project Cost***</b>
Fire Protection	\$ 5,759,923.00	\$ 378.64	\$ 339,548.45
Public Works	\$ 727,633.00	\$ 47.83	\$ 42,894.09
Police	\$ 11,412,925.00	\$ 750.26	\$ 672,793.88
Parks and Rec	\$ 2,931,886.00	\$ 192.74	\$ 172,835.18
<b>Total</b>			<b>\$ 1,228,071.60</b>
*DCA 2018 Report of Local Government Finances - City of College Park			
**Based on 2018 Estimated Census Population of 15,212			
***Based on ARC Average Household of 2.11 persons and projected 425 units			

Next, the revenue for the project was estimated using the applicants projected building costs and estimated value of the project. The applicant estimates constructions to **total \$51 million**. Below is a table estimating the taxes and fees that the City will receive as a result of the development. The applicant estimated that the first **ten years** of total taxes and fees for the City of College park totals **\$8.6 million**. This includes the initial one-time taxes and fees plus the ongoing annual fees with an estimated growth of 3%.

**Annual and Year One City Revenues Estimate**

Revenue	One Time	Annual	Total Year 1
Property Taxes		525,880	525,880
Personal Property Taxes		7,500	7,500
Intangible Tax	50,000		50,000
Real Estate Transfer Tax	31,000		31,000
Projected Sales Taxes		150,000	150,000
Insurance Premium Taxes		6,150	6,150
Business License		8,000	8,000
Building Permit/Inspection Fees	565,585		565,585
<b>Total City Revenue</b>	<b>646,585</b>	<b>697,530</b>	<b>1,344,115</b>

It is also necessary to consider the increase in residents the project will provide. The increase in residents will help to support existing and growing commercial in the area. Although difficult to assess, it is reasonable to assume that an increase in residents will provide an increase in sales for local businesses and in turn increase revenue to the City. According to the US Census Bureau, retail sales per capita in 2012 for College Park were an estimated \$7,002. With a population increase of about 900 residents, College Park would have the opportunity to capture upwards of an estimated \$6,000,000 in spending. This revenue is likely to stay within the South Metro Region. Although it is not possible to estimate how much of this revenue is likely to stay within College Park, this increase in potential spending still appears to be a benefit to the area.



## EXECUTIVE SUMMARY

Traffic Solutions, LLC was contracted by Prestwick Companies to prepare a preliminary traffic study for the proposed mixed-use development on West Fayetteville Road (State Route 314) and the intersection with Norman Drive in College Park, Clayton County Georgia.

The purpose of this study is to project how much traffic will be generated by the proposed mixed-use development. The proposed development will consist of 542 multi-family units and 26,080 square feet of commercial space. The project will be developed in two phases. The first phase will consist of 250 low rise apartment units, 36 townhouses and 9,290 square feet of commercial retail and office space. Phase two will consist of 256 low rise apartment units and 16,790 square feet of commercial retail and office space.

As requested, the traffic study will provide information regarding the following:

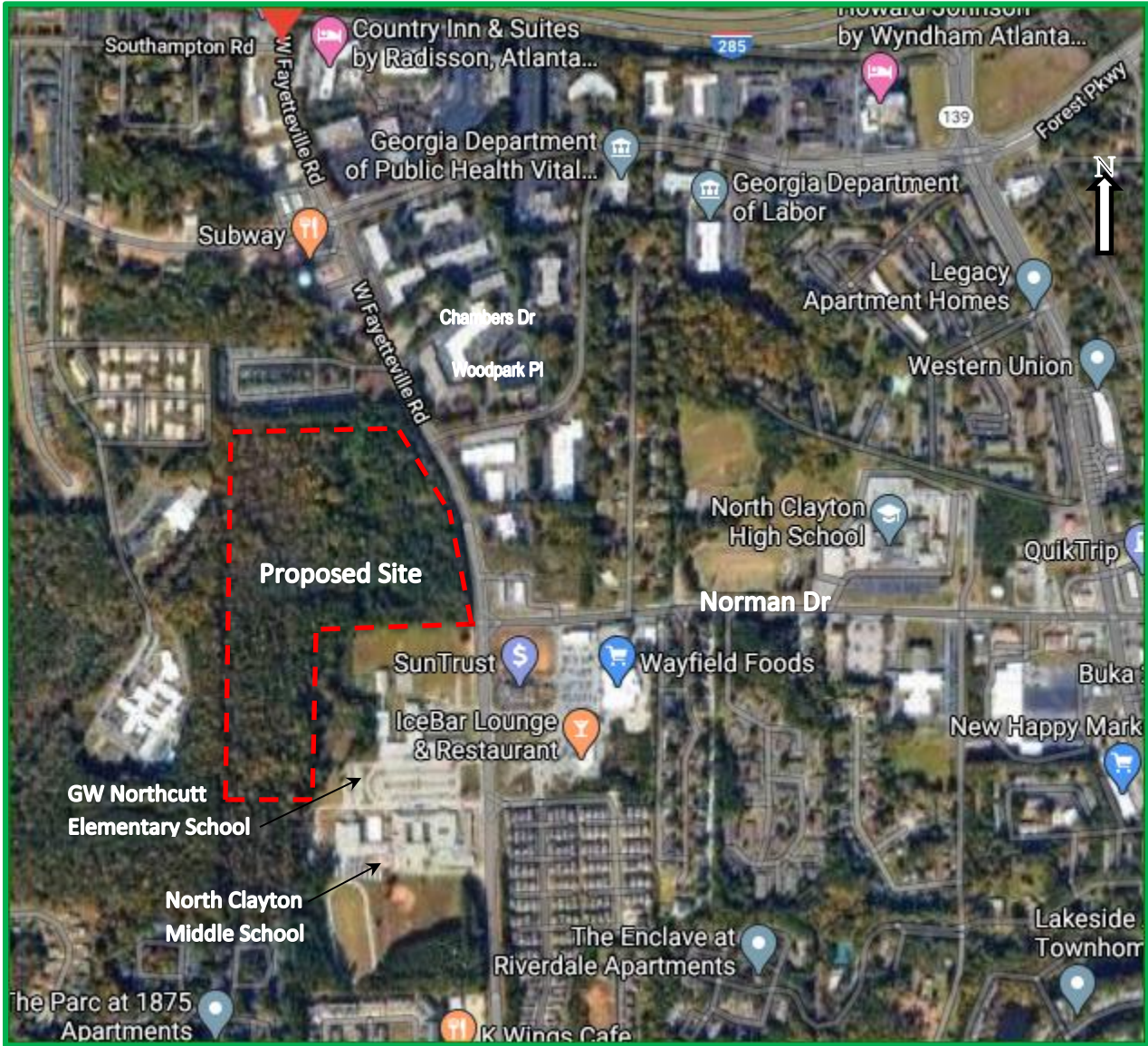
- The projected trips that will be generated by the proposed development during the AM / PM peak hour
- Based on GA Department of Transportation traffic data, the estimated distribution and assignment of generated trips entering and exiting the site

## Study Area

The study area in which the development is proposed is surrounded by various commercial retail, service, office and institutional land uses, as well as, multi-family residential dwelling places as shown in **Figure 1**. The main roadway that the development is addressed is West Fayetteville Road. West Fayetteville Road is State Route 314, a two-lane undivided roadway that expands to a three-lane section in the vicinity of the proposed site. West Fayetteville Road travels in a north/south direction and is functionally classified as a minor arterial roadway, with a posted speed limit of 40 mph. Norman Drive is a three-lane section roadway, functionally classified as a local roadway with a posted speed limit of 35 mph. Norman Drive travels in an east/west direction between SR 314 and SR 139 for approximately 1.20 miles. The main driveway into the development will be aligned with Norman Drive, providing direct access to the site.



Figure 1. Area Map



Traffic Data

Traffic Solutions extracted traffic data from GDOT's Traffic Analysis and Data Application (TADA). The purpose of this information is to establish the directional distribution of the trips generated by the housing developments in this study. The data is from Traffic Count Station 063-1163 located on SR 314 approximately 1,500 feet from the Norman Drive. The data revealed the Annual Average Daily Traffic (AADT) on SR 314 in is 22,700 vpd taken from the Average Hourly Volumes captured in March 2019. Traffic Solutions installed an automatic traffic counter on Norman Drive to capture 24-hours of westbound traffic on Tuesday, February 18, 2020. **Table 1** shows the hourly volume of traffic that transitions in the area of the project site along W. Fayetteville Road and Norman Drive. The highlighted areas are the peak hours along with the directional percentages. The traffic data is included.



Table 1. Daily Hourly Volume

## West Fayetteville Road

Direction	12AM	1 AM	2 AM	3 AM	4 AM	5 AM	6 AM	7 AM	%	8 AM	9 AM	10 AM	11AM	Total
NB	103	80	64	98	210	826	830	1173	71	1010	620	544	509	6067
SB	234	113	98	68	72	106	170	262	16	306	341	374	450	2594
Total	337	193	162	166	282	932	1000	1435		1316	961	918	959	8661

Direction	12PM	1 PM	2 PM	3 PM	4 PM	5 PM	%	6 PM	7 PM	8 PM	9 PM	10 PM	11PM	Total
NB	560	638	635	566	533	586	29	542	486	433	334	259	164	5736
SB	488	574	714	837	992	1072	54	991	780	591	488	416	360	8303
Total	1048	1212	1349	1403	1525	1658		1533	1266	1024	822	675	524	14039

## Norman Drive

Direction	12:00	1:00	2:00	3:00	4:00	5:00	%	6:00	7:00	%	8:00	9:00	10:00	11:00	Total
WB - AM	66	37	38	33	41	74		138	207	13	182	212	223	245	1496
WB - PM	238	283	298	289	324	347	17	298	262		235	168	139	108	2989
															4485

## Trip Generation

Trip generation projections were prepared for the proposed developments using Trafficware TripGen 10 software. The software projects traffic trips for land uses in accordance with the Institute of Transportation Engineers (ITE) Trip Generation, 10<sup>th</sup> Edition manual. Traffic Solutions analyzed the AM and PM peak hour trips that the proposed development's land uses will generate. As shown in **Table 2 – Phase I and Phase II**, the generated trips for this development consist of primary trips, pass-by trips and internal capture trips. *Primary trips* are new trips on the existing roadway network. Primary trips typically enter the site and exit in the direction from which it entered. *Pass-by trips* are trips that are already on the roadway network where the site is an intermediate stop to the motorist intended destination. Pass-by trips enter the site and exit in the same direction they were initially travelling. *Internal capture trips* are the portion of trips generated by the mixed-use development that both begin and end within the development. The importance of internal capture trips is that those trips satisfy a portion of the total development's trip generation and they do so without using the external roadway system. Therefore, reducing the number of trips on the roadway.





Table 2. Mixed Use Development – Peak Hour Trips Phase I

Land Use	AM PEAK HOUR					PM PEAK HOUR				
	Total	Internal	External	Pass-by	Net-New / Primary	Total	Internal	External	Pass-by	Net-New / Primary
<b>Apartments – Low Rise LUC 220 (250 units)</b>										
Enter	25	1	26	0	26	84	4	88	0	88
Exit	88	1	89	0	89	50	2	52	0	52
<b>Apartments – Low Rise LUC 220 (Townhouses – 36 units)</b>										
Enter	4	0	4	0	4	13	0	13	0	13
Exit	13	0	13	0	13	7	0	7	0	7
<b>Office – Small LUC 712 (8,000 Sq. Ft.)</b>										
Enter	7	0	7	0	7	2	1	3	0	3
Exit	1	0	1	0	1	6	1	7	0	7
<b>Shopping Center LUC 820 (4,000 Sq. Ft.)</b>										
Enter	3	0	3	0	3	5	2	7	2	9
Exit	2	0	2	0	2	4	4	8	2	10
<b>Total</b>										
Enter	39	1	40	0	40	104	7	111	2	113
Exit	104	1	105	0	105	67	7	74	2	76

Mixed Use Development – Peak Hour Trips Phase II

Land Use	AM PEAK HOUR					PM PEAK HOUR				
	Total	Internal	External	Pass-by	Net-New / Primary	Total	Internal	External	Pass-by	Net-New / Primary
<b>Apartments – Low Rise LUC 220 (250 units)</b>										
Enter	26	1	27	0	27	86	4	90	0	90
Exit	90	1	91	0	91	51	2	53	0	53
<b>Office – Small LUC 712 (8,790 Sq. Ft.)</b>										
Enter	8	0	8	0	8	0	1	1	0	1
Exit	1	0	1	0	1	7	1	8	0	8
<b>Shopping Center LUC 820 (5,290 Sq. Ft.)</b>										
Enter	5	0	5	0	5	8	2	10	4	14
Exit	3	0	3	0	3	8	4	12	4	16
<b>Total</b>										
Enter	39	1	40	0	40	94	7	101	4	105
Exit	94	1	95	0	95	66	7	73	4	77

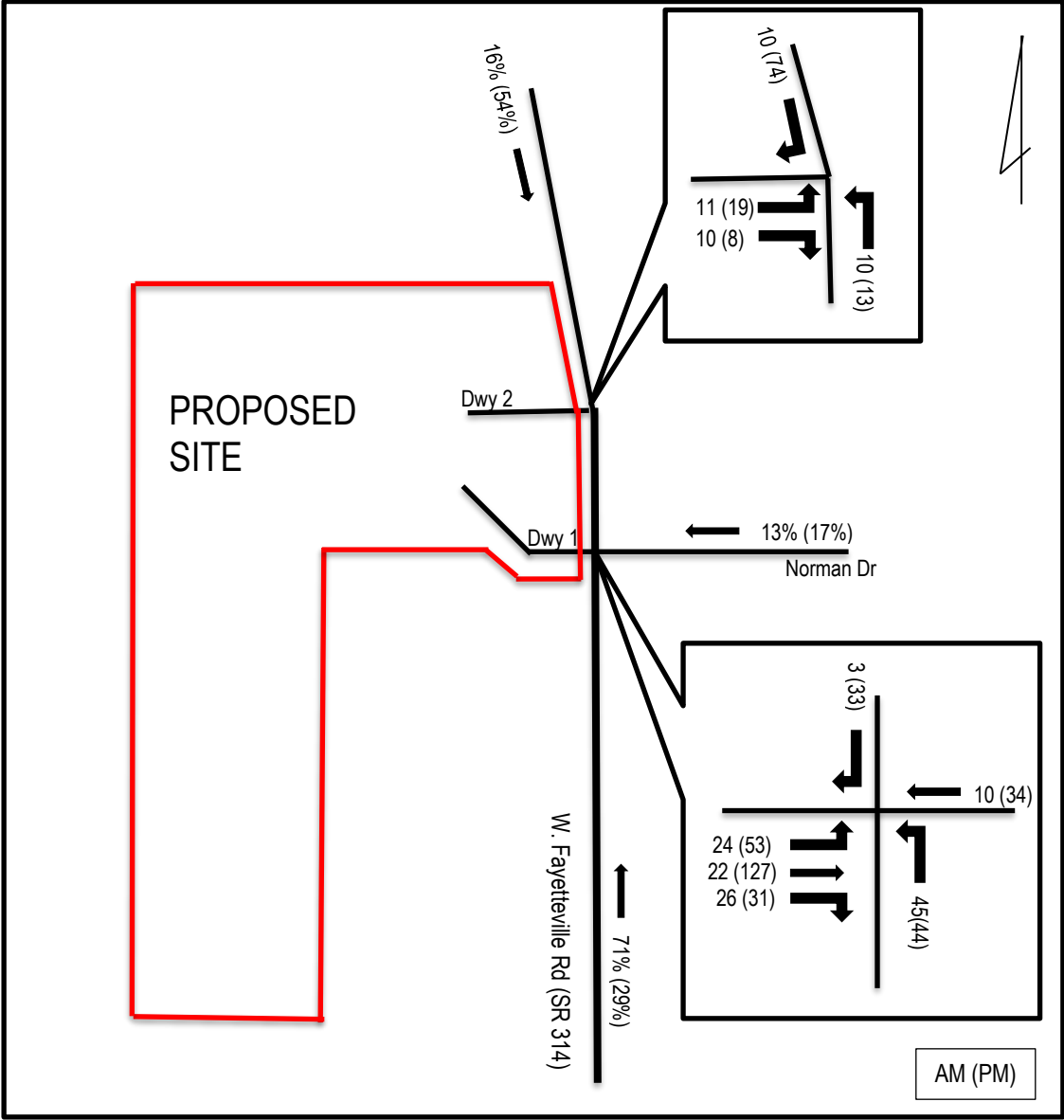
<b>Phase I + Phase II Total</b>										
Enter	78	2	80	0	80	198	14	212	6	218
Exit	198	2	200	0	200	133	14	147	6	153

The detailed work sheets are attached.



Figure 2 shown the total distributed and assigned AM and PM peak hour trips for the proposed mixed-use development. For this study, we used the adjacent street peak hour to show the impact to traffic during normal AM/PM peak periods – shown between the hours of 7:00 and 8:00 in the morning and 5:00 and 6:00 in the evening.

Figure 2. Mixed-Use Development AM and PM Peak Hour Trips – Phase I + II



**STATE OF GEORGIA****CITY OF COLLEGE PARK****ORDINANCE 2020-\_\_\_\_\_**

AN ORDINANCE TO ANNEX CERTAIN PROPERTY LOCATED AT 5391 W. FAYETTEVILLE ROAD INTO THE CORPORATE LIMITS OF THE THE CITY OF COLLEGE PARK, GEORGIA PURSUANT TO THE 100% METHOD; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

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

**WHEREAS**, the owner of real property (the “Applicant”) has applied to the City for Annexation (the “Application”), to annex certain property located at 5391 W. Fayetteville Road (Parcel Identification No. 13071C B001, 13071C B002, 13071C B003, 13090A A002) (“Property”); and

**WHEREAS**, said Property is further described on Exhibit “A” attached hereto and incorporated herein; and

**WHEREAS**, the City has determined that the Property is contiguous to the existing corporate limits of the City and will not create an unincorporated island in accordance with O.C.G.A. §§ 36-36-4; 36-36-20; and

**WHEREAS**, the City has determined that the Applicant is the titleholder of record of 100% of the privately-owned land within the Property, as evidenced by the records of the Clerk of the Superior Court in Clayton County, Georgia; and

**WHEREAS**, the City has lawfully provided notice to Clayton County, Georgia of all required information pursuant to O.C.G.A. §§ 36-36-6; 36-36-111 and no objection was raised; and

**WHEREAS**, the City has determined that the Application meets the requirements of law pursuant to O.C.G.A. § 36-36-1 *et seq.*; and

**WHEREAS**, the requirements in O.C.G.A. § 36-66-4(d) governing procedures for the zoning of land to be annexed into a municipality have been satisfied; and

**WHEREAS**, the City has authority pursuant to O.C.G.A. § 36-36-1 *et seq.* to annex certain property into the corporate limits of the City, and the governing authority has determined that the annexation of the Property would be in the best interest of the residents and property owner of the area to be annexed and of the citizens of the City of College Park; and

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

**Section 1:** The Property located at 5391 W. Fayetteville Road (Parcel Identification No. 13071C B001, 13071C B002, 13071C B003, 13090A A002) and further described on Exhibit “A” attached hereto and incorporated herein, is hereby annexed into the existing corporate limits of the City of College Park, Georgia pursuant to O.C.G.A. § 36-36-1 *et seq.*

**Section 2.** The City held a public hearing on the Proposed Zoning on the Property prior to its final vote to approve this annexation on April 6, 2020, and determined that the proper zoning classification for the Property shall be PD-R- Planned Development Residential.

**Section 3.** This Ordinance shall become effective on the 1st day of May, 2020, pursuant to O.C.G.A. § 36-36-2(a).

**Section 4.** The City Clerk of the City of College Park is instructed to send a report that includes certified copies of this ordinance, the name of the county in which the property being annexed is located and a letter from the City stating the intent to add the annexed area to Census maps during the next survey and stating that the survey map will be completed and returned to the Census Bureau, Department of Community Affairs, and to the governing authority of Clayton County within thirty (30) days after the effective date of the annexation as set forth above in Section 3.

**Section 5.** The preamble of this Ordinance shall be considered to be and is hereby incorporated by reference as if fully set out herein.

**Section 6.** This Ordinance shall be codified in a manner consistent with the laws of the State of Georgia and the City.

**Section 7.** (a) It is hereby declared to be the intention of the Mayor and Council that all sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the Mayor and Council to be fully valid, enforceable and constitutional.

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

(c) In the event that any phrase, clause, sentence, paragraph or section of this Ordinance shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the Mayor and Council that such invalidity, unconstitutionality or unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinance and that, to the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs and sections of the Ordinance shall remain valid, constitutional, enforceable, and of full force and effect.

**Section 8.** All ordinances and parts of ordinances in conflict herewith are hereby expressly repealed.

**ORDAINED** this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

**CITY OF COLLEGE PARK, GEORGIA**

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

**ATTEST:**

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

**APPROVED BY:**

\_\_\_\_\_  
City Attorney

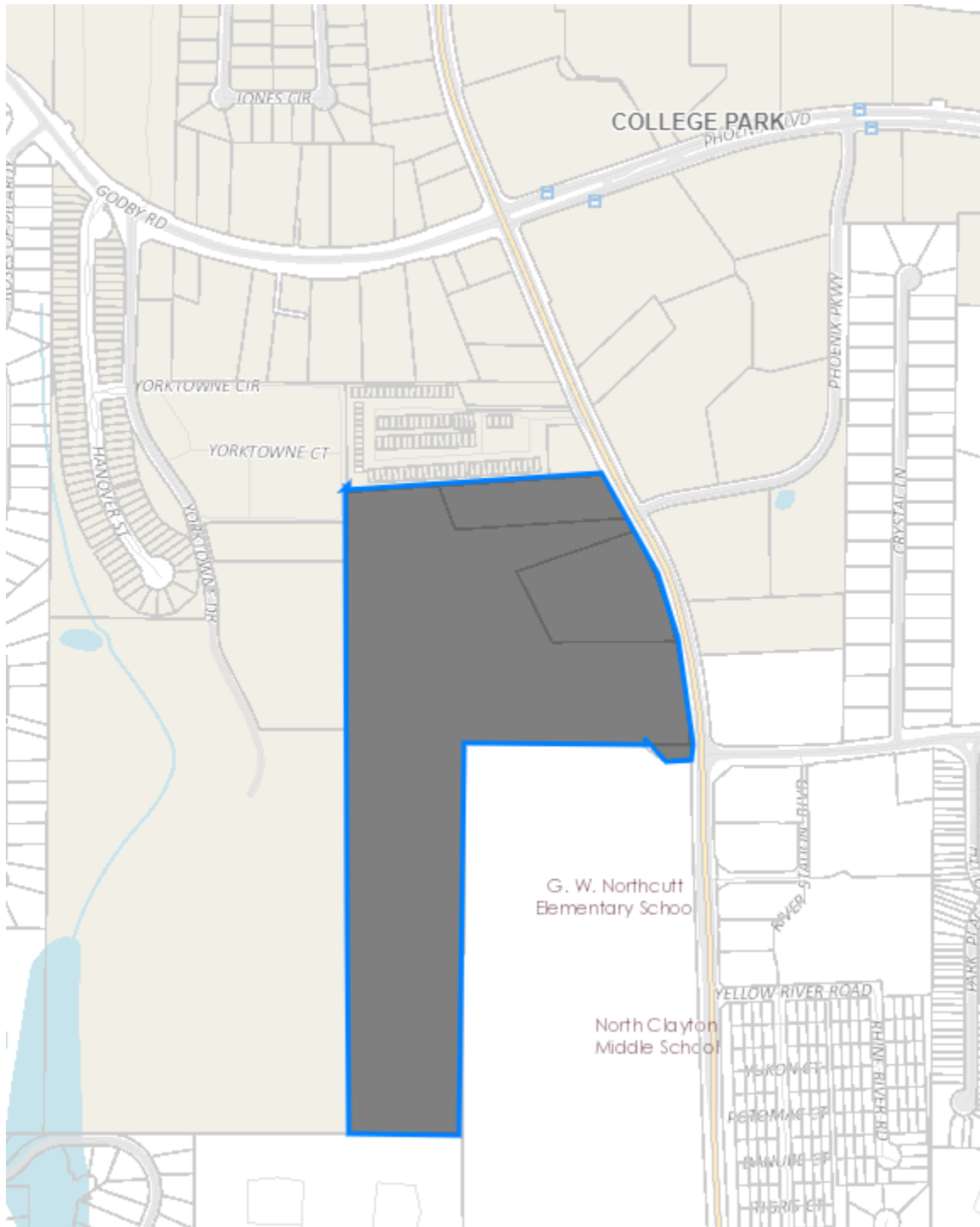
EXHIBIT "A"

ALL THAT TRACT OR PARCEL OF LAND lying and being in Land Lots 70, 71 and 91 of the 13<sup>th</sup> District of Clayton County, Georgia, and being more particularly described as follows:

Beginning at the intersection of the westerly right-of-way line of State Route #314, also known as West Fayetteville Road (80 ft. right-of-way) and the line common to Land Lots 71 and 90 of said district; proceeding thence along said westerly right-of-way line of State Route #314, southerly a distance of 64.75 feet along a curve to the right, said curve having a radius of 1,706.791 feet and being subtended by a chord having a bearing a distance of South 01 degree 29 minutes 01 second East 64.75 feet to a point; leaving said westerly right-of-way line of State Route #314 and proceeding thence South 88 degrees 37 minutes 47 seconds West a distance of 102.66 feet to a point; proceeding thence North 54 degrees 09 minutes 51 seconds West a distance of 109.81 feet to a point on said line common to Land Lots 71 and 90; proceeding thence along said common Land Lot line and along the line common to said Land Lots 70 and 91 South 89 degrees 07 minutes 39 seconds West a distance of 702.93 feet to a concrete monument found; leaving said line common to Land Lots 70 and 91 and proceeding thence South 00 degrees 51 minutes 21 seconds East a distance of 1518.42 feet to a 1/2 inch rebar set; proceeding thence North 86 degrees 28 minutes 39 seconds West a distance of 458.90 feet to an etched hole in the top of stone found; proceeding thence North 00 degrees 06 minutes 57 seconds East a distance of 1502.70 feet to an etched hole in the top of stone found on said line common to Land Lots 70 and 91; proceeding thence North 00 degrees 04 minutes 00 seconds East a distance of 856.02 feet to a 1/2 inch rebar found; proceeding thence North 00 degrees 27 minutes 05 seconds West a distance of 108.05 feet to a 1/2 inch rebar set proceeding thence North 84 degrees 40 minutes 12 seconds East a distance of 967.36 feet to a 1/2 inch rebar set on said westerly right-of-way of State Route #314; proceeding thence along said westerly right-of-way line of State Route #314 the following courses: South 26 degrees 43 minutes 56 seconds East a distance of 73.06 feet to a point, South 27 degrees 55 minutes 05 seconds East a distance of 59.50 feet to a point, South 29 degrees 59 minutes 15 seconds East a distance of 61.97 feet to a point, South 30 degrees 44 minutes 05 seconds East a distance of 58.28 feet to a point, South 30 degrees 44 minutes 15 seconds East a distance of 57.49 feet to a point, South 30 degrees 27 minutes 07 seconds East a distance of 57.82 feet to a point, South 28 degrees 32 minutes 23 seconds East a distance of 60.14 feet to a point, South 24 degrees 43 minutes 40 seconds East a distance of 52.98 feet to a point, South 20 degrees 06 minutes 46 seconds East a distance of 57.38 feet to a point, South 17 degrees 51 minutes 05 seconds East a distance of 58.96 feet to a point, South 15 degrees 52 minutes 58 seconds East a distance of 53.09 feet to a point, South 13 degrees 56 minutes 33 seconds East a distance of 55.49 feet to a point, South 12 degrees 42 minutes 33 seconds East a distance of 58.55 feet to a point, South 12 degrees 22 minutes 08 seconds East a distance of 53.18 feet to a point, South 10 degrees 35 minutes 43 seconds East a distance of 54.86 feet to a point, South 10 degrees 03 minutes 34 seconds East a distance of 58.23 feet to a point, South 09 degrees 02 minutes 51 seconds East a distance of 51.18 feet to a point, South 06 degrees 17 minutes 18 seconds East a distance of 58.22 feet to a point and South 03 degrees 59 minutes 34 seconds East a distance of 87.75 feet to The Point of Beginning.

Said tract or parcel of land contains 43.7897 acres.

**EXHIBT "A" CONTINUED**





Examples of Multifamily with First Floor Commercial for 5391 West Fayetteville Road





# CITY OF COLLEGE PARK

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

## REG SESSION AGENDA REQUEST

DOC ID: 8054

**DATE:** March 30, 2020

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

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

**FROM:** Michelle Alexander, City Planner

**RE:** Decision on the Rezoning of 5391 West Fayetteville Road

**PURPOSE:** Decision on the rezoning for a annexed property located at 5391 West Fayetteville Road from Unincorporated Clayton County to the City of College Park.

**REASON:** If the annexation passes, the Council will then vote on the rezoning portion of the application.

**RECOMMENDATION:** Staff recommends approval of the rezoning with the conditions listed in the staff report. The Planning Commission heard this case at their February 24th, 2020 meeting and recommended approval with staff's conditions in addition to the condition that a fiscal impact report and traffic study be completed before the April 6th, 2020 meeting.

**BACKGROUND:** Decision only on the rezoning case. Only necessary if the annexation is approved. If the rezoning is approved, then the applicant will be required to return to Planning Commission and Mayor and Council with a detailed plan for the development as required by the PD-R Zoning District. This plan will be reviewed by the City Planner, City Engineer, and other city personnel to ensure compliance with all requirements of the PD-R District as well as any conditions placed on the rezoning by Council.

**COST TO CITY:** Fiscal Impact Report Attached

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:** Fiscal Impact Report Attached

**CITY COUNCIL HEARING DATE:** April 6th, 2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** Clayton County was notified of the annexation and did not respond.

**AFFECTED AGENCIES:** N/A

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** Approval of this request would result in the rezoning of 5391 West Fayetteville Road to PD-R.

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**STAFF:** Michelle Alexander

**ATTACHMENTS:**

- Certified Mail to Clayton County\_01-22-2020 (PDF)
- 5391WFayettevilleRd\_StaffReportUpdate (PDF)
- 5391W.FayettevilleRoadMaps (PDF)
- 1938- College Park Site Layout 3.11.20 (PDF)
- Examples\_Renderings (PDF)
- Fiscal Impact Report for 5391 West Fayetteville Road Annexation (PDF)
- Preliminary Traffic Summary (PDF)
- UpdatedApplication3\_25 (PDF)
- 5391 W. Fayetteville Zoning Ordinance (DOCX)

**Review:**

- Michelle Alexander Completed 03/30/2020 10:08 AM
- Rosyline Robinson Completed 03/31/2020 10:00 AM
- Inspections Pending
- City Attorney's Office Pending
- Terrence R. Moore Completed 04/02/2020 4:49 PM
- Mayor & City Council Pending 04/06/2020 7:30 PM

TY OF COLLEGE PARK  
P. O. BOX 8737  
COLLEGE PARK, GA 30337



Clayton County Board of Commissioners  
Attention: Chairman Jeffrey E. Turner  
112 Smith Street, Annex 1  
Jonesboro, Georgia 30236

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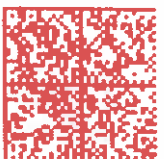
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CITY OF COLLEGE PARK  
P.O. BOX 87137  
COLLEGE PARK, GA 30337

Tasha Mosley  
District Attorney Clayton County  
Harold R. Banke Justice Center  
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Return Receipt Fee (Endorsement Required)	2.80	
Restricted Delivery Fee (Endorsement Required)		
Total Postage & Fees	\$ 6.85	

Sent To Tasha Mosley, District Attorney  
Street, Apt. No. 9151 Tara Blvd, 4th Floor  
or PO Box No. Jonesboro, GA 30236  
City, State, ZIP+4



## CITY OF COLLEGE PARK

P.O. BOX 87137 • COLLEGE PARK, GA. 30337 • 404/767-1537

January 22, 2020

SENT VIA CERTIFIED MAIL

The Clayton County Board of Commissioners  
112 Smith Street, Annex 1  
Jonesboro, GA 30236

Re: City of College Park's Proposed Annexation of three parcels on W. Fayetteville Rd.

Dear Commissioners:

Please be advised that the City of College Park, Georgia, by the authority vested in the Mayor and the Council of the City of College Park, Georgia by Article 2 of Chapter 36, Title 36, of the Official Code of Georgia Annotated, intends to annex the property here in after described by ordinance at a regular meeting of the Mayor and the City Council.

This letter has been sent to you by certified mail, return receipt requested, within five (5) business days of acceptance of an application for annexation, a petition for annexation, or upon the adoption of a resolution for annexation by the City of College Park, in accordance with O.C.G.A. § 36-36-6 and O.C.G.A. § 36-36-9 and after receipt of the application for zoning pursuant to O.C.G.A. §36-36-111.

The property to be annexed consists of three (4) parcels owned by McDonald Southchase I, LLC, located in the 13<sup>th</sup> District of Clayton County and more specifically described as:

- (1) Parcel ID No. 13071 C B001 (0 W. Fayetteville Rd);
- (2) Parcel ID No. 13071 C B002 (5295 W. Fayetteville Rd);
- (3) Parcel ID No. 13071 C B003 (5335 W. Fayetteville Rd); and
- (4) Parcel ID No. 13090A A002 (0 W. Fayetteville Rd).

The proposed zoning is PD-R – Planned Development Residential District described in Article 4 of the College Park Zoning Code. The applicant has proposed a mixed-use development with multifamily at a density of fourteen units per an acre.

Pursuant to O.C.G.A. § 36-36-7 and O.C.G.A. § 36-36-9, you must notify the Mayor and Council of the City of College Park, in writing and by certified mail, return receipt requested, of any county facilities or property located within the property to be annexed, within five (5) business days of receipt of this letter.

Pursuant to O.C.G.A. § 36-36-4 public hearings on zoning of the property to be annexed as PD-R – Planned Development Residential are intended to be held on February 24, 2020 by the College



## CITY OF COLLEGE PARK

P.O. BOX 87137 • COLLEGE PARK, GA. 30337 • 404/767-1537

Park Planning Commission and on April 6, 2020 by the Mayor and City Council of College Park. If the county has an objection under O.C.G.A. § 36-36-113, in accordance with the objection and resolution process, you must notify the Mayor and Council of the City of College Park within thirty (30) calendar days of the receipt of this notice. Please copy the City Attorney on all related correspondence (Fincher Denmark LLC, 100 Hartsfield Center Pkwy, Suite 400, Atlanta, GA 30354).

Sincerely,

City Manager, City of College Park

CC: County Attorney's Office  
Clerk of Board of Commissioners  
County CEO/Administrator



**Rosylne Robinson**

---

**From:** Nicolette Washington <nwashington@tcfatl.com>  
**Sent:** Wednesday, January 22, 2020 2:35 PM  
**To:** Rosylne Robinson  
**Subject:** Addresses!

Hey Ros – these are the addresses that the Certified Letter needs to go to!

Clayton County Board of Commissioners  
Attention: Chairman Jeffrey E. Turner  
112 Smith Street, Annex1  
Jonesboro, GA 30236

Detrick Stanford  
Clayton County COO  
112 Smith Street, Annex 1  
Jonesboro, GA 30236

Tasha Mosley  
District Attorney Clayton County  
Harold R. Banke Justice Center  
9151 Tara Boulevard  
4th Floor  
Jonesboro, GA 30236

**Nicolette Washington, Planner**  
[1514 East Cleveland Avenue Suite 82](#)  
| East Point, GA 30344 | ph 404.684.7031 | fax 404.684.7033 |  
[www.tcfatl.com](http://www.tcfatl.com) - Visit our website today!





**Evaluation Prepared by:** Michelle M. Alexander, City Planner  
**Planning Commission Meeting:** February 24<sup>th</sup>, 2020  
**Council Meeting (Request date):** March 16<sup>th</sup>, 2020  
**Council Meeting Public Hearing:** April 6<sup>th</sup>, 2020

**Applicant:** Birkdale Land Investments, LLC

**Subject Property:** 5391 W Fayetteville Road, College Park, GA 30349

**Total Lot Size:** 43.62 acres                      **Parcels:** 13071C B001, 13071C B002, 13071C B003, 13090A A002

**Request:** Application Birkdale Land Investments, LLC for Annexation and Rezoning of a property located at 5391 W. Fayetteville Road, College Park, GA 30349 into the City of College Park with the zoning **PD-R – Planned Development Residential**.

**Current Land Use:** Vacant Land                      **Future Land Use Plan:** Clayton County Indicates Mixed Use

**Surrounding Zonings:**

	<b>Current Zoning</b>	<b>Current Land Use</b>
North	RM – Residential Multiple Family	Apartment Complex
East	BP – Business Park	Office Buildings
East	Clayton County - Office Institutional	Schools
South	Clayton County - Office Institutional	Schools
West	OP – Office Professional	Mental Health Services

**Background:** The subject property is located in Unincorporated Clayton County on the west side of West Fayetteville Road. Notifications were sent to the Clayton County Board of Commissioners, the Clayton County COO, and the Clayton County District Attorney concerning this annexation. Letters were sent by certified mail and receipts were received for each letter. There were no responses or comments received from Clayton County concerning this matter. The letter and certified mail receipts are attached for reference.

The attached maps indicate that the subject 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. The applicant has submitted examples of previous developments around the Atlanta area showing examples of architecture and amenities that they typically provide. They have also offered to provide tours or showings to members of the Council who might be interested in viewing their properties. Additionally, the applicant has provided examples of other properties and preliminary renderings for the subject property. There are also two weblinks provided at the end of this report as examples of properties the applicant owns.

**Findings:** The applicant has agreed to carve out a parcel for standalone commercial space at the entrance to the development with an **estimated 15,000 square feet of commercial space**. This space will be marketed as commercial space to potential partners for the applicant. The attached site plan indicates the section designated for this parcel. The mixed-use development will be built in Two Phases with the first phase to begin as soon as possible. The total development will include approximately **410 apartment units, 15 townhome units, and a guarantee of 4,000 square feet of commercial space**. The applicant has indicated that they will be marketing up to a total of 12,600 square feet of additional commercial space. This space is indicated as “flexible” space to avoid unoccupied 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 apartment units will include one-bedroom units at 650 SF, two-bedroom units at 850 SF, and three-bedroom units at 1,100 SF. The applicant estimated the unit breakdown to be 25% one-bedroom, 50% two-bedroom, and 25% three-bedroom. The townhome units will be for sale at market price. This overall proposal is estimated at **9.6 units/acre**. The proposed **open space for the development is 77%**. The proposed site plan is attached for reference.

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. The applicant has indicated they are willing to answer any questions concerning target income levels or affordable housing procedures. A **full-time, on-site management and maintenance team** will also be provided for the duration of the developer’s ownership. This arrangement is also suggested below as a condition of zoning to guarantee the continued on-site management of the property should the current owner sell the property.

A community gathering space will be provided according to the site plan as well as an outdoor amenity space in the open courtyard. These amenities as well as some additional amenities are also suggested as a condition of zoning to increase the livability of the development. It is also suggested that a detailed landscape plan that includes sidewalks, lighting, and plantings be submitted for review by the City Engineer prior to approval of building plans.

A **fiscal impact study** breaking down the expenditures and revenues to the City is attached. The major costs to the City for the residential aspect of the development including fire protection, police services, public works activities, and parks and recreation are included. Revenues to the City include the taxes and fees that will be paid by the applicant if the development is completed. The report also includes the projected revenue to the City if the property is annexed into the City but not developed. Other possible revenues to the City include the



applicant's commitment to using College Park Power for the development, and the potential retail sales from the proposed commercial 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 of 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 are attached and have been provided to the City Engineer for review. The applicant's summary is below. Another concern was the possible future widening of West Fayetteville Road. A requirement for the applicant to meet the GDOT suggested setbacks is suggested as a condition to mitigate this concern.

**Notes on Traffic Study from the Applicant:** *Please note that the attached study was based on the original, much larger footprint. For the first phase of development, based on the smaller footprint, we'd expect for there to be about 2.5-3 cars entering/exiting the development per minute at peak hours. At other times of the day, we'd expect there to be around 1 car/minute entering or exiting. The second phase of development projects to add 1.5-1.75 cars entering/exiting the development per minute at peak hours (this is adjusted from the summary, based on 170 multifamily units). Other times of the day, we'd expect there to be 1 car/minute entering or exiting. In all, the property will add around 2 cars/minute to an arterial road and 4-5 cars/minute at peak hours.*

**Conclusion:** The proposed use for the property is unlikely to affect surrounding properties due to the generally similar or more intense adjacent uses, and the Clayton County's designated future land use for the area is mixed-use, which indicates the desire for this type of property. The area would benefit from the mixed-use development given the proposed commercial space along West Fayetteville Road and the mix of unit sizes in the development. These types of housing options are needed in the area and providing them as part of a mixed-use development is in line with the City's Comprehensive Plan. The potential commercial space this development would provide would enrich the nearby residential developments. Finally, a development of this size and quality has the potential to increase the market value and draw more investment for the area.

**Planning Commission Meeting Notes:**

- The planning commission brought up concerns about safety and security for the development. The applicant indicated they would be willing to gate the property should it be a concern to the community. This can be added as a condition if the Council finds that appropriate.
- The commission also asked if this many units was necessary – the applicant responded that they would review. The applicant has revised their site plan to reduce the multifamily units from 542 units to 410 units. This revision brings the proposed units per an acre to an estimated 9.6.
- Concerns about traffic were also expressed – the client indicated they were working on a traffic study to be completed before the MCC meeting on April 6<sup>th</sup>. This has been completed and is attached. It was also provided to the City Engineer for review.



- The commission expressed several concerns about the cost and revenue to the City, the applicant provided some rough numbers but indicated some more clear calculations would be prepared for the MCC Meeting. A fiscal impact report has been conducted and is attached for reference.

**Planning Commission Recommendation:** The planning commission recommended approval of the application with staff's conditions. The commission also asked that a traffic study be completed, and a fiscal impact study be conducted for the project to show potential revenues and expenses for the City. Both studies were completed and are attached for reference.

**Staff Recommendation:** The City Planner recommends *approval* of the annexation and rezoning for the proposed development with the following conditions:

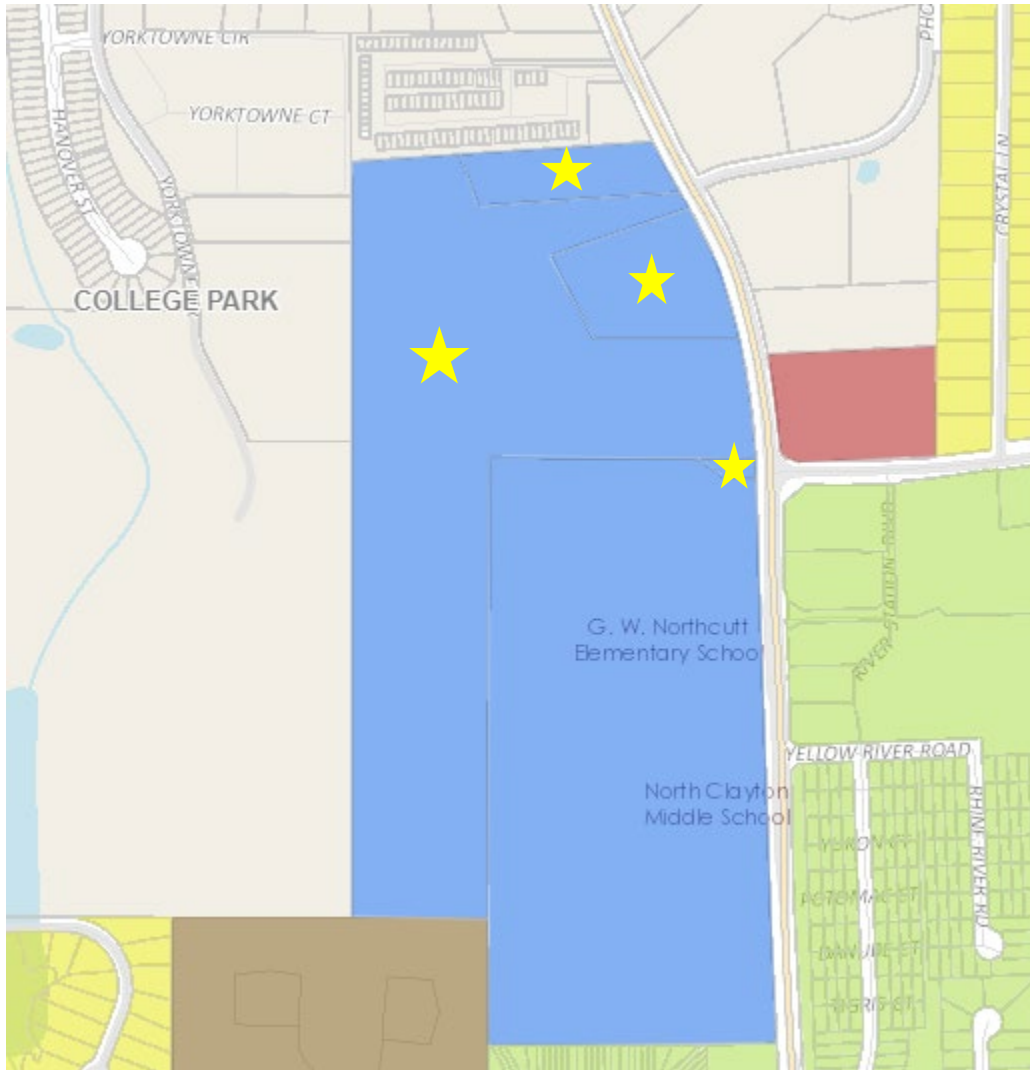
1. The development is appropriately setback from West Fayetteville Road to allow for Georgia Department for Transportation required right of way should the road be widened in the future.
2. The two entrances off West Fayetteville Road will be lined up with existing curb cuts and approved by Georgia Department for Transportation.
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 major 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.
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 to be reviewed by the City Engineer 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
- Fiscal Impact Report
- Traffic Study
- Examples of other properties:
  - <https://www.park9apts.com/>
  - <https://eddyrvl.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

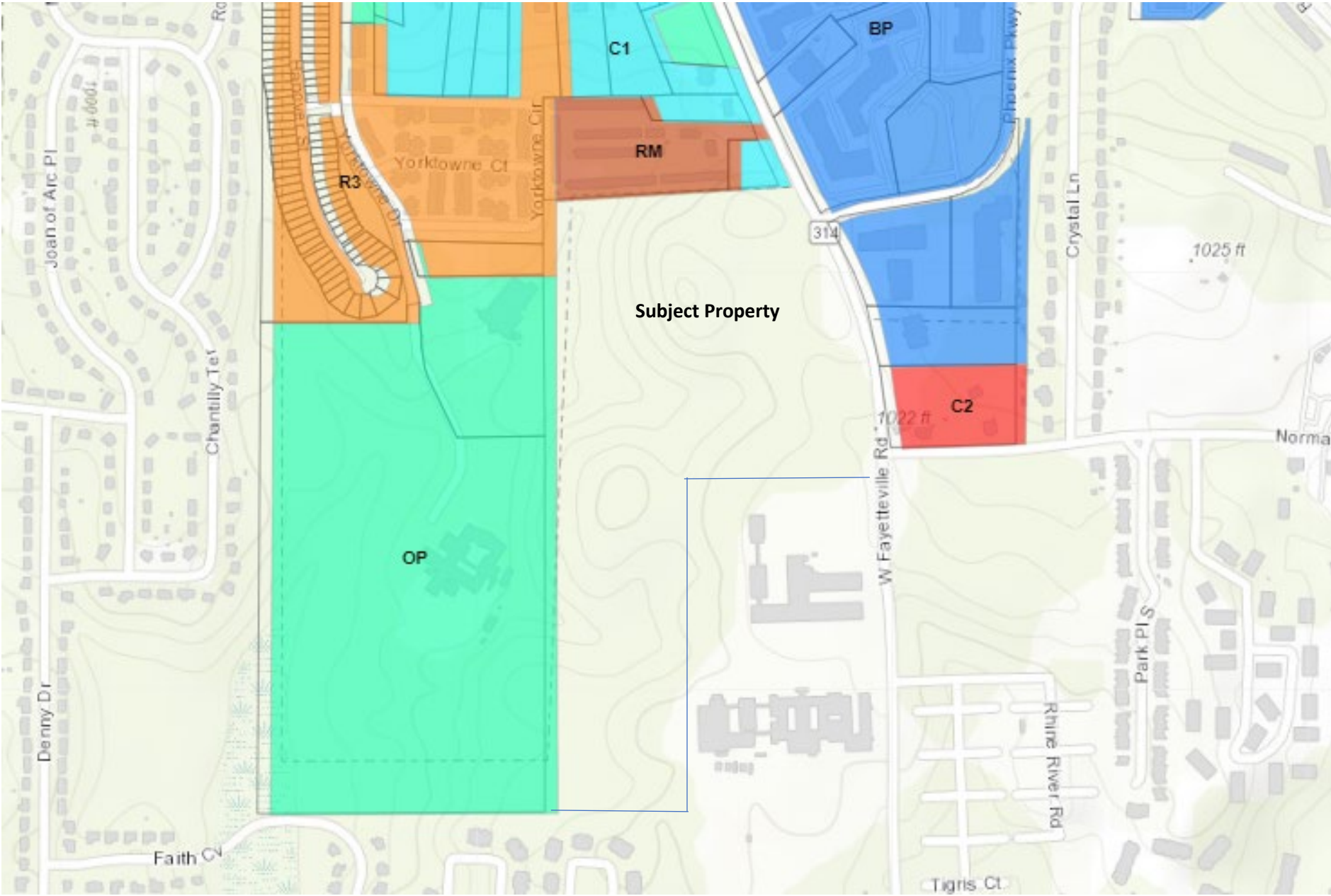




# Clayton County Zoning Map



# College Park Zoning Map





GLA-ATL,LLC

649 11TH STREET  
ATLANTA, GA 30318  
VOICE: 404.228.1958  
FAX: 404.228.8350

WWW.GLAATL.COM

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RELEASE DATES:

REV # DATE DESCRIPTION

REV #	DATE	DESCRIPTION



Prestwick companies

STAMP:

CLIENT:

PRESTWICK COMPANIES

3715 NORTHSIDE PARKWAY, NW  
BLDG 200, SUITE 175  
ATLANTA, GA 30327

PROJECT:

COLLEGE PARK,  
CLAYTON COUNTY

DRAWING TITLE:

PROPOSED SITE LAYOUT

DRAWN BY: CHECKED BY:

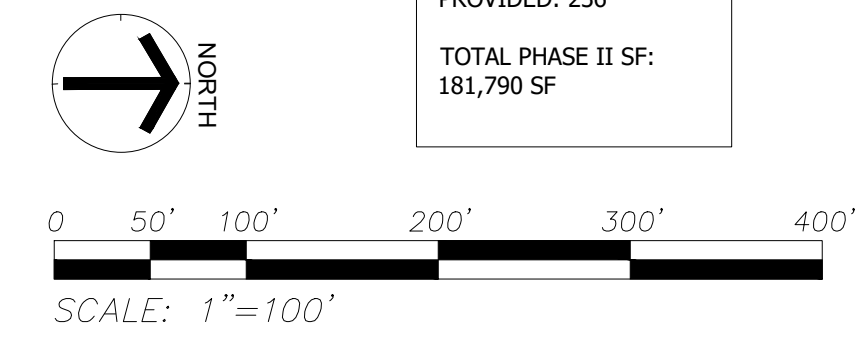
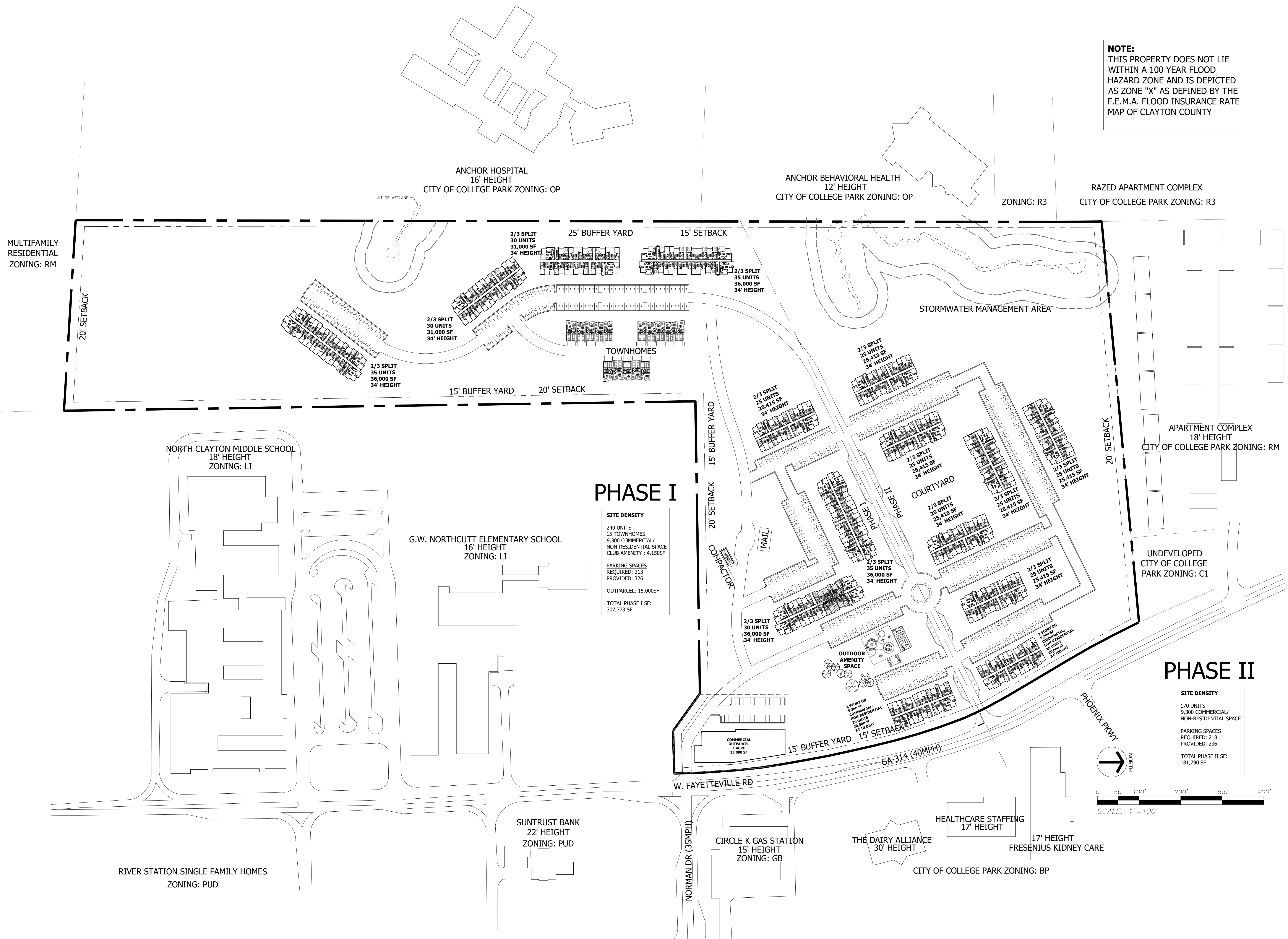
SCALE: AS NOTED DATE: 03/11/2020

PROJECT NUMBER: 1938

DRAWING NUMBER: SK-1

NOT ISSUED FOR CONSTRUCTION Packet Pg. 147

**NOTE:**  
THIS PROPERTY DOES NOT LIE WITHIN A 100 YEAR FLOOD HAZARD ZONE AND IS DEPICTED AS ZONE "X" AS DEFINED BY THE F.E.M.A. FLOOD INSURANCE RATE MAP OF CLAYTON COUNTY



# PROJECT EXAMPLES





RETAIL SIGNAGE

SIGNAGE

Retail Signage



### Fiscal Impact Report for 5391 West Fayetteville Road Annexation

The subject property proposed for annexation is currently in Unincorporated Clayton County and consists only of vacant, wooded land. The 4 parcels that make up an estimated 43 acres have an aggregate Assessed Value of \$441,200. Using College Park’s 2019 Millage rate, the tax revenue for the property to College Park would be \$5,567.50. This is providing millage rate and assessments don’t change significantly and no development takes place. Although this is a minimal revenue, the cost to the city would also be minimal considering it is vacant, wooded land. If the property is annexed into the City, the applicant receives the request PD-R zoning, and the project is completed, then the costs and benefits to the City would be greatly altered.

The project proposal includes the following:

- One parcel will be carved out which will have 15,000 SF of dedicated commercial space.
- Mixed Use Development
  - **Committed** 4,000 SF of commercial space (2,000SF/phase)
  - **Potential** 14,600 SF of flexible space that will be marketed as commercial space
  - 410 multifamily units (1, 2, and 3 bedrooms)
  - 15 townhomes – for sale
- The total potential commercial space on site will be 33,600 SF with a guarantee of 19,000 SF

Expenditures for police services, fire protection, public works, and parks and recreation were estimated for the residential units using data from the Georgia Department of Community Affairs 2018 Report of Local Government Finances annual survey. Per capita cost was calculated using the expenditures data for 2018 and the estimated 2018 population numbers from the US Census. Finally, the estimated cost of approximately 425 units was calculated using per capita cost and the Atlanta Regional Commission’s average household for the region of 2.11 persons per a household. The table below provides estimates of the potential service costs for the proposed residential.

<b>Estimated Service Costs for West Fayetteville Annexation: Residential</b>			
<b>Classification</b>	<b>2018 Total Estimated Cost*</b>	<b>2018 Per Capita Cost**</b>	<b>Estimated West Fayetteville Project Cost***</b>
Fire Protection	\$ 5,759,923.00	\$ 378.64	\$ 339,548.45
Public Works	\$ 727,633.00	\$ 47.83	\$ 42,894.09
Police	\$ 11,412,925.00	\$ 750.26	\$ 672,793.88
Parks and Rec	\$ 2,931,886.00	\$ 192.74	\$ 172,835.18
<b>Total</b>			<b>\$ 1,228,071.60</b>
*DCA 2018 Report of Local Government Finances - City of College Park			
**Based on 2018 Estimated Census Population of 15,212			
***Based on ARC Average Houshold of 2.11 persons and projected 425 units			

Next, the revenue for the project was estimated using the applicants projected building costs and estimated value of the project. The applicant estimates constructions to **total \$51 million**. Below is a table estimating the taxes and fees that the City will receive as a result of the development. The applicant estimated that the first **ten years** of total taxes and fees for the City of College park totals **\$8.6 million**. This includes the initial one-time taxes and fees plus the ongoing annual fees with an estimated growth of 3%.

**Annual and Year One City Revenues Estimate**

Revenue	One Time	Annual	Total Year 1
Property Taxes		525,880	525,880
Personal Property Taxes		7,500	7,500
Intangible Tax	50,000		50,000
Real Estate Transfer Tax	31,000		31,000
Projected Sales Taxes		150,000	150,000
Insurance Premium Taxes		6,150	6,150
Business License		8,000	8,000
Building Permit/Inspection Fees	565,585		565,585
<b>Total City Revenue</b>	<b>646,585</b>	<b>697,530</b>	<b>1,344,115</b>

It is also necessary to consider the increase in residents the project will provide. The increase in residents will help to support existing and growing commercial in the area. Although difficult to assess, it is reasonable to assume that an increase in residents will provide an increase in sales for local businesses and in turn increase revenue to the City. According to the US Census Bureau, retail sales per capita in 2012 for College Park were an estimated \$7,002. With a population increase of about 900 residents, College Park would have the opportunity to capture upwards of an estimated \$6,000,000 in spending. This revenue is likely to stay within the South Metro Region. Although it is not possible to estimate how much of this revenue is likely to stay within College Park, this increase in potential spending still appears to be a benefit to the area.





## EXECUTIVE SUMMARY

Traffic Solutions, LLC was contracted by Prestwick Companies to prepare a preliminary traffic study for the proposed mixed-use development on West Fayetteville Road (State Route 314) and the intersection with Norman Drive in College Park, Clayton County Georgia.

The purpose of this study is to project how much traffic will be generated by the proposed mixed-use development. The proposed development will consist of 542 multi-family units and 26,080 square feet of commercial space. The project will be developed in two phases. The first phase will consist of 250 low rise apartment units, 36 townhouses and 9,290 square feet of commercial retail and office space. Phase two will consist of 256 low rise apartment units and 16,790 square feet of commercial retail and office space.

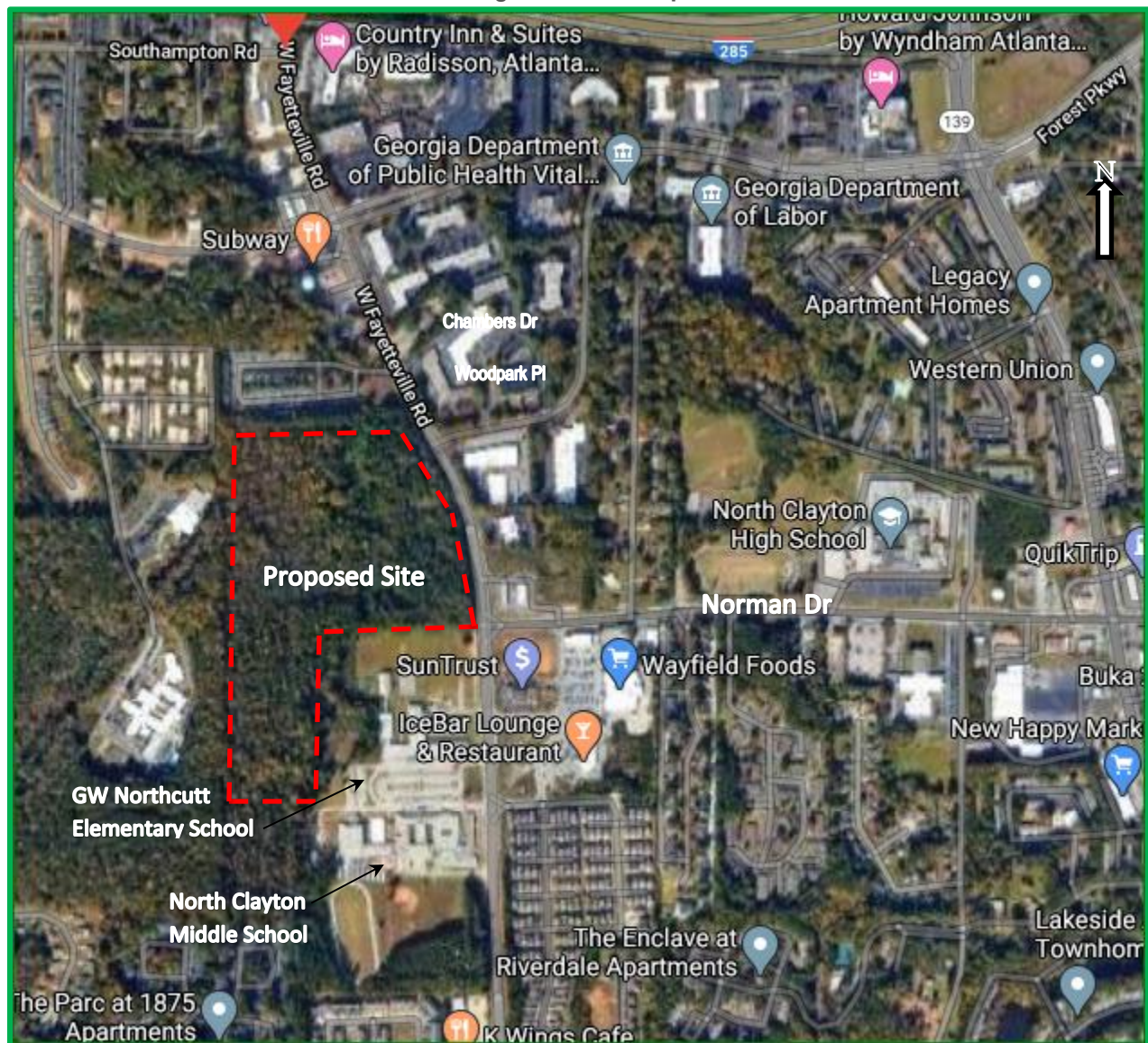
As requested, the traffic study will provide information regarding the following:

- The projected trips that will be generated by the proposed development during the AM / PM peak hour
- Based on GA Department of Transportation traffic data, the estimated distribution and assignment of generated trips entering and exiting the site

## Study Area

The study area in which the development is proposed is surrounded by various commercial retail, service, office and institutional land uses, as well as, multi-family residential dwelling places as shown in **Figure 1**. The main roadway that the development is addressed is West Fayetteville Road. West Fayetteville Road is State Route 314, a two-lane undivided roadway that expands to a three-lane section in the vicinity of the proposed site. West Fayetteville Road travels in a north/south direction and is functionally classified as a minor arterial roadway, with a posted speed limit of 40 mph. Norman Drive is a three-lane section roadway, functionally classified as a local roadway with a posted speed limit of 35 mph. Norman Drive travels in an east/west direction between SR 314 and SR 139 for approximately 1.20 miles. The main driveway into the development will be aligned with Norman Drive, providing direct access to the site.

Figure 1. Area Map



### Traffic Data

Traffic Solutions extracted traffic data from GDOT's Traffic Analysis and Data Application (TADA). The purpose of this information is to establish the directional distribution of the trips generated by the housing developments in this study. The data is from Traffic Count Station 063-1163 located on SR 314 approximately 1,500 feet from the Norman Drive. The data revealed the Annual Average Daily Traffic (AADT) on SR 314 in is 22,700 vpd taken from the Average Hourly Volumes captured in March 2019. Traffic Solutions installed an automatic traffic counter on Norman Drive to capture 24-hours of westbound traffic on Tuesday, February 18, 2020. **Table 1** shows the hourly volume of traffic that transitions in the area of the project site along W. Fayetteville Road and Norman Drive. The highlighted areas are the peak hours along with the directional percentages. The traffic data is included.



Table 1. Daily Hourly Volume

## West Fayetteville Road

Direction	12AM	1 AM	2 AM	3 AM	4 AM	5 AM	6 AM	7 AM	%	8 AM	9 AM	10 AM	11AM	Total
NB	103	80	64	98	210	826	830	1173	71	1010	620	544	509	6067
SB	234	113	98	68	72	106	170	262	16	306	341	374	450	2594
Total	337	193	162	166	282	932	1000	1435		1316	961	918	959	8661

Direction	12PM	1 PM	2 PM	3 PM	4 PM	5 PM	%	6 PM	7 PM	8 PM	9 PM	10 PM	11PM	Total
NB	560	638	635	566	533	586	29	542	486	433	334	259	164	5736
SB	488	574	714	837	992	1072	54	991	780	591	488	416	360	8303
Total	1048	1212	1349	1403	1525	1658		1533	1266	1024	822	675	524	14039

## Norman Drive

Direction	12:00	1:00	2:00	3:00	4:00	5:00	%	6:00	7:00	%	8:00	9:00	10:00	11:00	Total
WB - AM	66	37	38	33	41	74		138	207	13	182	212	223	245	1496
WB - PM	238	283	298	289	324	347	17	298	262		235	168	139	108	2989
															4485

## Trip Generation

Trip generation projections were prepared for the proposed developments using Trafficware TripGen 10 software. The software projects traffic trips for land uses in accordance with the Institute of Transportation Engineers (ITE) Trip Generation, 10<sup>th</sup> Edition manual. Traffic Solutions analyzed the AM and PM peak hour trips that the proposed development's land uses will generate. As shown in **Table 2 – Phase I and Phase II**, the generated trips for this development consist of primary trips, pass-by trips and internal capture trips. *Primary trips* are new trips on the existing roadway network. Primary trips typically enter the site and exit in the direction from which it entered. *Pass-by trips* are trips that are already on the roadway network where the site is an intermediate stop to the motorist intended destination. Pass-by trips enter the site and exit in the same direction they were initially travelling. *Internal capture trips* are the portion of trips generated by the mixed-use development that both begin and end within the development. The importance of internal capture trips is that those trips satisfy a portion of the total development's trip generation and they do so without using the external roadway system. Therefore, reducing the number of trips on the roadway.



Table 2. Mixed Use Development – Peak Hour Trips Phase I

Land Use	AM PEAK HOUR					PM PEAK HOUR				
	Total	Internal	External	Pass-by	Net-New / Primary	Total	Internal	External	Pass-by	Net-New / Primary
<b>Apartments – Low Rise LUC 220 (250 units)</b>										
Enter	25	1	26	0	26	84	4	88	0	88
Exit	88	1	89	0	89	50	2	52	0	52
<b>Apartments – Low Rise LUC 220 (Townhouses – 36 units)</b>										
Enter	4	0	4	0	4	13	0	13	0	13
Exit	13	0	13	0	13	7	0	7	0	7
<b>Office – Small LUC 712 (8,000 Sq. Ft.)</b>										
Enter	7	0	7	0	7	2	1	3	0	3
Exit	1	0	1	0	1	6	1	7	0	7
<b>Shopping Center LUC 820 (4,000 Sq. Ft.)</b>										
Enter	3	0	3	0	3	5	2	7	2	9
Exit	2	0	2	0	2	4	4	8	2	10
<b>Total</b>										
Enter	39	1	40	0	40	104	7	111	2	113
Exit	104	1	105	0	105	67	7	74	2	76

Mixed Use Development – Peak Hour Trips Phase II

Land Use	AM PEAK HOUR					PM PEAK HOUR				
	Total	Internal	External	Pass-by	Net-New / Primary	Total	Internal	External	Pass-by	Net-New / Primary
<b>Apartments – Low Rise LUC 220 (250 units)</b>										
Enter	26	1	27	0	27	86	4	90	0	90
Exit	90	1	91	0	91	51	2	53	0	53
<b>Office – Small LUC 712 (8,790 Sq. Ft.)</b>										
Enter	8	0	8	0	8	0	1	1	0	1
Exit	1	0	1	0	1	7	1	8	0	8
<b>Shopping Center LUC 820 (5,290 Sq. Ft.)</b>										
Enter	5	0	5	0	5	8	2	10	4	14
Exit	3	0	3	0	3	8	4	12	4	16
<b>Total</b>										
Enter	39	1	40	0	40	94	7	101	4	105
Exit	94	1	95	0	95	66	7	73	4	77

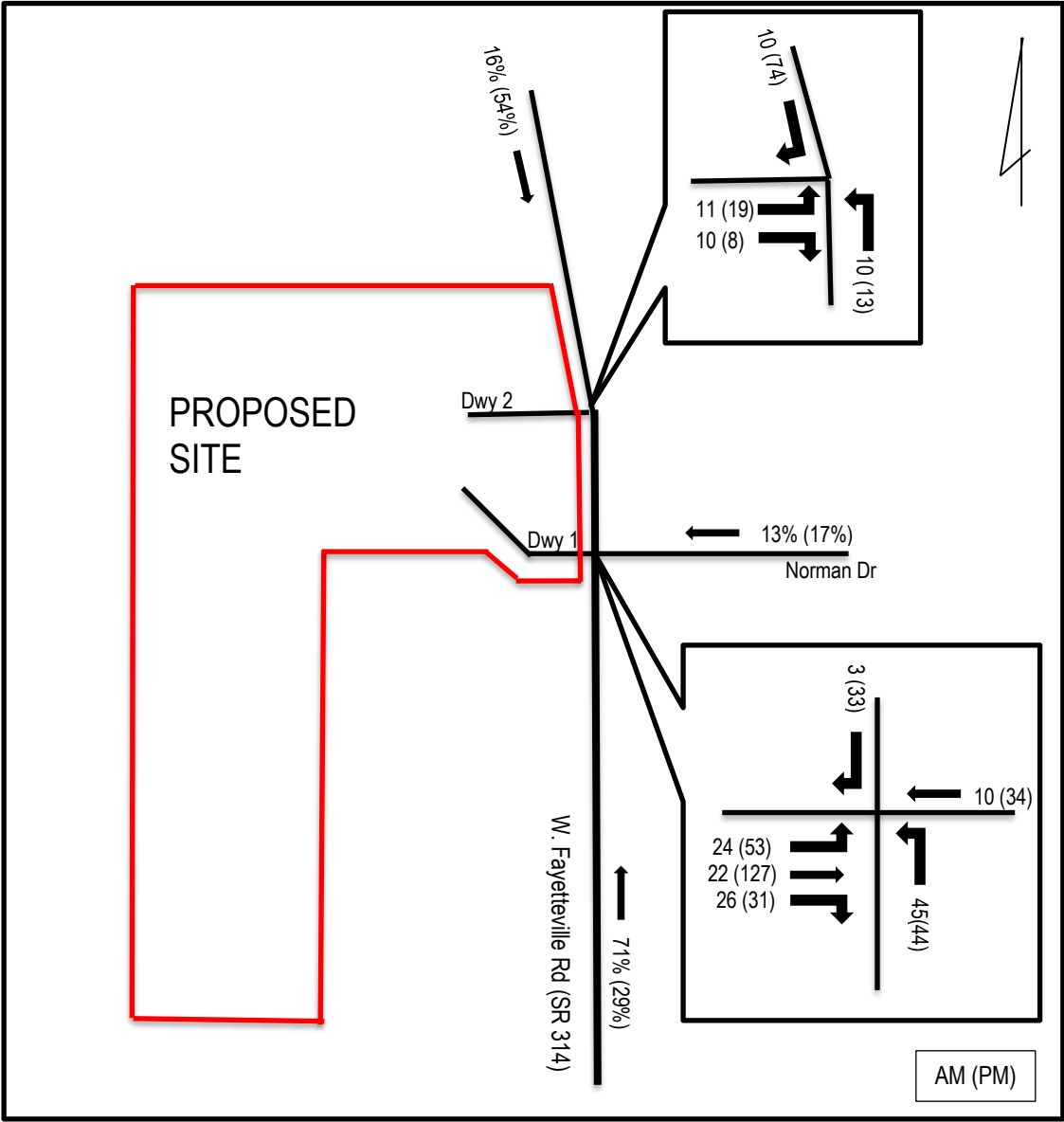
<b>Phase I + Phase II Total</b>										
Enter	78	2	80	0	80	198	14	212	6	218
Exit	198	2	200	0	200	133	14	147	6	153

The detailed work sheets are attached.



Figure 2 shown the total distributed and assigned AM and PM peak hour trips for the proposed mixed-use development. For this study, we used the adjacent street peak hour to show the impact to traffic during normal AM/PM peak periods – shown between the hours of 7:00 and 8:00 in the morning and 5:00 and 6:00 in the evening.

Figure 2. Mixed-Use Development AM and PM Peak Hour Trips – Phase I + II



# ANNEXATION

## CITY OF COLLEGE PARK

Planning Commission



www.collegeparkga.com

DATE SUBMITTED 1/21/2020

### APPLICANT INFORMATION

APPLICANT NAME (PLEASE PRINT) Birkdale Land Investments, LLC. Contact: Josh Marx

ADDRESS 1390 Dogwood Circle, Smyrna, GA 30080

PHONE 404-285-0664 CELL 404-285-0664 FAX \_\_\_\_\_

E-MAIL ADDRESS charlesyoung39@hotmail.com  
 Contact: Jmarx@prestwickcompanies.com  
 Cell: 214-695-5656

### OWNER INFORMATION (If different from Applicant)

PROPERTY OWNER (PLEASE PRINT) McDonald Southchase I, LLC

ADDRESS 3715 Northside Pkwy, NW Bldg 200 Suite 700, Atlanta, GA 30327

PHONE 404-239-0885 CELL \_\_\_\_\_ FAX \_\_\_\_\_

E-MAIL ADDRESS amcdonald@mcdco.com

### PROPERTY INFORMATION

ADDRESS 5391 West Fayetteville Road, College Park, GA 30349

CURRENT USE vacant residential CURRENT ZONING office institutional

PROPOSED USE mixed use PROPOSED ZONING PD-R

SIZE OF PROPERTY 43.79 acres NET DENSITY (RESIDENTIAL) 14 units/acre

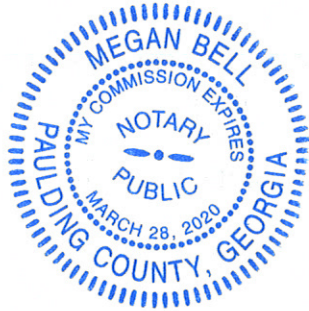
Parcels: 13090A A002, 13071C B001, 13071C B002, 13071C B003

APPLICANT AFFIDAVIT

Personally appeared before me Birkdale Land Investments who on oath deposes and states that the  
(Applicant's Name) to Chuck Young  
Information contained in this application is true to the best of his/her knowledge and belief:

Megan Bell  
Notary Public

12/16/19  
Date



[Signature]  
Signature of Applicant

Birkdale Land Investments, LLC  
Print Name to Josh Mar

1390 Dogwood Circle  
Address

Smyrna, GA 30080  
City, State, Zip

OWNER'S AFFIDAVIT

Personally appeared before me John R. McDonald who on oath agrees with  
(Property Owner's Name)  
the rezoning request and states that the information contained in this application is true to the best of his/her  
knowledge and belief:

[Signature]  
Notary Public

12/18/19  
Date

\_\_\_\_\_  
Signature of City Clerk

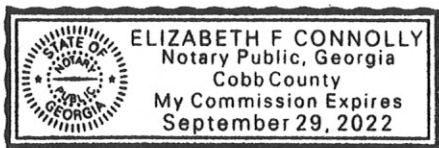
\_\_\_\_\_  
Date

[Signature]  
Signature of Applicant

John R. McDonald  
Print Name

3715 Northside Pkwy. NW, Bldg 200, Suite 700  
Address

Atlanta GA 30327  
City, State, Zip



**Birkdale Land Investments, LLC**  
**1390 Dogwood Circle, Smyrna, GA 30080**

March 12, 2020

City of College Park  
Planning and Zoning  
3667 Main Street  
College Park, GA 30337

RE: 5391 West Fayetteville Road, College Park Annexation and Rezoning Revised Letter of Intent

To Whom It May Concern:

Please let this letter serve as our official letter of intent for the annexation and rezoning of 5391 West Fayetteville Road.

The proposal is to develop a mixed use community which will include 410 multifamily units, 15 townhomes, and one outparcel which projects to have 15,000 SF of dedicated commercial space. The multifamily component will serve residents that earn between 50%, 60%, and 80% of the Area Median Income as defined by HUD in the Atlanta – Sandy Springs – Marietta MSA and will be completed in two phases. Both phases will have 2,000 SF of dedicated commercial space with 7,300 SF of flexible space that will be marketed as commercial space. The total potential commercial space on site will be 33,600 SF. The current zoning is office and institutional with Mixed Use as the future land use. The site is currently located in unincorporated Clayton County.

Based on a competitive quote for services, the team will use College Park Power to provide electricity to the site.

If you have any questions or need further assistance, please don't hesitate to contact me at 404.285.0664 or via email at [Charlesyoung39@hotmail.com](mailto:Charlesyoung39@hotmail.com)

Sincerely,



Charles M. Young, Jr.



**CITY OF COLLEGE PARK**

**ANNEXATION PETITION**

12/16/19  
(Date of Submission)

To the Mayor and City Council of College Park, Georgia,

We, the undersigned, all of the owners of all real property of the territory described herein respectfully request that the Mayor and City Council of the City of College Park annex this territory to the City of College Park, Georgia, and extend the city boundaries to include the same.

I have been advised that the State Law (Georgia Code 36-36-20) requires a survey of properties to be annexed. Therefore, I agree to provide at my expense, a complete survey of the property conveyed by this petition, including a metes and bounds description, prepared by a competent surveyor.

I understand that my execution of this petition, as evidenced by my signature below does not guarantee the annexation of my property into College Park. I further understand that as a condition of my property being annexed into the City of College Park, the property must be contiguous to the present or future legal corporate limits of the City of College Park. The City will inform me of the date of the public hearing at which my property will be considered and voted on for annexation.

I further understand that I may withdraw this annexation petition at any time prior to the time the Annexation Petition is acted upon by the Mayor and Council of the City of College Park.

The territory to be annexed is unincorporated and contiguous (as described in O.C.G.A. § 36-36-20) to the existing corporate limits of College Park, Georgia, and the description of such territory is as follows:

[Insert or attach complete description(s) of land to be annexed.]


Name	Address	Signature	Date
Birkdale Land Investments, LLC % Chuck Young	1390 Dogwood Circle Smyrna, GA 30080		12/16/19

EXHIBIT "A"

## LEGAL DESCRIPTION

ALL THAT TRACT OR PARCEL OF LAND lying and being in Land Lots 70, 71 and 91 of the 13<sup>th</sup> District of Clayton County, Georgia, and being more particularly described as follows:

BEGINNING at the intersection of the westerly right-of-way line of State Route #314, also known as West Fayetteville Road (80 foot right-of-way) and the line common to Land Lots 71 and 90 of said district; proceeding thence along said westerly right-of-way line of State Route #314, southerly a distance of 64.75 feet along a curve to the right, said curve having a radius of 1706.791 feet and being subtended by a chord having a bearing a distance of South 01 degree 29 minutes 01 second East a distance of 64.75 feet to a point; leaving said westerly right-of-way line of State Route #314 and proceeding thence South 88 degrees 37 minutes 47 seconds West a distance of 102.66 feet to a point; proceeding thence North 54 degrees 09 minutes 51 seconds West a distance of 109.81 feet to a point on said line common to Land Lots 71 and 90; proceeding thence along said common Land Lot line and along the line common to said Land Lots 70 and 91 South 89 degrees 07 minutes 39 seconds West a distance of 702.93 feet to a concrete monument found; leaving said line common to Land Lots 70 and 91 and proceeding thence South 00 degrees 51 minutes 21 seconds East a distance of 1518.42 feet to a 1/2 inch rebar set; proceeding thence North 86 degrees 28 minutes 39 seconds West a distance of 458.90 feet to an etched hole in the top of stone found; proceeding thence North 00 degrees 06 minutes 57 seconds East a distance of 1502.70 feet to an etched hole in the top of stone found on said line common to Land Lots 70 and 91; proceeding thence North 00 degrees 04 minutes 00 seconds East a distance of 856.02 feet to a 1/2 inch rebar found; proceeding thence North 00 degrees 27 minutes 05 seconds West a distance of 108.05 feet to a 1/2 inch rebar set proceeding thence North 84 degrees 40 minutes 12 seconds East a distance of 967.36 feet to a 1/2 inch rebar set on said westerly right-of-way of State Route #314; proceeding thence along said westerly right-of-way line of State Route #314 the following courses: South 26 degrees 43 minutes 56 seconds East a distance of 73.06 feet to a point, South 27 degrees 55 minutes 05 seconds East a distance of 59.50 feet to a point, South 29 degrees 59 minutes 15 seconds East a distance of 61.97 feet to a point, South 30 degrees 44 minutes 05 seconds East a distance of 58.28 feet to a point, South 30 degrees 44 minutes 15 seconds East a distance of 57.49 feet to a point, South 30 degrees 27 minutes 07 seconds East a distance of 57.82 feet to a point, South 28 degrees 32 minutes 23 seconds East a distance of 60.14 feet to a point, South 24 degrees 43 minutes 40 seconds East a distance of 52.98 feet to a point, South 20 degrees 06 minutes 46 seconds East a distance of 57.38 feet to a point, South 17 degrees 51 minutes 05 seconds East a distance of 58.96 feet to a point, South 15 degrees 52 minutes 58 seconds East a distance of 53.09 feet to a point, South 13 degrees 56 minutes 33 seconds East a distance of 55.49 feet to a point, South 12 degrees 42 minutes 33 seconds East a distance of 58.55 feet to a point, South 12 degrees 22 minutes 08 seconds East a distance of 53.18 feet to a point, South 10 degrees 35 minutes 43 seconds East a distance of 54.86 feet to a point, South 10 degrees 03 minutes 34 seconds East a distance of 58.23 feet to a point, South 09 degrees 02 minutes 51 seconds East a distance of 51.18 feet to a point, South 06 degrees 17 minutes 18 seconds East a distance of 58.22 feet to a point, and South 03 degrees 59 minutes 34 seconds East a distance of 87.75 feet to The Point of Beginning; said tract or parcel of land contains 43.7897 acres.

ALL AS MORE particularly set forth and depicted on that certain Property Survey dated November 21, 1986, and being last revised on September 24, 2001, prepared by Travis Pruitt & Associates, Inc., bearing the seal and certification of Travis N. Pruitt, Georgia Registered Land Surveyor No 1729, for McDonald Southchase I, LLC, Chicago Title Insurance Company and First Capital Bank.

Exhibit A to Seller's Affidavit

13925539v6

Copyright 2008

Three copies and three reproductions of the plat of this survey... The plat was prepared for the exclusive use of the parties named...

Utilities: The plat shows the location of the utility lines... If the plat is used for any purpose other than...

Flood Hazard Note: The plat shows the location of the flood hazard areas... The plat is not to be used for any purpose other than...

Zoning: The plat shows the zoning classification of the property... The plat is not to be used for any purpose other than...

Survey: The survey was performed on March 13, 2008... The survey was authorized by Mr. Aspin McDonald...

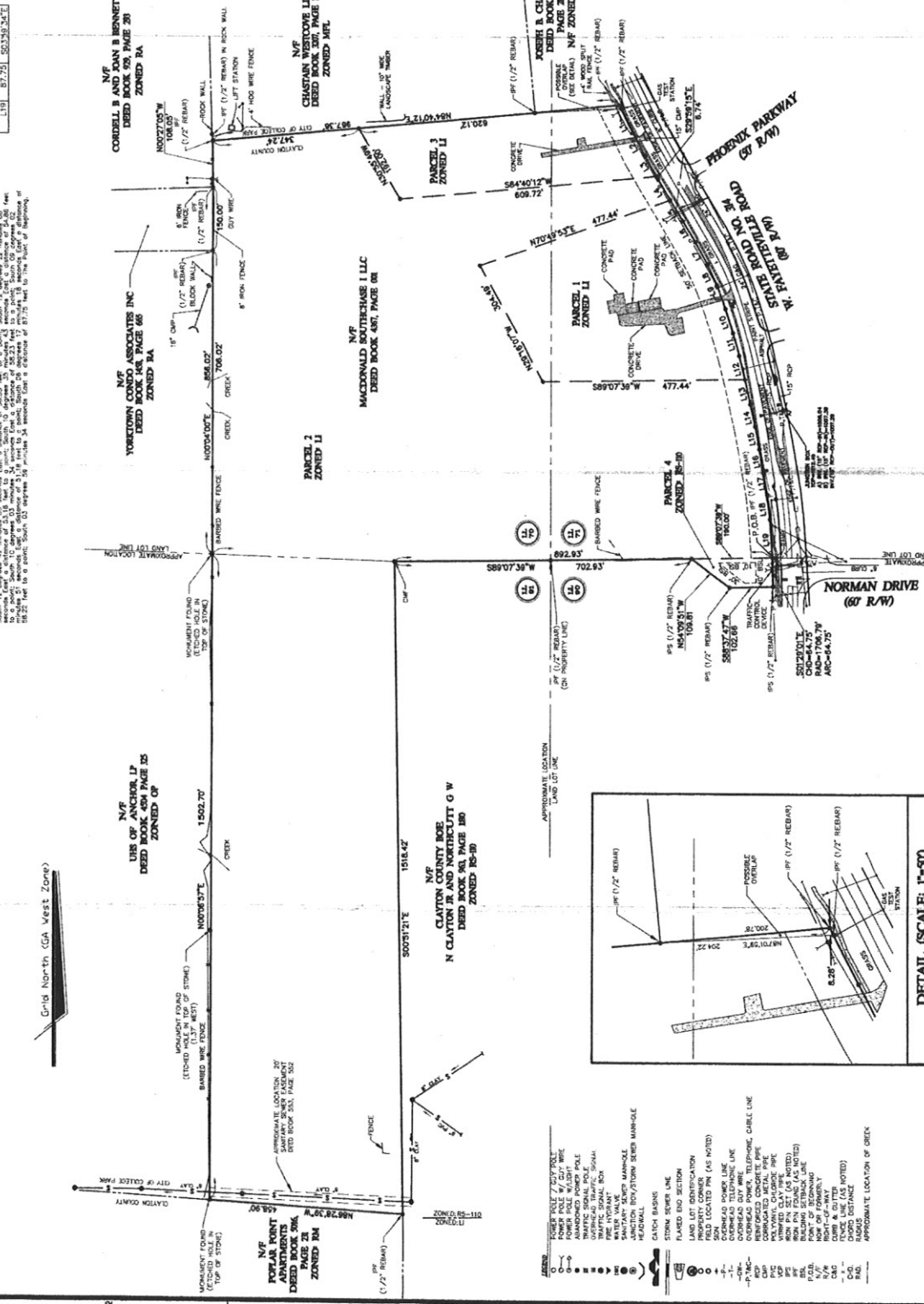
Confirmation: The plat was confirmed by the local government... The plat is not to be used for any purpose other than...

This is to certify that this survey was made... The plat is not to be used for any purpose other than...

Site Address: Mr. Frederic H. McDonald, 2708... The plat is not to be used for any purpose other than...

Survey References: McDonald, Frederic H., LLC, and China... The plat is not to be used for any purpose other than...

McDonald Southchase I, LLC, a Georgia Limited Liability Company, First Covenant Bank and Chicago Title Insurance Company. Includes scale, date, and contact info.



LINE TABLE BEARING: Table with columns for Line, Length, and Bearing. Includes lines 1 through 19.

Legal Description: ALL THAT TRACT OR PARCEL OF LAND being and being in Lots 70, 71 and 91 of the 13th District of Clayton County, Georgia...

Title Exceptions: This survey, unless stated otherwise, is based on the information furnished to the Surveyor... The plat is not to be used for any purpose other than...

Legend: Symbols for various utility lines and features like 'FENCED WIRE FENCE', 'CONCRETE DRIVE', 'UTILITY EASEMENT'. Includes 'APPROXIMATE LOCATION OF DRAINAGE' and 'APPROXIMATE LOCATION OF DRAINAGE'.

Map Scale: 1" = 100' (GRAPHIC SCALE) and 1" = 50' (DETAIL SCALE). Includes survey date: MARCH 5, 2008.

**STATE OF GEORGIA**

**CITY OF COLLEGE PARK**

**ORDINANCE 2020-\_\_\_\_\_**

AN ORDINANCE TO ZONE CERTAIN PROPERTY LOCATED AT 5391 W. FAYETTEVILLE ROAD INTO THE CORPORATE LIMITS TO PD-R (PLANNED DEVELOPMENT RESIDENTIAL) ZONING DISTRICT; TO AMEND THE OFFICIAL CITY OF COLLEGE PARK ZONING MAP; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER PURPOSES.

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

**WHEREAS**, the property owner of that certain property located at 5391 W. Fayetteville Road (Parcel Identification No. 13071C B001, 13071C B002, 13071C B003, 13090A A002) (“Property”) has requested the Property to be annexed from Clayton County unincorporated to the corporate boundaries of the City; and

**WHEREAS**, the Planning Commission recommends the Property to be zoned to the PD-R (Planned Development Residential) zoning district upon annexation and recommends certain conditions apply to the Property; and

**WHEREAS**, the governing authority finds that the PD-R (Planned Development Residential) zoning district is the appropriate designation for the Property.

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

**Section 1:** The Zoning Ordinance and the Official Zoning Map of the City of College Park Property is hereby amended so the Property located at 5391 W. Fayetteville Road (Parcel Identification No. 13071C B001, 13071C B002, 13071C B003, 13090A A002) and further described on Exhibit “A” attached hereto and incorporated herein, is zoned to the PD-R (Planned Development Residential) zoning district.

**Section 2:** The following conditions recommended by the Planning Commission and hereby adopted by the Mayor and City Council shall apply to the Property:

- 1) The development is appropriately setback from West Fayetteville Road to allow for Georgia Department for Transportation required right of way should the road be widened in the future.
- 2) The two entrances off West Fayetteville Road will be lined up with existing curb cuts and approved by Georgia Department for Transportation.
- 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 major 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.
- 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 to be reviewed by the City Engineer 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.

**Section 3:** The zoning of the Property shall be noted on the Official Zoning Map of the City of College Park, Georgia as soon as reasonably practicable after the effective date of this Ordinance.

**Section 4:** The effective date of this Ordinance and the zoning classification of PD-R-Planned Development Residential approved by the governing authority for the Property subject to annexation shall be the later of (1) the date that the zoning is approved by the City or (2) the date that the annexation becomes effective as required by O.C.G.A. §§ 36-36-2 and 36-66-4.

**Section 5.** The preamble of this Ordinance shall be considered to be and is hereby incorporated by reference as if fully set out herein.

**Section 6.** This Ordinance shall be codified in a manner consistent with the laws of the State of Georgia and the City.

**Section 7.** (a) It is hereby declared to be the intention of the Mayor and Council that all sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the Mayor and Council to be fully valid, enforceable and constitutional.

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

(c) In the event that any phrase, clause, sentence, paragraph or section of this Ordinance shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable

by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the Mayor and Council that such invalidity, unconstitutionality or unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinance and that, to the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs and sections of the Ordinance shall remain valid, constitutional, enforceable, and of full force and effect.

**Section 8.** All ordinances and parts of ordinances in conflict herewith are hereby expressly repealed.

**ORDAINED** this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

**CITY OF COLLEGE PARK, GEORGIA**

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

**ATTEST:**

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

**APPROVED BY:**

\_\_\_\_\_  
City Attorney

EXHIBIT "A"

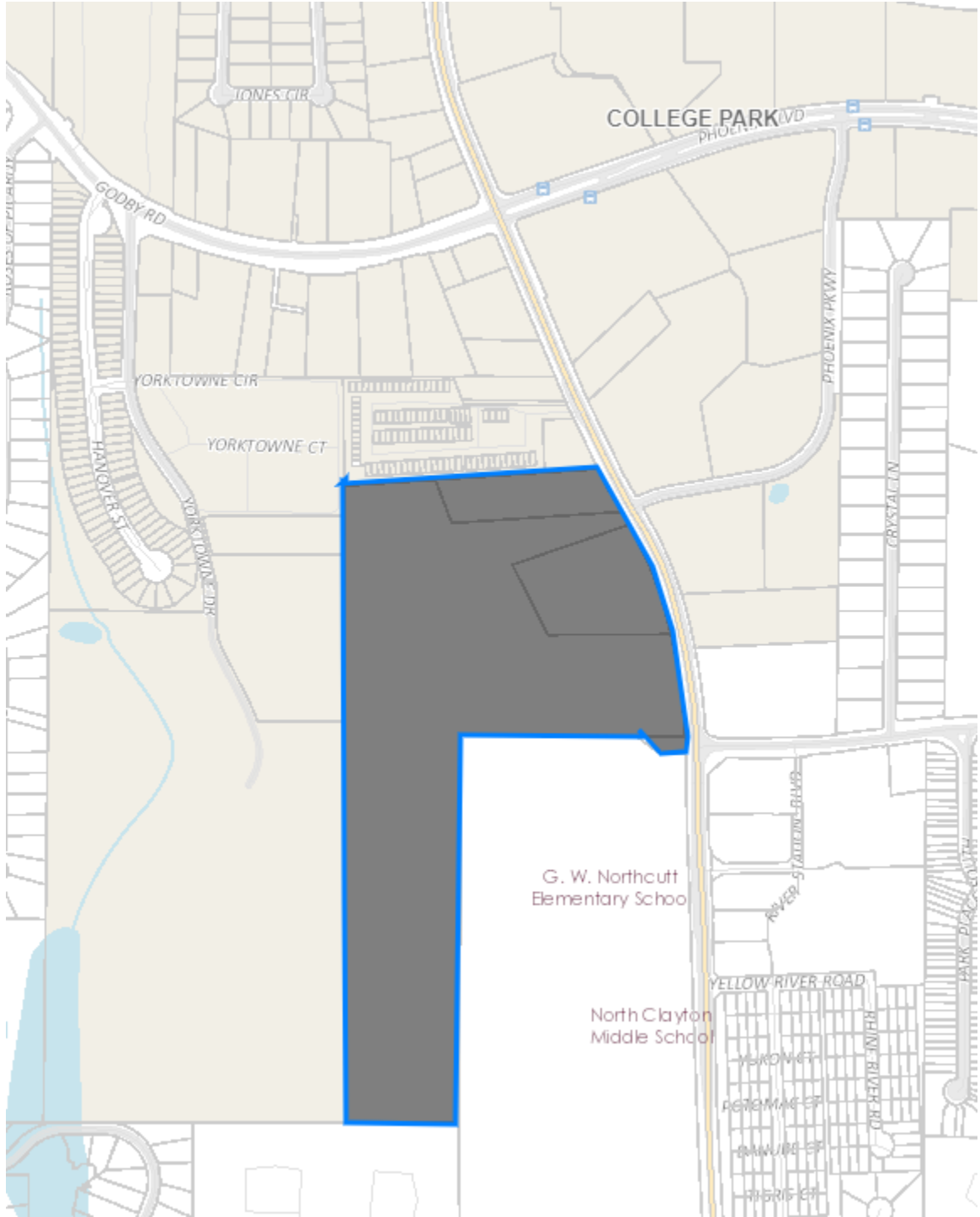
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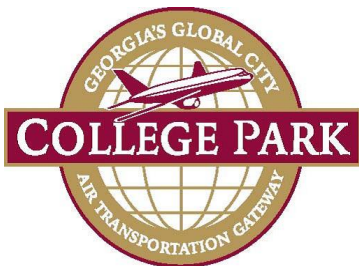
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Said tract or parcel of land contains 43.7897 acres.



**EXHIBIT "A" CONTINUED**





# CITY OF COLLEGE PARK

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

## REG SESSION AGENDA REQUEST

DOC ID: 8032

**DATE:** April 2, 2020

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

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

**FROM:** Michael Hicks, Chief Information Officer

**RE:** VMware Support

**PURPOSE:** To gain approval for VMware support renewal for all Host on the network.

**REASON:** We need to keep the upgrades, and patches on our VMware software to ensure we can get added functionality and features.

**RECOMMENDATION:** To approve renewal.

**BACKGROUND:** VMware is the software that runs our virtual server environment.

**YEARS OF SERVICE:** 3 years.

**COST TO CITY:** \$10,356.00

**BUDGETED ITEM:** Yes.

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

**CITY COUNCIL HEARING DATE:** April 6, 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:** Chief Information Officer/Michael Hicks

**ATTACHMENTS:**

- Vm-ware Explanation (DOCX)
- VM-ware\_Auto\_Renewal\_\_Quote (PDF)

**Review:**

- Michael Hicks Completed 03/25/2020 5:11 PM
- Rosyline Robinson Completed 03/26/2020 4:49 PM
- Terrence R. Moore Completed 04/01/2020 2:08 PM
- Mayor & City Council Pending 04/06/2020 7:30 PM

<b>Product</b>	<b>Quantity</b>	<b>Description</b>
Production Support Coverage VMware vSphere 6 Enterprise Plus for 1 processor	2	This is the enterprise virtualization platform that we currently have. This item is for support coverage. We are licensed for a total of 8 processors hence the 2 + 6 line item and quantity amounts.
Production Support Coverage VMware vSphere 6 Enterprise for 1 processor	6	This is the enterprise virtualization platform that we currently have. This item is for support coverage. We are licensed for a total of 8 processors hence the 2 + 6 line item and quantity amounts.
Production Support Coverage VMware vCenter Server 6 Standard for vSphere 6 (Per Instance)	1	VMware vCenter Server provides a centralized and extensible platform for managing virtual infrastructure and is accessible via . This item is for support coverage. We are only charged for one instance.
Production Support Coverage VMware vRealize Operations 8 Standard (Per CPU)	6	VMware vRealize Operations is a license that we pay for per CPU (8) that delivers operations management (performance optimization/capacity management/automated IT management) across physical/virtual/cloud infrastructures. It correlates data from applications to storage in a unified, easy-to use management tool that provides control over performance, capacity, and configuration, with predictive analytics driving proactive action, and policy-based automation. This item is for support coverage.
Production Support Coverage VMware vRealize Operations 8 Standard (Per CPU)	2	VMware vRealize Operations is a license that we pay for per CPU (8) that delivers operations management (performance optimization/capacity management/automated IT management) across physical/virtual/cloud infrastructures. It correlates data from applications to storage in a unified, easy-to use management tool that provides control over performance, capacity, and configuration, with predictive analytics driving proactive action, and policy-based automation. This item is for support coverage.

**Quote Number :** 343401494-R:1C:24DEC19 23:28:05  
**Account Number :** 116468891  
**Account Name :** City Of College PRK Of GA  
**Address :** POLICE DEPT 3717 COLLEGE ST COLLEGE PARK FULTON GA  
30337 United States  
**Super User Name :** T, BROWN  
**Super User Email :** TBROWN@COLLEGEPAKGA.COM  
**Procurement Contact :** T, BROWN  
**Procurement Contact Email :** TBROWN@COLLEGEPAKGA.COM

Dear VMware Customer,

This notice and quote is a courtesy reminder that your Support & Subscription (SnS) is set to expire soon or recently expired on 25-APR-2020. Don't miss out on receiving the latest updates/upgrades and the security of being able to contact VMware's Global Support Services Organization. If you are not the appropriate person within your company to manage this renewal, please send an email to let me know with whom I should be working.

Please review the below product detail to ensure accuracy. Please pass this quotation onto your preferred reseller or a local [VMware VIP Reseller](#) to assist you in purchasing this renewal.

If you would like to co-term a number of licenses/contracts to one specific end date making future renewals an annual event please contact your VMware Support Sales Representative listed below. We ask that you consider a three year service extension for which we give the following discount: 3YR - 12%.

If you choose to not renew your contract upon expiration, you will not be able to receive updates/upgrades or open a Support Request. If at a later time you decide to reinstate your SnS, the term will start the day after your previous contract expiration date and a 20% reinstatement fee will be applied on past due SnS and 1 year forward SnS.

If you have already initiated payment of the below product(s) or are currently working with your local VIP partner, then please disregard this notice.

We would like to take this opportunity to thank you for your continued business with VMware. If you require further information or assistance, please do not hesitate to send an email or call us.

Sincerely,  
Mariana Zamora  
VMware Support Sales Manager  
P:  
E: zamoram@vmware.com

*Note: This quotation is provided pursuant to the terms and conditions of the license agreement that you executed when you acquired your licenses.*

**VMware, Inc. 3401 Hillview Ave, Palo Alto, CA, 93404. Tel: 1-877-486-9273 or 650-427-5000, Fax: 650-427-5001**  
Copyright © 2012 VMware, Inc. All rights reserved. VMware is a registered trademark of VMware, Inc.



## Confidential VMware Support / Subscription Quote

**VMware, Inc**  
 3401 Hillview Ave  
 Palo Alto, CA 94304  
 Tel: 1-877-486-9273  
 or 650-427-5000  
 Fax: 650-427-5001

<b>Today's Date:</b> 24-DEC-2019	<b>Quote Number:</b> 343401494-R:1C:24DEC19 23:28:05
<b>Account Number:</b> 116468891	<b>Quote Version:</b> 0.2
<b>Account Name:</b> City Of College PRK Of GA	<b>Quote Expiration:</b> 25-APR-2020
<b>Address:</b> POLICE DEPT	<b>Super User:</b> TBROWN@COLLEGEPAKGA.COM
<b>City/State:</b> COLLEGE PARK, GA	<b>Procurement Contact:</b> TBROWN@COLLEGEPAKGA.COM
<b>Zip/Postal Code:</b> 30337	
<b>Country:</b> United States	

Below is a summary/quotation of your Support and Subscription services to be purchased/renewed. Please review this statement's itemized services, support items, quantities, coverage dates, address and company contacts and advise us of any changes.

To initiate/continue support services, please provide billing authorization by issuing a check, credit card, wire transfer or Purchase Order. If payment is made via Purchase Order, we require the following information to be present:

- 1) Payment terms of "Net 30" must be on the face of the PO
- 2) Current Bill To and Ship To Addresses
- 3) Description of Items Purchased
- 4) Please reference quote#
- 5) PO must have All Required Signatures or written communication stating: "Signature is not needed; this is the standard order process"

Instance	Part #	Description/Serial/FAC	Qty	Unit Price	Annual List	Start	End	# of Days	Extended Price	Reinstatement Fee	Discount	Total
177314859	VS6-EPL-P-SSS-C	Production Support Coverage VMware vSphere 6 Enterprise Plus for 1 processor	2	\$899.00	\$1,798.00	26-APR-20	25-APR-21	365	\$1,798.00	\$0.00	\$0.00	\$1,798.00
175464828	VS6-ENT-P-SSS-C	Production Support Coverage VMware vSphere 6 Enterprise for 1 processor	6	\$741.00	\$4,446.00	26-APR-20	25-APR-21	365	\$4,446.00	\$0.00	\$0.00	\$4,446.00
162928809	VCS6-STD-P-SSS-C	Production Support Coverage VMware vCenter Server 6 Standard for vSphere 6 (Per Instance)	1	\$1,544.00	\$1,544.00	26-APR-20	25-APR-21	365	\$1,544.00	\$0.00	\$0.00	\$1,544.00
182090856	VR8-OSTC-P-SSS-C	416A7-6C2EP-5889C-0K320-35MLM Production Support Coverage VMware vRealize Operations 8 Standard (Per CPU)	6	\$321.00	\$1,926.00	26-APR-20	25-APR-21	365	\$1,926.00	\$0.00	\$0.00	\$1,926.00



# Confidential VMware Support / Subscription Quote

**VMware, Inc**  
3401 Hillview Ave  
Palo Alto, CA 94304  
Tel: 1-877-486-9273  
or 650-427-5000  
Fax: 650-427-5001

Instance	Part #	Description/Serial/FAC	Qty	Unit Price	Annual List	Start	End	# of Days	Extended Price	Reinstatement Fee	Discount	Total
182090857	VR8-OSTC-P-SSS-C	Production Support Coverage VMware vRealize Operations 8 Standard (Per CPU)	2	\$321.00	\$642.00	26-APR-20	25-APR-21	365	\$642.00	\$0.00	\$0.00	\$642.00

Total List Price (USD):	\$10,356.00
Total Reinstatement Fee (USD):	\$0.00
Total Discount (USD):	\$0.00
Estimated Tax (USD):	****
<b>Total with Fee (USD):</b>	<b>\$10,356.00</b>

**\*\*\*\* This Quote does not include applicable tax. Applicable tax will be reflected on your invoice**

All pricing is in USD and subject to change due to local: taxes, fees and currency exchange.

Please forward this renewal notification to your preferred local VMware reseller. A link has been provided below to choose from a list of local resellers nearest you.  
<http://partnerlocator.vmware.com>

**Terms:**  
Payment of the amount specified for the products and services in this quote shall constitute acceptance of the terms and conditions, quantities, and pricing detailed herein. Subsequent quotes may be subject to separate terms and conditions. Licensee accepts responsibility of license inventory.

Please reference this quotation in any correspondence with VMware. All pricing reflects US Dollars (USD). Prices are exclusive of taxes; applicable taxes will be added. Any errors or omissions in this quote shall be rectified via a replacement or supplemental quote issued by VMware. International customers are responsible for all applicable duty and tariff fees, and must make payment in USD. Purchase orders can be faxed to VMware Sales at (650) 475-5001 (Attn: "SnS renewals," or the individual named below). Purchase orders can be mailed to VMware, Inc., Attn: Support Sales, 3401 Hillview Ave, Palo Alto, CA 94304. Payments can be made to VMware, Inc., Department CH10806, Palatine, IL 60055-0806.

Annual support and subscription services (as documented on the VMware Website) are renewable on the twelve (12) month anniversary of the date of purchase of the VMware software or upon expiration of the then-current term of support and subscription services. Additional reinstatement fees shall apply if you do not purchase support and subscription services at the time of purchase of the VMware software license or if you do not renew support and subscription services in a timely manner. The discount and pricing reflected in this quotation are only valid for the quantity specified, and any modifications require a new quotation to be generated.

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\* Software - VMware's End User License Agreement for the applicable software product



## Confidential VMware Support / Subscription Quote

**VMware, Inc**  
3401 Hillview Ave  
Palo Alto, CA 94304  
Tel: 1-877-486-9273  
or 650-427-5000  
Fax: 650-427-5001

- \* Support and Subscription Services - VMware's Standard Support Programs and Subscription Services Terms and Conditions
- \* [http://www.vmware.com/pdf/support\\_terms\\_conditions.pdf](http://www.vmware.com/pdf/support_terms_conditions.pdf)
- \* Consulting Services - VMware's Standard Consulting Services Terms
- \* VMware's Purchase Orders Standard Terms & Conditions - Purchase Orders do not have to be signed to be valid and enforceable

Accordingly, the software and services are offered under these standard terms and conditions, and this quotation is expressly conditional on acceptance of such terms and conditions. No additional or conflicting terms and conditions will apply without VMware's prior, express written consent, and any such additional or conflicting terms and conditions on customer's purchase order, acknowledgement or other business form are hereby rejected by VMware.

Unless separately agreed by VMware in writing, payment terms are Net 30.

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Make sure your IT team has the skills needed to take full advantage of your VMware products. VMware Learning Credits allow you to prepay for VMware training and certification. Volume discounts are available.

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# CITY OF COLLEGE PARK

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

## REG SESSION AGENDA REQUEST

DOC ID: 8020

**DATE:** March 26, 2020

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

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

**FROM:** Wade Elmore, Fire Chief

**RE:** Air Purification Exhaust System (Station 1)

**PURPOSE:** This request is for repair of the Air Purification Exhaust system at Fire Station 1

**REASON:** Seeking approval to repair the Nederman Industrial Air Purification exhaust system.

**RECOMMENDATION:** Mayor and Council approval

**BACKGROUND:** The current system was installed during construction of the Public Safety Complex in 2001. Presently, the system is inoperable and requiring repair. This system operates when the Apparatus is turned on, it extracts the exhaust and fumes from the truck bay.

**YEARS OF SERVICE:** N/A

**COST TO CITY:** \$13,278.45

**BUDGETED ITEM:** No, but funding is available (Account# 100 3520 54 7630-Other Equipment)

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:** Monday, April 6, 2020

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

**AFFECTED AGENCIES:** Fire Department

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

**REQUIRED CHANGES TO WORK PROGRAMS:** None

**STAFF:** Fire Operations

**ATTACHMENTS:**

- Quote- IAP (Exhaust System Repairs) 3.12.2020 (PDF)

**Review:**

- Wade Elmore Completed 03/12/2020 3:49 PM
- Purchasing Completed 03/12/2020 4:08 PM
- Rosyline Robinson Completed 03/25/2020 4:59 PM
- Finance Completed 04/01/2020 4:38 PM
- Terrence R. Moore Completed 04/02/2020 1:50 PM
- Mayor & City Council Pending 04/06/2020 7:30 PM



## Industrial Air Purification, Inc.

2544 Highway 70 East  
Cookeville, TN 38506

Design and Install: [www.IndAirPur.com](http://www.IndAirPur.com)  
Ecommerce: [www.IndustrialAirPurification.com](http://www.IndustrialAirPurification.com)  
Fume Arms: [www.IAP-AirProducts.com](http://www.IAP-AirProducts.com)  
Service: [www.DustCollectorPM.com](http://www.DustCollectorPM.com)

## Estimate

Date	Estimate #
1/17/2020	20-3943

Name / Address
City of College Park, GA greid@collegeparkga.com 770-891-2696

Electrical, compressed air, fire suppression, permits, drums & combustible dust suppression systems/strategies by the customer unless stated otherwise. IAP can assist with filtration technologies, but cannot select fire/explosion strategies. Current NFPA standards require customer who have combustible materials to create at Process Hazard Analysis, which serves as the foundation for development of hazard mitigation strategies. Prices are good for 90 days from the date of quotation.

Lead Time	Application / Location	Terms
4 weeks	Nederman Repairs	Net 30

Item	Description	Qty	Rate	Total
Install	<p>Scope of Work: repair Nederman exhaust system, major tasks include:</p> <ul style="list-style-type: none"> <li>- demo (2) tracks that are not in used, includes disconnecting ductwork/cap, disconnecting 120V/terminate, remove steel supports from ceiling, recycle any good parts to other tracks, remove all from property</li> <li>- repair (4) tracks, including: replacing any bad vertical hoses, transformers, magnet collars, lower nozzles</li> <li>- general PM of (4) tracks</li> </ul> <p>Installation of above system, including: scissor lift, mechanical and electrical labor, and travel expenses.</p> <p>Not Included: control panel, fan, ductwork, garage door activation</p>	1	13,278.45	13,278.45
Thank You for the Opportunity! Michael Bradshaw, Michael@IndAirPur.com, 931-372-0050 x205			<b>Total</b>	<b>\$13,278.45</b>

Fax or Email Purchase Order and/or provide the following: PO#: \_\_\_\_\_

Accounts Payable Name / Email: \_\_\_\_\_ / \_\_\_\_\_

If paying by credit card, provide Name on Card: \_\_\_\_\_

Card #: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Security Code: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Plus Applicable Sales  
Tax and Shipping

3% charge added for  
CC orders over \$5000

Phone #	Fax #	E-mail
(931) 372-0050	(931) 372-0051	Sales@IndAirPur.com



18 October 2019

Subject: Representation of Nederman for Products and Services

To Whom It May Concern,

Please let this letter serve as notification and verification that Industrial Air Purification located in Cookeville TN is our Appointed Manufacturer's Representative (aka Distributor) serving the entire state of Georgia, Alabama, Tennessee, Mississippi, and North Florida for Nederman Products and Services for the Fire and Vehicle Exhaust Market. Industrial Air Purification is Factory Certified in all phases of Installation and Service of our equipment. Our Company Policy dictates only those Companies who are Factory Trained and Certified by Nederman, Inc. can Install and Service Nederman equipment, which also directly affects the Warranty.

Any and all correspondence, communications, issuing of Purchase Orders and otherwise regarding an interest in Nederman or obtaining Nederman Products and Services should be directed to Industrial Air Purification and to the attention of Mr. Michael Bradshaw or his appointed representative.

Nederman is a global manufacturer of industrial air filtration systems that has been in business since 1950. Nederman is based in Sweden with subsidiaries in 30 countries, and a US Headquarters and Manufacturing Plant in Thomasville, NC.

Feel free to contact me directly for any questions or concerns regarding this notification.

Respectfully,

*Doug Johnson*

Doug Johnson  
National Fire Sales Manager  
Nederman LLC

Email: [doug.johnson@nederman.com](mailto:doug.johnson@nederman.com)



# CITY OF COLLEGE PARK

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

## REG SESSION AGENDA REQUEST

DOC ID: 8037

**DATE:** April 1, 2020

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

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

**FROM:** Artie Jones, Director of Economic Development

**RE:** Airport City District Plan Outreach

**PURPOSE:** Mayor and Councils consideration in authorizing a task order to complete public outreach services for the Airport City Master Plan Outreach.

**REASON:** The airport city master plan has been completed. The district plans for the airport city project are currently underway. An organization is needed to perform outreach for the airport city district plan meetings.

**RECOMMENDATION:** Staff recommends that the City Council authorize the Mayor to execute a contract with the Collaborative Firm to Provide Public Outreach Services for the Airport City District Planning meetings.

**BACKGROUND:** The City of College Park is working to include participation and feedback from the community in the district planning of the Airport City. A firm is needed to perform those responsibilities so that the community is fully aware of the project that is slated to be developed within the City of College Park and offer citizens an opportunity to provide their opinions and expertise to make this project attractive to existing and new citizens and visitors to the City of College Park.

**YEARS OF SERVICE:** N/A.

**COST TO CITY:** \$18,396

**BUDGETED ITEM:** BIDA Account # 558.4985.52.5510

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

**CITY COUNCIL HEARING DATE:** April 6, 2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** none

**AFFECTED AGENCIES:** none

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** none

**REQUIRED CHANGES TO WORK PROGRAMS:** none

**STAFF:** Artie Jones, III, Economic Development Director

**ATTACHMENTS:**

- TCF\_CollegePark\_AirportCity\_outreachBackup(PDF)
- TCF\_CollegePark\_AirportCity\_Task-Order- Outreach (PDF)

**Review:**

- Artie Jones            Completed    03/26/2020 5:43 PM
- City Attorney's Office    Completed    03/26/2020 6:24 PM
- Rosyline Robinson        Completed    03/26/2020 7:14 PM
- Terrence R. Moore        Completed    04/01/2020 2:09 PM
- Mayor & City Council    Pending       04/06/2020 7:30 PM

Airport City District Plan Outreach

ACTIVITY	Details	Meeting/ Delivery Date	Hrs
<b>Project Mngt/Mtgs</b>	Meetings, corr, logistics, material review, data exchange	Wkly Mtgs; invoice; report'g	16
<b>Contact list: general</b>	TCF consolidate database		4
<b>Stakeholder: targeted</b>	Short list of "mission-critical" community influencers; calls		2
<b>Awareness Campaign</b>	Issue e-Blast; Notices; print media; utility bills	deliver per dates identified	8
<b>Ad materials</b>	Content, graphics, production	target 3/2	32
<b>Web content</b>	Create content web/social media	dates per Client	6
<b>Mtg materials/ content</b>	Boards, web-FAQs, Presentation, Video recording prep		48
<b>Developer Roundtable</b>	Coordinate strategic group of developers/conduct mtg	Via Zoom - establish date	8
<b>Mtg 1</b>	presentation video		16
<b>Mtg 2</b>	interactive virtual mtg		25
<b>Mtg 3</b>	summit - results		15
<b>Refreshments</b>	50 people * \$6 * 3 mtgs = 900; Roundtable: \$10*15 people = \$150	Each mtg	-
<b>Evaluations</b>	4 measures: Walk-aways achieved? Awareness achieved? Diversity achieved? Plan support?	Tool prior event series	4
<b>Meeting Results/Report</b>	Content captured and communicated: TCF. Revised concepts if any = Sizemore	w/in 3 business days	32
<b>TOTAL HOURS</b>			<b>216</b>
<b>SUBTOTAL \$</b>		<b>Subtotals \$</b>	17,496
		ODC ( print costs, graphics, etc)	900
<b>TOTAL \$</b>			<b>\$18,396</b>

Task Order TCF 2020.01

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

Date: February 3, 2020
From: Michael Hightower, The Collaborative Firm

Attn: Artie Jones,
Director of Economic Development

Project: City of College Park On-Call Planning – Airport City District Plans Public Outreach Services

BACKGROUND INFORMATION

The Collaborative Firm, LLC has prepared this Task Order (TO) to assist the City of College Park with Public Outreach services to help generate detailed "District Plans" for the Airport City master plan. This Task Order shall be conducted under the terms of the Master "Planning On-Call" Agreement.

Fee Estimate

Time and Materials, not-to-exceed budget of \$18,400 and at the hourly rates established by the master agreement. The budget reflects the labor time and other direct cost expenses necessary to perform the scope of work outlined below and in the attached milestone and deliverables schedule.

Table with 2 columns: Description, Estimated Budget. Rows include Staff time to be billed monthly (\$17,500) and Other Direct Costs (900).

Authorization:

As our authorization to proceed with the scope of work, schedule and fee structure outlined herein, please sign in the space provided below and return one copy to this office for our records.

The City of College Park

Authorized by: \_\_\_\_\_ Title: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

The Collaborative Firm, LLC

Authorized by: \_\_\_\_\_ Title: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_



### **Scope of Work Summary:**

The Collaborative Firm will provide outreach and communications services to support the development of District Plans for the Airport City area. See attached scope with list of tasks and schedule. In summary, services include:

1. Prepare a community engagement plan of action
2. Conduct up to **three public community** meetings hosted as “virtual” series and one **Developer Roundtable**;
3. Prepare public announcement **content** for web and other media distribution
4. Prepare project FAQ sheets, public **announcement** flyers and posters, as directed by the Department of Economic Development
5. Prepare **format** of community meeting events with the Design Team (The Sizemore Group) preparing the District Plans
6. **Support** the Design Team (The Sizemore Group) with **facilitation** of the meeting events. Design Team shall prepare presentation and meeting activity materials.
7. Prepare **summaries** of meeting results for the Design Team use in preparing the detailed District Plans and package for web/social media content to disseminate results and District Plans progress

The City of College Park will provide the following inputs:

1. **Logistics:** secure City’s recording and other equipment for virtual events and identify dates that avoid conflict with other city sponsored or community wide events
2. Provide **contact lists** of targeted participants for e-blast (email list), telephone or other “direct touch” means of outreach.

### **Schedule:**

Terms of Project: February 1, 2020 to July 1, 2020. See attached with proposed milestone and deliverable dates.



# CITY OF COLLEGE PARK

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

## REG SESSION AGENDA REQUEST

DOC ID: 7986

**DATE:** March 26, 2020

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

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

**FROM:** Jackson Myers, Special Projects Administrator

**RE:** Acceptance of Grant Award

**PURPOSE:** Acceptance of Community Development Block Grant to fund the clearing of trees and underbrush as well as Phase II renovations to the Brady Recreation Center. Phase II renovations encompasses: interior enhancements, which include kitchen renovations, lighting improvements, replacement of playground equipment, parking lot improvements and possible roofing repairs located at the Brady Recreation Center.

**REASON:** To offer upgrades to The Wayman and Bessie Brady Recreation Center.

**RECOMMENDATION:** I recommend approval from Mayor and Council.

**BACKGROUND:** The Community Development Block Grant (CDBG) Program is a federally funded block grant to states that focuses on benefiting low- to moderate-income people by providing resources for livable neighborhoods, economic empowerment, and decent housing.

Several different programs are managed through an annual allocation including the CDBG Annual Competition, the Employment Incentive Program set-aside, the Immediate Threat and Danger Set-aside (IT&D), and local Economic Development Revolving Loan Funds (RLFs). For additional information on these programs, visit the Resources Area.

Georgia has two delivery systems for the disbursement of CDBG funds.

**Entitlements** - primarily urban cities (populations 50,000 +) and urban counties (populations over 200,000)

The Cities of Albany, Atlanta, Brunswick, Dalton, Gainesville, Hinesville, Marietta, Rome, Roswell, Sandy Springs City, Savannah, Smyrna City, Valdosta, and Warner Robbins.

The Counties of Cherokee County, Clayton County, Cobb County, DeKalb County, Fulton

County, Gwinnett County, and Henry County.

The Consolidated Governments of Athens/Clarke County, Augusta/Richmond County, Columbus Consolidated Government, and Macon/Bibb County.

Any incorporated city within a HUD Entitlement Urban County that has chosen to participate with the Urban County through a Cooperating Agreement.

### **Non-entitlements - Cities/Counties that do not participate in the Entitlement Program**

At DCA, we administer the State's Non-Entitlement CDBG program. As the administrator of these funds, eligible applicants include Units of General-Purpose Local Government (cities or counties) that do not participate in HUD's CDBG Entitlement or Urban County program. Individuals and non-profit entities are not eligible to apply directly for CDBG funds. Contact an eligible applicant to see how you or your organization may be able to collaborate to meet the community's needs.

**YEARS OF SERVICE:** N/A

**COST TO CITY:** Total amount of CDBG Funding received by College Park \$424,974. City has spent \$59,000.00 to date as part of our city 25% matching dollars. Additional city matching funds are required for \$45,000.00. City received a Donation-Brady Facility of \$10,000.00 from City of Atlanta Fulton County. Leaving a new balance of \$35,000.00 cost to our city.

We are now in the final stages of phase I enforcements to the Brady Recreation Center, which has included the exterior beautification and ADA ramp. In order to begin work on phase II it is necessary that the clearing project be performed.

**BUDGETED ITEM:** No. Grant funded.

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:** April 6, 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:** All affected programming will be relocated to Conley and Wyatt Centers.

**STAFF:**

**ATTACHMENTS:**

- 2019-25 Resolution for CDBG (PDF)

**Review:**

- Jackson Myers Completed 03/25/2020 4:40 PM
- Rosyline Robinson Completed 03/25/2020 4:43 PM
- Althea Philord-Bradley Completed 04/02/2020 4:23 PM
- Michelle Johnson Completed 04/02/2020 4:45 PM
- Terrence R. Moore Completed 04/02/2020 4:41 PM
- Mayor & City Council Pending 04/06/2020 7:30 PM

**RESOLUTION 2019-25  
CITY OF COLLEGE PARK  
ACCEPTANCE OF COMMUNITY DEVELOPMENT BLOCK GRANT**

**WHEREAS**, the City of College Park desires to continue to upgrade its facilities and offer top services to its residents. The Fulton County Department of Community Development has consistently been a proponent of partnering with the City of College Park and its projects within the city limits; and

**WHEREAS**, Fulton County has offered the opportunity to offer a clearing grant that will allow overgrown trees, brush and the like to be removed and properly grade; and

**WHEREAS**, Fulton County has offered the opportunity to offer the continuous renovation of the Wayman and Bessie Brady Recreation Center’s phase 2 projects. The parking lot upgrades, kitchen upgrades, playground upgrades, and other interior modifications that will result in beautifying the Brady Center; and

**WHEREAS**, the City of College Park is awarded these grants by Fulton County Department of Community Development, the City of College Park agrees to accept the grant award as titled Community Development Block Grant (CDBG). The City of College Park will comply with all applicable laws, environmental requirements and regulations as stated in the grant agreement; and

**BE IT FURTHER RESOLVED** that the applicant will abide by all of the policies set forth to properly certify all work and properly advertise for all work to be performed.

**NOW THEREFORE BE IT RESOLVED**, the City of College Park is award Community Development Block Grants (CDBG) by the Fulton County Department of Community Development.

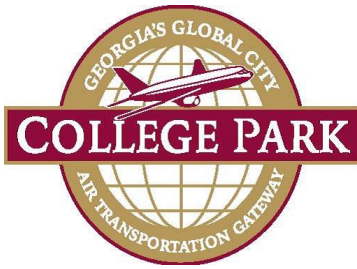
**PASSED AND ADOPTED BY THE CITY OF COLLEGE PARK MAYOR AND CITY COUNCIL THIS 16<sup>th</sup> DAY OF SEPTEMBER 2019**

\_\_\_\_\_  
Jack P. Longino, Mayor

ATTEST:

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

\_\_\_\_\_  
City Attorney



# CITY OF COLLEGE PARK

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

## REG SESSION AGENDA REQUEST

DOC ID: 8026

**DATE:** April 2, 2020

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

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

**FROM:** Jackson Myers, Special Projects Administrator

**RE:** Grant Funds

**PURPOSE:** As you are aware, the City currently has \$100,000 in available funds from Fulton County in County Community Block Development Grant (CDBG) Funds.

**REASON:** Wayman and Bessie Brady Recreation Center Site Improvements- Clearing and Site Stabilization Stage

**RECOMMENDATION:** Approval to receive grant funding from Fulton County

**BACKGROUND:** The Brady Recreation Center is a neighborhood center that provides youth athletic and community program activities to the immediate area and College Park Community at Large. The project address is 3571 Brenningham Dr., College Park, Georgia.

The Brady Recreation improvements will be implemented accordingly:

PROJECT NAME	SCOPE	LOCATION	CDBG-FUNDING	CITY-FUNDING	STATUS
PHASE I	Exterior hardscapes and landscaping	3571 Brenningham Drive	\$162,487.00	\$2,087.80	Completed
SITE RECLAMATION AND STABILIZATION	Site clearing and site stabilization	3571 Brenningham Drive	\$100,000.00	\$59,000.00	Prerequisite work started with matching funding. Pending CDBG additional funding
PHASE II	Lobby/kitchen improvements/play round/parking lot improvements	3571 Brenningham Drive	\$162,487.00	\$45,000.00	CDBG awarded. Pending implementation
TOTAL FUNDING			\$424,974.00	<b>\$106,087.80</b>	<b>\$531,061.80</b>

The Brady Recreation Center total matching funds for all 3 awards \$106,087.80 which is twenty-

five percent (25%) of the total.

The project scope will consist of the demolition of existing playground equipment and clearing and removal of overgrown trees that had completely diminished the open space area of the facility and poses a potential threat due to their close proximity to the building and outdoor activities during inclement weather. In addition, much needed site stabilization of open spaces including open drainage swales, slope embankments, and site stabilization (landscaping) remains to be completed pending receipt of this funding.

The Phase I CDBG Funds has been awarded and reimbursed to the City. The additional \$100,000 will be allocated through a change order to the previously approved contract with Boutte Tree and Landscaping Service to be considered and approved by Council. The initial services performed were limited to the prerequisite work required to implement Phase II playground scope of work and serves to meet matching funding obligations by the City. The Phase II CDBG funding of \$162,487 has been awarded and portions will be allocated to the Phase II Playground project. The Phase II: New Playground construction will be recommended to be awarded to **Kompan Inc.** to be considered and approved by Council.

#### **YEARS OF SERVICE:**

**COST TO CITY:** \$ 61,087.80 has already been paid to date. To move forward as part of our granting fund match on those projects our city will need additional \$45,000.

**BUDGETED ITEM:** Matching Fund already met with work completed to date

<b>PROJECT NAME</b>	<b>CITY-FUNDING</b>	<b>STATUS</b>
BRADY RECREATION CENTER PHASE I	\$2,087.80	CDBG Match Funding-Source Current Fiscal Budget Amt. Capital Outlay for Parks Maintenance
BRADY RECREATION CENTER SITE RECLAMATION AND STABILIZATION	\$59,000.00	CDBG Match Funding- Source Current Fiscal Budget Amt. Capital Outlay for Parks Maintenance
BRADY RECREATION CENTER PHASE II	\$45,000.00	\$35,000.00 - Source Current Fiscal Budget Amt. Capital Outlay for Parks Maintenance. \$10,000- Source City of Atlanta Donation to Brady

		Facility(Receipt No. 2019-00000206)
<b>TOTAL FUNDING</b>	<b>\$106,087.80</b>	<b>25% Matching Funds</b>

**REVENUE TO CITY:** Yes, in the amount of \$100,000

**CITY COUNCIL HEARING DATE:** April 6, 2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** No

**AFFECTED AGENCIES:** None

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

**REQUIRED CHANGES TO WORK PROGRAMS:** None

**STAFF:**

**Review:**

- Recreation Pending
- Jackson Myers Pending
- Michelle Johnson Pending
- Rosyline Robinson Pending
- Terrence R. Moore Pending
- Mayor & City Council Pending 04/06/2020 7:30 PM

**ATTACHMENTS:**

- Mayor & Council Resolution for Brady Site Reclamation & Stabilization UPDATE (DOCX)

**Review:**

- Jackson Myers Completed 03/25/2020 8:25 AM
- Rosyline Robinson Completed 03/25/2020 4:45 PM
- Michelle Johnson Completed 03/26/2020 10:06 AM
- Althea Philord-Bradley Completed 04/02/2020 4:25 PM
- Terrence R. Moore Completed 04/02/2020 4:38 PM
- Mayor & City Council Pending 04/06/2020 7:30 PM



# City of College Park Resolution 2020-08

**WHEREAS:** The City of College Park has been awarded \$ 100,000 for Community Development Block Grant (CDBG) for Brady Site Reclamation and Stabilization.

**WHEREAS:** the Mayor and Council has accepted the Community Development Block Grant (CDBG) for \$100,000 for the Brady Site Reclamation and Stabilization.

NOW, THEREFORE, BE IT RESOLVED that the City of College Park accepts the awarded \$100,000 for Community Development Block Grant for the Brady Site Reclamation and Stabilization project.

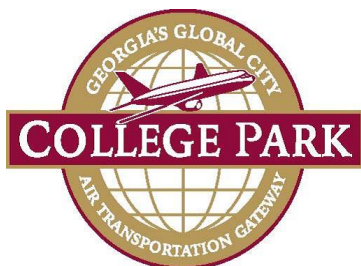
SO RESOLVED THIS 6<sup>TH</sup>, DAY OF APRIL 2020.

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: 8036

**DATE:** April 1, 2020

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

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

**FROM:** Michelle Johnson, Interim Director of Recreation & Cultural Arts

**RE:** Kompan Bid Approval for Grant

**PURPOSE:** To review and approve bids for the Brady Recreation Center playground improvements to be awarded to **Kompan Inc.** as the lowest responsible bidder.

**REASON:** The Brady Recreation Center playground are improvements which \$ 162,487 is awarded from CDBG funds in which includes playground equipment.

**RECOMMENDATION:** The Brady Recreation Center Phase II Project included the construction of a new playground improvements that are funded in part by the \$162,487 CDBG Grant awarded to the City of College Park.

**RECOMMENDATION:** Accept the lowest responsible bid submitted by Kompan, Inc and award a contract not to exceed \$80,000.00.

**BACKGROUND:** The City of College Park accepted sealed proposals from qualified vendors for the **BRADY RECREATION CENTER PLAYAREA IMPROVEMENTS-121719**. Sealed proposals were opened on December 17, 2019 at 10:00 am at the City of College Park Purchasing Department, 3667 Main Street, College Park Georgia, 30337. The results were as follows:

NO.	COMPANY	BID AMOUNT
1	PlayCore Wisconsin dba Gametime	103,917.64
2	Kompan, Inc.	76,888.12
3	PlayWorx Playsets	113,718.64

The lowest responsible bidder was Kompan, Inc. The contract amount was increased to \$80,000.00 to cover potential contingencies.

The Brady Recreation improvements will be implemented accordingly:

PROJECT NAME	SCOPE	LOCATION	CDBG-FUNDING	CITY-FUNDING	STATUS
PHASE I	Exterior hardscapes and landscaping	3571 Brenningham Drive	\$162,487.00	\$2,087.80	Completed
SITE RECLAMATION AND STABILIZATION	Site clearing and site stabilization	3571 Brenningham Drive	\$100,000.00	\$59,000.00	Prerequisite work started with matching funding. Pending CDBG additional funding
PHASE II	Lobby/kitchen improvements/playground/parking lot improvements	3571 Brenningham Drive	\$162,487.00	\$45,000.00	CDBG awarded. Pending implementation
<b>TOTAL FUNDING</b>			\$424,974.00	<b>\$106,087.80</b>	<b>\$531,061.80</b>

**YEARS OF SERVICE:**

**COST TO CITY:** The Brady Recreation Center total matching funds for all 3 awards \$106,087.80 which is twenty-five percent (25%) of the total.

**BUDGETED ITEM:** The City funding is as follows:

PROJECT NAME	CITY-FUNDING	STATUS
BRADY RECREATION CENTER PHASE I	\$2,087.80	CDBG Match Funding-Source Current Fiscal Budget Amt. Capital Outlay for Parks Maintenance
BRADY RECREATION CENTER SITE RECLAMATION AND STABILIZATION	\$59,000.00	CDBG Match Funding- Source Current Fiscal Budget Amt. Capital Outlay for Parks Maintenance
BRADY RECREATION CENTER PHASE II	\$45,000.00	\$35,000.00 - Source Current Fiscal Budget Amt. Capital Outlay for Parks Maintenance. \$10,000- Source City of Atlanta Donation to Brady Facility (Receipt No. 2019-00000206)
<b>TOTAL FUNDING</b>	<b>\$106,087.80</b>	<b>25% Matching Funds</b>

Matching Fund has been met with work to be completed to date

**REVENUE TO CITY:** \$162,487.00

**CITY COUNCIL HEARING DATE:** April 6, 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:** Recreation Staff

**ATTACHMENTS:**

- Agenda Memo ID #2020-8036 - RFP – BRADY RECREATION CENTER PLAY AREA IMPROVEMENTS - 121719 (PDF)
- RFP – BRADY RECREATION CENTER PLAY AREA IMPROVEMENTS - Specs (PDF)

**Review:**

- Michelle Johnson Completed 03/26/2020 6:43 PM
- Rosyline Robinson Completed 03/26/2020 6:51 PM
- Purchasing Completed 03/30/2020 8:25 AM
- Jackson Myers Completed 03/26/2020 9:06 PM
- Terrence R. Moore Completed 04/01/2020 2:09 PM
- Mayor & City Council Pending 04/06/2020 7:30 PM



# CITY OF COLLEGE PARK

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

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## AGENDA MEMORANDUM NO. 2020-8036

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**DATE:** MARCH 30, 2020

**TO:** OFFICE OF THE CITY MANAGER

**FROM:** WILLIS MOODY, PURCHASING COORDINATOR

**SUBJECT:** RFP – BRADY RECREATION CENTER PLAY AREA IMPROVEMENT - 121719  
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:** Brady Recreation Center Play Area Improvement

**Budgeted item(s):** This project is CDBG Grant funded

**Recommendations:** Kompan, Inc is recommended at \$76,888.12 for this project

**Explanation of recommendation in full:**

This RFP was advertised in the South Fulton Neighbor for four (4) weeks beginning November 18, 2019. The bid was published on the City of College Park website under the Bids/RFPs location, Vendor Registry.com and DOAS GPR (Georgia Procurement Registry). The advertisement publish from November 18, 2019 thru the close on December 10, 2019.

The (mandatory) bid conference will take place at Wayman and Bessie Brady Recreation Center followed by a site visit 3571 Brenningham Dr | College Park | GA 30337.

There was an official bid opening scheduled for Tuesday, December 17, 2019 at 10:00 am held at City Hall in the Administrative Conference Room.



# CITY OF COLLEGE PARK

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

## Tabulation Matrix

ITB – BRADY RECREATION CENTER PLAY AREA IMPROVEMENTS - 121719

	Company Name	Bid Amount	Minority Y/N Class	Is your company located in CP	Previous Work w/CP?
1	KOMPAN	\$76,888.12	N	N	N
2	GameTime	\$103,917.64	N	N	Y
3	PlayWorx Playsets	\$113,718.64	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



## PURPOSE

### SPECIFICATION(s)/S.O.W.



#### **GENERAL PURPOSE**

The City of College Park is soliciting for a qualified company to complete a construction project for proposed play area improvements for Wayman and Bessie Brady recreation Center, 3571 Brenningham Drive, College Park, Georgia 30337. The play area equipment will be installed in the areas shown on the plan prepared by Metrocorp development Enterprises, Inc. dated November 11, 2019.

This is a Community Development Block Grant (CDBG) project.

#### **SCOPE of WORK**

The Contractor shall install EWF that is IPEMA certified and complies with IPEMA industry standards. The installation and maintenance recommendations shall be based on IPEMA industry recommendations for accessibility and compliance with ADA requirements for EWF accessible surfacing under and around playground equipment. EWF accessible surfacing should meet the ASTM F1951 surface accessibility standard. The Contractor shall furnish all materials, labor, tools, equipment and services necessary in the performance of this RFP.

The structure, equipment and surface materials shall comply with IPEMA industry standards.

The playground equipment as shown is preferred, however equivalent playground equipment meeting equivalent material, surface and equipment standards specifications will be considered.

Note: Rough grading as shown and installation of sod to be completed by others as shown on construction documents. Installer will be responsible all work necessary for complete and ready to use installation including but not limited to grading, excavation and outside playground equipment footing.

A soils compaction and testing allowance is included as deemed necessary by owner.

#### **INSURANCE REQUIREMENTS**

See City of College Park Bid Documents

#### **BOND REQUIREMENTS**

See City of College Park Bid Documents

#### **PROPOSAL FORMAT**

#### **TECHNICAL PROPOSAL FORMAT**

Provide four (4) sections under separate tabs as follows:

## **SECTION I: Executive Summary**

The executive summary shall include a brief statement of approach to the work, understanding of the project's goals and objectives and demonstrated understanding of the potential problems and concerns.

## **SECTION II: Company's Qualifications & Relevant Project Experience**

### **1. Firm or Firms' Information**

- a. Firm local name, address, and telephone number
- b. Primary local contact person(s) and telephone number(s)
- c. Total number of firm's local full-time employees
- d. Year firm established
- e. Listing, description and outcome of all litigation involving the proposer in the last 5 years.

### **2. Experience:**

- a. List of comparable full-service Design Layout /Build Playground Construction projects completed in the last 5 years. Include: size, cost, total fee, time to complete design services, scope of design services, time to construct facility, description and cost of contractor change orders, special features (energy conservation, etc.), awards received, and type of project (be sure to specify which projects were similar to facilities of this size and type).
- b. Provide no more than 3-5 examples of your experience as prime contractor in constructing facilities similar to this project (OR other public and private projects that indicate similar experience). For each of these projects:
  - i. Provide photographs.
  - ii. Provide a reference familiar with your performance on the project. It is the proposer's responsibility to ensure that the listed contact and phone number are current.
  - iii. Provide a Design/Build reference (with current phone number) familiar with your performance on each project.

### **3. References**

Include references for related work over the past three (3) years, including client name, mailing address, contact name and phone number, email address, and a description of the services provided, including project dates and special features.

## **SECTION III: Approach and Design**

### **1. Design Solution**

Provide your design solution to the requirements of the RFP, as described in the scope of work. The consultant shall prepare schematic level site layout, concept and provide elevations of recommendations and options for review by the City.

### **2. Services**

- a. What is the duration, cost and coverage of the warranty?



- b. Does this product have a made in America certification for steel...etc.?
- c. What is the service package duration, coverage and cost?
- d. Clearly define enclosed area required around the equipment, criteria and dimensions.
- e. Robinia wood material is the preferred material? What pros and cons of any alternate comparable materials used in playground equipment industry?
- f. Provide detail sheets that provide illustrations, ground clearances and dimensions for all equipment proposed and generic names in the industry.
- g. Provide detail age, weight and height restrictions that may exist for the proposed equipment.

### 3. Project Schedule

Provide a draft schedule that includes milestones and estimated time of completion.

## **SECTION IV: Consultant Deliverables after Selection**

The design process shall include the following phases: Schematic/Preliminary Programming; Preliminary Design; Design Development; Construction Documents; and Construction Administration. Consultant shall not proceed with a subsequent phase until receiving written notice from the City.

1. **Preliminary Design:** Consultant shall proceed to prepare a preliminary design plan that upgrades the approved schematics into a more detailed design. The plan must address all the concerns and issues of the schematic design phase and the results of the newly completed survey data. Consultant shall review survey information, verify elevations and obtain additional detailed survey data for the site, as required by this RFP. Consultant shall provide the following minimum expected deliverables in this phase:
  - a. Base Sheet: Compiled from staff input, surveys, field investigation, utility investigations, aerial photos, architectural plan, highway and street plans, title and borders, and all other available data. Base sheet shall be prepared in electronic digital format compatible with AutoCAD and shall utilize existing digital information provided to the maximum extent possible.
  - b. Preliminary design layout resolving all the open issues and recommendations from the Kick-off Meeting and schematic design.
2. **Design Development:** Upon approval and acceptance of the preliminary design and budget, the Consultant shall prepare the following minimum deliverables:
  - a. Color boards and cost impacts shall be presented for preliminary material consideration and color selections.
  - b. Special plans and details for all unique elements.
  - c. Updated Issues List
  - d. Updated Schedule
  - e. All other plans and details necessary to convey consultant's design intent.
  - f. Consultant shall present the design development package to the City and Program Manager in a formal presentation to receive input and final decisions on design and budget.

**SECTION V: Cost Proposal Format**

Must provide a detailed price structure for the requested services, which will include unit prices as listed in specifications. **The Cost Proposal is to be submitted in a separate sealed envelope and marked “Cost Proposal.”** A detailed line-item price structure that equals the lump sum total is to be attached to the cost proposal form. **Include \$10,000.00 cash allowance.** Any unused funds shall be refunded back to the Owner.

**SECTION VI: Evaluation and Selection Criteria**

College Park’s selection of a firm shall be based upon the demonstrated competence and qualifications of the firms to provide the type of service required. Each proposal will be evaluated and scored through a process by the City’s staff.

The Proposer’s submittal must fully address the requirements listed in this solicitation and the Firm’s degree of experience, knowledge, and ability to provide experienced and qualified support staff. The proposal is not to have any exclusions, conditions or provisions applied to the aforementioned request.

It is the City’s intention to select a firm, which is the most responsive and qualified to meet the City’s needs. The award shall be based on but not limited to the following factors:

<b>RFP EVALUATION CRITERIA</b>	<b>Scoring Value Maximum Points</b>
<b>Relevant Experience and References</b> <ul style="list-style-type: none"> <li>• Description of comparable projects.</li> <li>• References for related work over the past three (3) years, including client name, mailing address, contact name and phone number, email address, and a description of the services provided, including project dates and special features.</li> </ul>	20
<b>Experience and Availability of Key/Assigned Staff</b> <ul style="list-style-type: none"> <li>• List of proposed personnel to be specifically assigned to this project, including their qualifications, overall experience on projects of similar scope, and résumé.</li> <li>• List of commitments of key team members and estimated completion dates by projects.</li> </ul>	20
<b>Methodology and Technical Approach to the Project, Quality and Completeness of the Response of the Proposal.</b> <ul style="list-style-type: none"> <li>• Clear indication that all minimum requirements are met.</li> <li>• Quality of proposal that indicates clear understanding of scope of work.</li> <li>• Submission of concept drawings that provide a clear design solution.</li> <li>• Draft schedule that includes milestones and estimated time of completion.</li> </ul>	30
<b>Cost Proposal</b>	30
<b>MAXIMUM SCORING POINTS TOTAL</b>	<b>100</b>
<b>Oral Presentation/Interview</b> At its sole discretion, the Evaluation Committee made up of city and community representatives may require an interview/presentation before the final selection and award to a Firm. Submittal of material and information during an interview/presentation could add up to 15 additional points to the total score of the Firm.	15 (possible additional points if an oral presentation is requested)

*SPECIAL NOTE* - the Proposal Cost will be evaluated as follows:

Low Conforming Proposal	30 points
Proposals within 5% of Low Proposal	25 points
Proposals within 7% of Low Proposal	20 points
All Other points	

Best and final offer process represents an optional step in the selection process and may be used when:

- A. No single response addresses all the specifications.
- B. The cost submitted by all proposers is too high.
- C. The scores of two (2) or more proposers are very close after the evaluation process.
- D. All proposers submitted responses that are deficient in one or more area.

College Park reserves the right to remove the high score and the low score for each offer if deemed necessary.

The City reserves the right to negotiate the fee and/or Scope of Services with the highest ranked Proposer. If negotiations cannot be completed successfully, then the City reserves the right to negotiate with the second highest ranked Contractor. Recommendations for an award will be the Proposer with whom potential contract negotiations were successful.

**SECTION VI: Attachment(s)**

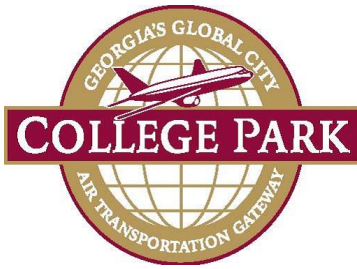
Attachment A – BRADY RECREATION PLAYGROUND EQUIPMENT

**BASE PROPOSAL BREAKDOWN**

ITEM No.	MANUFACTURER ITEM No.	DESCRIPTION	REFERENCE	UNIT	UNIT PRICE	Qty.	COST
1	KSW92012-0910	DOUBLE BAY SEING 8' W/2 BELTS BASKETS Æ100, Rope Blk/Blk Antiwrap Grey, IG	SEE CIVIL DRAWINGS DETAIL NO. 2.0 SHEET C4.0	EACH		1	
2	NRO2009-1011	DBL TOWER W/SPIDER NET, IG AND BRIDGE, BROWN IG	SEE CIVIL DRAWINGS DETAIL NO. 3.0 SHEET C4.0	EACH		1	
3	ELE40024-3717GR	SPINNER BOWL, Green, IG	SEE CIVIL DRAWINGS DETAIL NO. 1.0 SHEET C4.0	EACH		1	
4	ELE400024-3717E	SPINNER BOWL , Red, IG	SEE CIVIL DRAWINGS DETAIL NO. 1.0 SHEET C4.0	EACH		1	
5	NRO875-1011	ZIPLINE ROBINIA SLOPED, IG IG100, SURROU ASTM BROWN	SEE CIVIL DRAWINGS DETAIL NO. 5.0 SHEET C4.0	EACH		1	
6	MIO26	CABLE WAY PULLER	SEE CIVIL DRAWINGS DETAIL NO. 5.0 SHEET C4.0	EACH		1	
7	NRO854-1011	PARCOUR 004, BROWN, IG	SEE CIVIL DRAWINGS DETAIL NO. 4.0 SHEET C4.0			1	
8	M21102-3417P	AGE APPROPRIATE SIGN 5*12 YEARS, IG 60cm	Per manufacturer specifications and details	EACH		1	

9	FRT=KOMPAN INC	FREIGHT CHARGES				1	
10	ROBSERV	Robina Sevice Program or equivalent	Per manufacturer specifications and details	LUMP		1	
11	CUSTOMINSTALL	Installation of KOMPAN Equipment or Equivalent Equipment	Per manufacturer specifications and details	LUMP		1	
12	TFG-GASO-EWF	GreenSoft EWF Cubic Yard or Equivalent	Per manufacturer specifications and details	CU. YD		282	
13	TFGFF	Filter Fabric 4' x 300'	Per manufacturer specifications and details	EACH ROLL		6	
14	FRT-OTHER	Freight for EWF/FF	Per manufacturer specifications and details	LUMP		1	
15	CUSTOMINSTALL	Installation of EWF/FF	Per manufacturer specifications and details	LUMP		282	
SUB-TOTAL							
SOILS COMPACTION AND TESTING ALLOWANCE				\$ 750.00			
CONTINGENCY AT 10% FOR SUM OF ALL ITEMS ABOVE							
TOTAL BASE PROPOSAL							





# CITY OF COLLEGE PARK

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

## REG SESSION AGENDA REQUEST

DOC ID: 8048

**DATE:** April 2, 2020

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

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

**FROM:** Michelle Johnson, Interim Director of Recreation & Cultural Arts

**RE:** Bouttee Tree Service Contract Additional Funding

**PURPOSE:** To review and approve a change order for Bouttee Tree and landscaping service to provide additional services at the Wayman And Bessie Brady Recreation Center.

**REASON:** The City has been awarded 2019 CDBG funding of \$100,000.00 specifically for the clearing and site stabilization activities at the Brady Recreation Center. These additional funds will allow the initial project scope that included the clearing and removal of overgrown trees for the Brady Recreation Center Phase II Project to be expanded to include clearing of additional trees and underbrush deemed potentially hazardous and site stabilization to include drainage ditches and swales currently obstructed by debris, overgrown trees and invasive plants that have completely diminished the open space and drainage flow in the immediate area of the facility.

PROJECT NAME	SCOPE	LOCATION	CDBG-FUNDING	CITY-FUNDING	STATUS
PHASE I	Exterior hardscapes and landscaping	3571 Brenningham Drive	\$162,487.00	\$2,087.80	Completed
SITE RECLAMATION AND STABILIZATION	Site clearing and site stabilization	3571 Brenningham Drive	\$100,000.00	\$59,000.00	Prerequisite work started with matching funding. Pending CDBG additional funding
PHASE II	Lobby/kitchen improvements/playground/parking lot improvements	3571 Brenningham Drive	\$162,487.00	\$45,000.00	CDBG awarded. Pending implementation
TOTAL FUNDING			\$424,974.00	<b>\$106,087.80</b>	<b>\$531,061.80</b>

**BACKGROUND:** The previously approved contract with Boutte Tree and Landscaping Service was approved by Council on September 6, 2019 in for a contract amount of \$83,820.00. The initial services performed were limited to the prerequisite clearing of trees required to construct the playground area as a part of the Brady Recreation Center Phase II Project scope of work and (\$59,000.00) allocated to date serves to meet matching funding obligations by the City of College Park as shown below. The remaining work will be completed along with the additional work previously stated will be reimbursed by the CDBG funding, hence, the additional \$100,000 funds will be allocated through a change order to increase the contract amount not to exceed \$159,000.00 to complete the aforementioned clearing and site stabilization activities.

The Brady Recreation CDBG Improvements Overview:

PROJECT NAME	SCOPE	LOCATION	CDBG-FUNDING	CITY-FUNDING	STATUS
PHASE I	Exterior hardscapes and landscaping	3571 Brenningham Drive	\$162,487.00	\$2,087.80	Completed
SITE RECLAMATION AND STABILIZATION	Site clearing and site stabilization	3571 Brenningham Drive	\$100,000.00	\$59,000.00	Prerequisite work started with matching funding. Pending CDBG additional funding
PHASE II	Lobby/kitchen improvements/playground/parking lot improvements	3571 Brenningham Drive	\$162,487.00	\$45,000.00	CDBG awarded. Pending implementation
TOTAL FUNDING			\$424,974.00	\$106,087.80	\$531,061.80

**YEARS OF SERVICE:** N/A

**COST TO CITY:** The Brady Recreation Center total matching funds for all 3 CDBG Awards \$106,087.80 which is twenty-five percent (25%) of the total. The Phase I CDBG Funds has been awarded and reimbursed to the City.

**BUDGETED ITEM:** Matching Fund already met with work to be completed to date:

PROJECT NAME	CITY-FUNDING	STATUS
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BRADY RECREATION CENTER PHASE I	\$2,087.80	CDBG Match Funding-Source Current Fiscal Budget Amt. Capital Outlay for Parks Maintenance
BRADY RECREATION CENTER SITE RECLAMATION AND STABILIZATION	\$59,000.00	CDBG Match Funding-Source Current Fiscal Budget Amt. Capital Outlay for Parks Maintenance
BRADY RECREATION CENTER PHASE II	\$45,000.00	\$35,000.00 - Source Current Fiscal Budget Amt. Capital Outlay for Parks Maintenance. \$10,000- Source City of Atlanta Donation to Brady Facility (Receipt No. 2019-00000206)
TOTAL FUNDING	\$106,087.80	25% Matching Funds

**REVENUE TO CITY:** Yes, in the amount of \$100,000. Total CDBG Funds received \$424,974.00 to date.

**ACTION BY COUNCIL:** To approve the change order for Boutte Landscaping and Tree Services and increase the contract amount not to exceed \$159,000.00.

**CITY COUNCIL HEARING DATE:** April 6, 2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** No

**AFFECTED AGENCIES:** None

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

**REQUIRED CHANGES TO WORK PROGRAMS:** None

**STAFF:** N/A

**Review:**

- Michelle Johnson Completed 04/02/2020 1:03 PM
- Rosyline Robinson Completed 04/02/2020 4:51 PM

- Terrence R. Moore      Completed      04/02/2020 4:48 PM
- Mayor & City Council      Pending      04/06/2020 7:30 PM



# CITY OF COLLEGE PARK

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

## REG SESSION AGENDA REQUEST

DOC ID: 8028

**DATE:** April 1, 2020

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

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

**FROM:** Jackson Myers, Special Projects Administrator

**RE:** Fulton County Grant Request

**PURPOSE:** To move forward with the process of receiving grant funding from Fulton County Community Development Block Grant.

**REASON:** City staff has received request for shovel ready project from Fulton County Community Development Block Grant (CDBG) staff to spend grant dollars within our city by October 2020. The following list of project have been on our city wish list for a number of years: K. Mitchell Demolition Project \$584,000.00, Charles E Phillips Alternate I, water feature-splash pad project \$36,637.00, Charles E. Phillips Alternate II, upgrades and maintenance improvement \$164,125.00, and Municipal Golf Course Improvement, Maintenance and equipment improvements \$165,000.00. These projects are summarized below:

PROJECT NAME	SCOPE	LOCATION	CDBG-FUNDING	CITY-FUNDING	STATUS
K. Mitchell Demolition Project	demolition project	2480 Paul D. West	\$584,000.00	\$182,500.00	CDBG application pending submittal
Charles E. Phillips Alternate I	water feature: splashpad	4400 Herschel Road	\$364,637.00	\$160,450.00	CDBG application pending submittal
Charles E. Phillips Alternate II	upgrades and maintenance improvements	4400 Herschel Road	\$164,125.00	\$51,375.00	CDBG application pending submittal
Municipal Golf Course	maintenance and	3711 Fairway Drive	\$165,000.00	\$37,500.00	CDBG application

Improvements	equipment improvements				pending submittal
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**RECOMMENDATION:** Approval from Mayor and City Council to receiving grant funds from this program.

***BACKGROUND: About the Program***

The United States Department of Housing and Urban Development (HUD) awards grants to entitlement community grantees such as Fulton County, GA and sub-recipients such as College Park to carry out a wide range of community development activities directed toward revitalizing neighborhoods, economic development, and providing improved community facilities and services.

Entitlement communities develop their own programs and funding priorities; however, grantees must give maximum feasible priority to activities that benefit low- and moderate-income persons. A grantee such as Fulton County, GA and sub-recipients such as College Park may also carry out activities which aid in the prevention or elimination of slums or blight. Additionally, grantees may fund activities when the grantee certifies that the activities meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community where other financial resources are not available to meet such needs.

Although local units of government develop their own programs and funding priorities, all CDBG activities must be consistent with one or more of the following HUD national objectives:

- *Provide a direct benefit for low to moderate income households*
- *Prevent slum or blight*
- *Address an urgent need or problem within the community*

The City of College Park recommends the following projects to meet the aforementioned objectives:

**K. Mitchell Demolition Project**

The requested funding is proposed for the hazardous material mitigation and demolition of Kathleen Mitchell School located at 2480 Paul D. West vacant and dilapidated school facility buildings and property. The project total cost \$766,500.00. The City of College Park has allocated twenty (25%) \$182,500.00. The CDBG funding requested is \$584,000. The proposed

activity end use after demolition is commercial (within boundaries of the demolition property to comply with CDBG eligibility requirements) as shown on page 11 map of the Livable Centers Initiative (LCI)/ Investment Policy Study. The proposed site development will result in viable commercial sites. The demolition activity is expected to create a site at which it can reasonably be expected that new jobs will be created, and private sector capital will be invested. At least 25% of properties throughout the delineated area experience one or more of the following conditions: physical deterioration of buildings or improvements, abandonment of properties, chronic high vacancy rate in industrial buildings, abnormally low property values relative to other areas in the community, public improvements in the area are in a general state of deterioration and known environmental contamination.

**Charles E. Phillips Alternate I**  
**(This has been a priority for the City Council for previous years)**

The Phillips Park Improvements will provide an attraction for all ages and expand summer water fun activities at this location.

The splash pad addition is 3222 square foot concrete area with a 5-foot buffer around the perimeter for a total of 4491 square feet. The Phillips Park Splashpad and location alternatives are shown on the attached concept plan.

Total project \$525,087 (complete project including building, fencing, install, cleanup- scope of install work will be required to be included.)

The estimated cost of the Alternate 1 is \$525,087.00 which includes a \$160,450.00 in City of College Park funding that includes all cost associated with site preparation, utility installation cost and project contingencies.

The project will serve the seniors, adults and children in the immediate area to offer an affordable social outlet for family and neighborhood activities for all ages. The community has expressed a desire for an aquatic center as supported by recent study that determined the project scope was not economically feasible at this time for the City.

This project represents an alternative modeled after the City of Atlanta -Centennial Park and Cobb County- Battery Park water feature attractions but on a limited and modest scale. This park facility is within a mile of the hotels, businesses and attractions at the GICC and G-League Sports Arena. This project will serve to maintain and expand an existing suitable living environment as follows:

- Improving the safety and livability of the immediate neighborhoods;
- Eliminating blighting influences and the deterioration of property and facilities;
- Increasing access to quality public and private facilities and services;

- Reducing the isolation of income groups within the areas through the revitalization of deteriorating neighborhoods; and,
- Restoring and preserving properties of special historical, architectural, or aesthetic value.

### **Charles E. Phillips Alternate II**

The Phillips Park Improvements will provide needed beautification enhancements, site utilization and maintain ADA accessibility compliance. The proposed improvements are shown on the attached concept plan.

The estimated cost of the Alternate 2 is \$215,500.00 which includes a \$51,375.00 in City of College Park funding cost associated with site preparation and project contingencies cost.

The project will serve the seniors, adults and children in the immediate area to offer an affordable social outlet for family and neighborhood activities for all ages. The community has expressed a desire for an aquatic center as supported by recent study that determined the project scope was not economically feasible at this time for the City.

This project represents an alternative modeled after the City of Atlanta -Centennial Park and Cobb County- Battery Park water feature attractions but on a limited and modest scale. This park facility is within a mile of the hotels, businesses and attractions at the GICC and G-League Sports Arena. This project will serve to maintain and expand an existing suitable living environment as follows:

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- Eliminating blighting influences and the deterioration of property and facilities;
- Increasing access to quality public and private facilities and services;
- Reducing the isolation of income groups within the areas through the revitalization of deteriorating neighborhoods; and
- Restoring and preserving properties of special historical, architectural, or aesthetic value.

### **Municipal Golf Course Improvements**

The project scope will consist of clearing and grubbing and removal of overgrown trees, invasive plant growth and brush that have: 1.) adversely impacted the health of the greens and fairways 2.) obstructed access and reduced visibility of water features, walking and golf cart paths and 3.) created blind spots that may contribute to a public safety risk at ancillary facilities around the course. This work will include the restoration and stabilization of impacted areas through repair of turf areas, grassing, fertilization and replanting of trees and shrubs suitable to current site conditions and golf course mowing equipment acquisition to provide an improved quality open

space area environment for the 9-hole golf facility. The estimated cost is \$202,500.00 which includes the appropriated 25% match from the City of College Park funding.

The Historic College Park Municipal Golf Course is an existing public golf course that will expand its availability to the community by providing low to moderate income youth and Senior Citizen community athletic golf program activities to introduce and foster golf enthusiasm. The golf course serves the immediate area and College Park Community at Large. The project address is 3711 Fairway Drive., College Park, Georgia.

This park facility is within a mile of the housing authority community.

This project will serve to maintain and expand an existing suitable living environment as follows:

- Improving the safety and livability of the immediate neighborhoods;
- Eliminating blighting influences and the deterioration of property and facilities;
- Increasing access to quality public and private facilities and services;
- Reducing the isolation of income groups within the areas through the revitalization of deteriorating neighborhoods; and
- Restoring and preserving properties of special historical, architectural, or aesthetic value.

These projects are located in Census Tract 106.01,106.03 and 106.04 areas in College Park.

**YEARS OF SERVICE:**

**COST TO CITY:** Our city matching share if we receive all above grant funds would be in the amount of \$ 431,825.00.

**BUDGETED ITEM:** Contingent up grant approval award however; the following fund has been allocated for the K. Mitchell demolition project for the city account # provided by Oscar Hundson, City Inspections & Permits office.

**REVENUE TO CITY:** Yes, if our city receives all funding from our applications, estimated funds would be \$1,277,762.00.

**CITY COUNCIL HEARING DATE:** April 6, 2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** None

**AFFECTED AGENCIES:** None

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

**REQUIRED CHANGES TO WORK PROGRAMS:** None**STAFF:****Review:**

- Jackson Myers Pending
- Recreation Pending
- Michelle Johnson Pending
- Rosyline Robinson Pending
- Terrence R. Moore Pending
- Mayor & City Council Pending 04/06/2020 7:30 PM

**Review:**

- Jackson Myers Completed 03/25/2020 8:24 AM
- Rosyline Robinson Completed 03/25/2020 4:46 PM
- Michelle Johnson Completed 03/26/2020 10:05 AM
- Althea Philord-Bradley Completed 04/02/2020 4:28 PM
- Terrence R. Moore Completed 04/02/2020 4:39 PM
- Mayor & City Council Pending 04/06/2020 7:30 PM





# CITY OF COLLEGE PARK

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

## REG SESSION AGENDA REQUEST

DOC ID: 8029

**DATE:** March 26, 2020

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

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

**FROM:** Artie Jones, Director of Economic Development

**RE:** 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 and safety of the section of Main Street from John Wesley Avenue to Harvard Ave. It will improve the perception of safety along this section of Main Street and will be effective for holiday events and outdoor activities. The installation project will include a total of (21) 120v 100w color-changing LED up lights on large trees flanking railroad tracks and parked cars on Main Street. It will also include installation of (12) 120v LED permanent mini string lights on crape myrtle trees. Lights will be normal in color with the ability to change the light color for events, etc.

**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:** April 6, 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)
- Lighting Project Matrix (PDF)
- ITB – LED LIGHTS ON MAIN STREET INSTALLATION - Specs (PDF)
- HP0007 (PDF)

**Review:**

- Artie Jones Pending
- Purchasing Pending
- Finance Pending
- Rosylene Robinson Pending
- Terrence R. Moore Pending
- Mayor & City Council Pending 04/06/2020 7:30 PM



# CITY OF COLLEGE PARK

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

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## AGENDA MEMORANDUM NO. 2020-7974

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**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

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## 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

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

## Tabulation Matrix

ITB - LED LIGHTS ON MAIN STREET INSTALLATION - 021820

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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.

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City of College Park  
Willis Moody  
Purchasing/Fleet Administrator  
College Park, GA 30337



## PURPOSE

### SPECIFICATION(S)/S.O.W.

#### GENERAL PURPOSE

The City of College Park (City), Department of Economic Development is soliciting proposals from electrical companies to complete a lighting installation along Main Street in Downtown College Park.

The purpose of this Invitation to Bid (ITB) is to solicit proposals from organizations then conduct a fair and extensive evaluation based on criteria and who can best meet the needs of the City.

#### SCOPE of WORK

The City is looking for an electrical company to complete the following lighting installation to include:

##### **A. Section I (Trees along railroad tracks and across from Nouveau Restaurant location)**

- a. Install 120v LED permanent mini string lights on six (6) existing crepe myrtle trees
- b. Install eight (8) 120w color-changing LED up lights on large trees flanking railroad tracks and between College Park Main Street Office and crepe myrtle trees across from Nouveau Restaurant location
- c. Install approximately 100' of underground electrical in PVC conduit from City of College Park Power supplied junction areas where 120v electrical will reside for lighting project
- d. Install custom covers for eight (8) color-changing LED up lights

##### **B. Section II (Trees along railroad tracks and across from State Farm Office location)**

- a. Install eight (8) 120w color-changing LED up lights on large trees flanking railroad tracks and between College Park Main Street Office and crepe myrtle trees across from State Farm Office location
- b. Install approximately 75' of underground electrical in PVC conduit from City of College Park Power supplied junction areas where 120v electrical will reside for lighting project
- c. Install custom covers for eight (8) color-changing LED up lights

##### **C. Section III (Trees along railroad tracks and across from International Supermarket location)**

- a. Install five (5) 120w color-changing LED up lights on large trees flanking railroad tracks and between College Park Main Street Office and crepe myrtle trees across from International Supermarket location
- b. Install approximately 30' of underground electrical in PVC conduit from City of College Park Power supplied junction areas where 120v electrical will reside for lighting project
- c. Install custom covers for five (5) color-changing LED up lights

**D. Section IV (Crepe myrtles in the center of display area)**

- a. Install 120v warm white LED permanent mini string lights on six (6) existing crepe myrtle trees behind benches in center of display

**E. Section V (Maintenance – Landscape lighting)**

- a. Upgrade all fixtures and bulbs to a fully transferable lifetime warranty
- b. Inspect fixtures for damage
- c. Test voltage at each fixture
- d. Exterior/interior cleaning of fixtures
- e. Exterior/interior cleaning of power sources
- f. Inspection and replacement of bulbs as necessary
- g. Light output angle correction
- h. Wiring and connection inspection; repair as necessary
- i. Landscaping growth inspection; determine corrective action(s) necessary and inform client
- j. Prepare notes and feedback for your records

**F. Section VI (Available Discounts)**

- a. The City of College Park is a member of the Georgia Mainstreet American

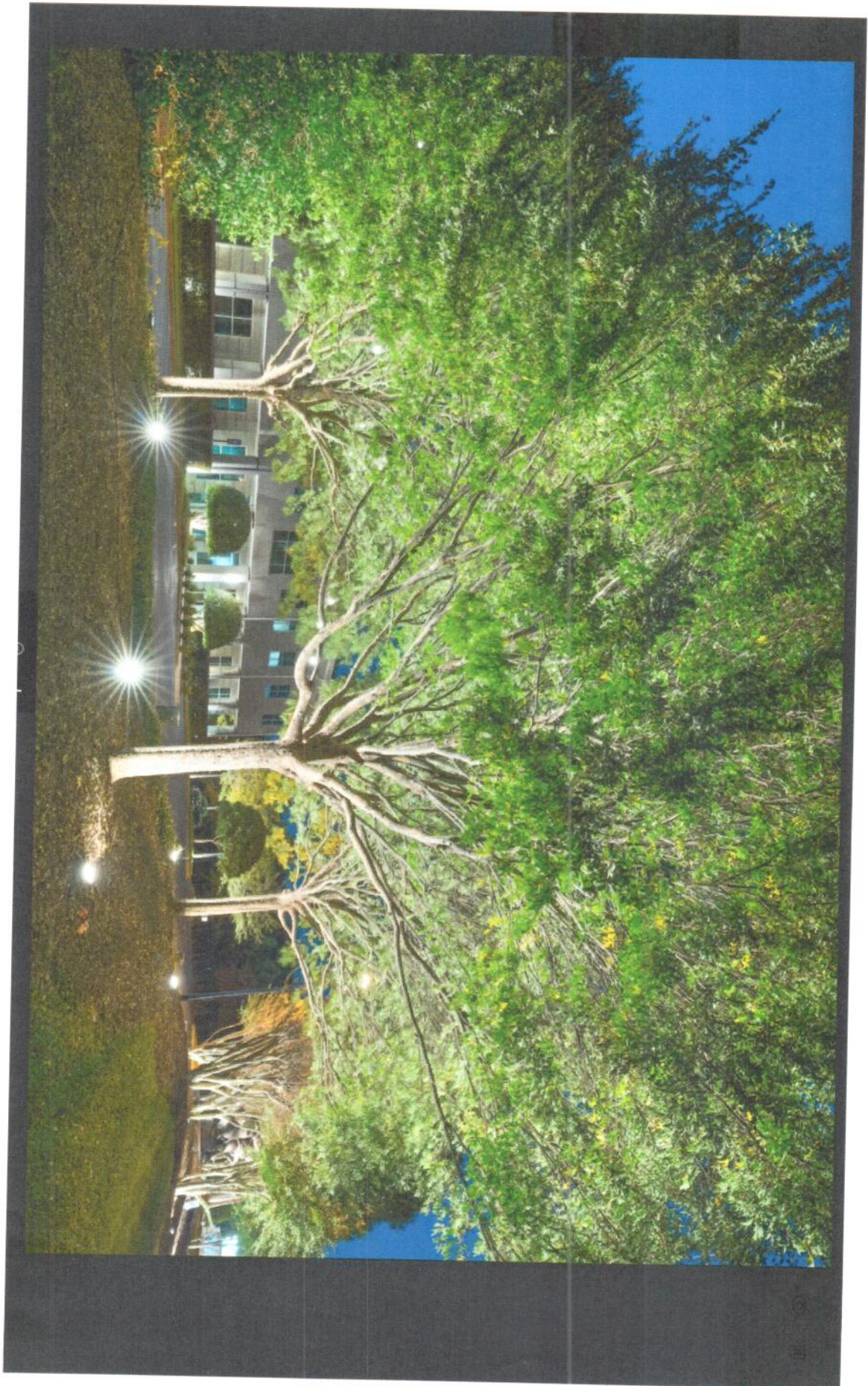
**G. Section VII (Warranty & Workmanship)**

- a. All new landscape lighting equipment will have a lifetime warranty during active yearly maintenance subscription
- b. All new fixtures will have a two (2) year warranty from manufacturer without regular maintenance
- c. All new LED landscape bulbs will have a two (2) year warranty from manufacturer without regular maintenance
- d. Workmanship warranty on new equipment is for two (2) years without regular maintenance

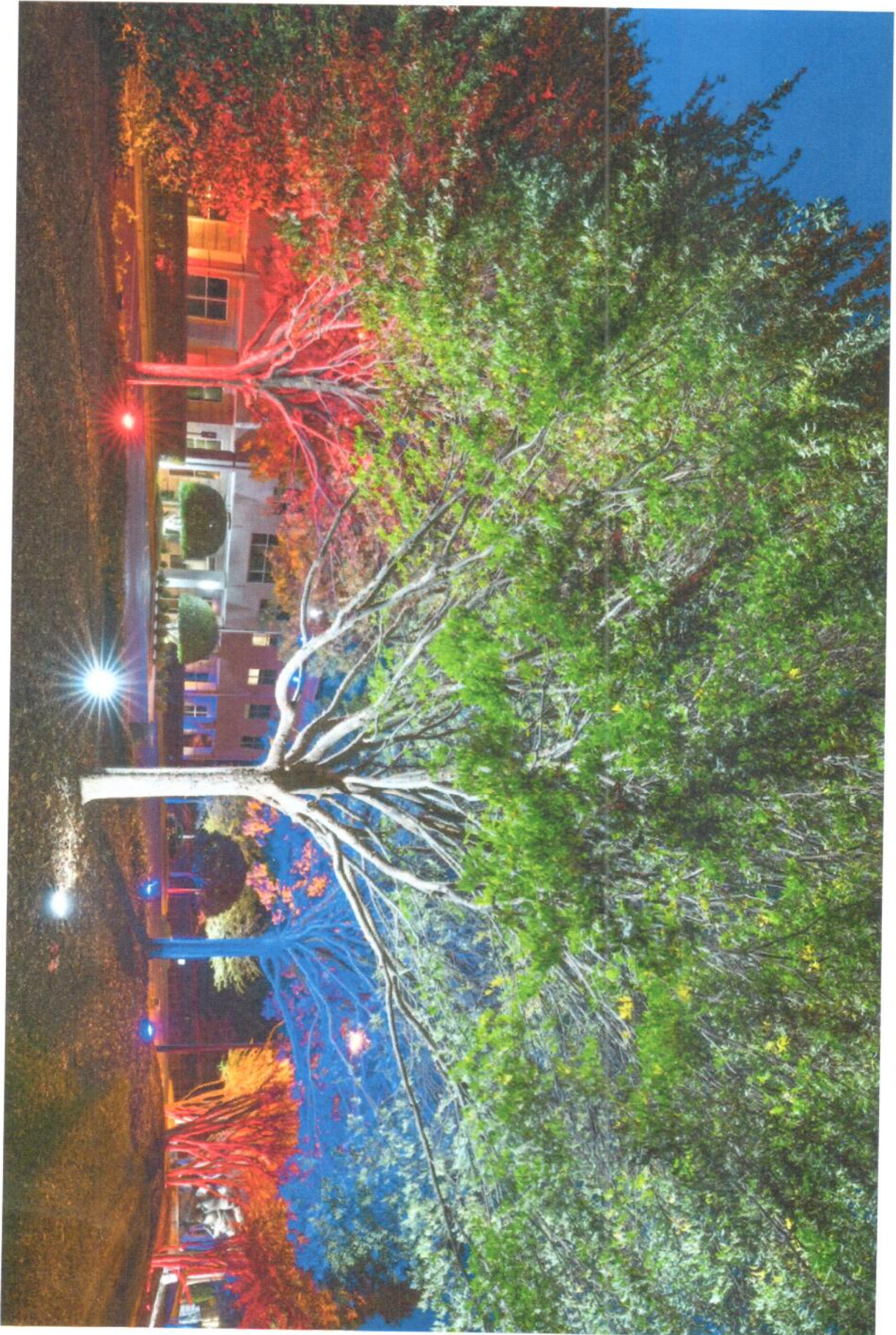
**H. Section VIII (Awardee)**

- a. Not responsible for appearance or working condition of existing equipment
- b. Any manipulation of lighting equipment by persons other than awardee will result in void on said equipment
- c. In event there is a failure with any lighting fixture(s), this will be addressed at no charge. If issue is determined to be caused by forces outside of awardee control, a service fee of \$150.00/hr plus cost of materials will be assessed to The City of College Park

The City of College Park Power Department will be responsible for providing 120v circuits and junctions for available connection to new color-changing and string lighting provided and installed, by the awardee.









# CITY OF COLLEGE PARK

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

## REG SESSION AGENDA REQUEST

DOC ID: 8025

**DATE:** April 1, 2020

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

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

**FROM:** Shavala Moore, City Clerk

**RE:** City of Ethics Resolution and Ordinance

**PURPOSE:** GMA's Cities of Ethics program is an attempt to raise awareness about ethics issues at the local level and provide a local forum for the airing and resolution of legitimate concerns. The use of a local ethics ordinance allows citizens to raise their concerns and participate in the ethics investigation process at the local level, where the voice and influence of the individual citizen is strongest.

**ACTION:** To earn a "Certified City of Ethics" designation, a city must take two actions:

1. **Adopt a resolution establishing the five ethics principles for the conduct of your city's officials.**

These principles are designed to guide the elected officials as individuals and as a governing body. These principles are:

- Serve others, not ourselves
- Use resources with efficiency and economy
- Treat all people fairly
- Use the power of our position for the well-being of our constituents
- Create an environment of honesty, openness and integrity

2. **Adopt an ethics ordinance that meets minimum standards approved by the GMA Board.**

The ordinance must contain definitions, an enumeration of permissible and impermissible activities by elected officials, due process procedures for elected officials charged with a violation of the ordinance and punishment provisions for those elected officials found in violation of the ordinance.

**RECOMMENDATION:** Review resolution and Ethics Ordinance to establish the requirements of being a "Certified City of Ethics".

**ATTACHMENTS:**

- 2020-04 Ordinance to revise ethics REDLINED (PDF)
- 2020-04 Ordinance to revise ethics FINAL (PDF)
- 2020-07 City of Ethics Resolution (PDF)

**Review:**

- Shavala Moore Completed 03/30/2020 11:10 AM
- Rosyline Robinson Completed 03/31/2020 10:00 AM
- City Attorney's Office Completed 03/31/2020 10:24 AM
- Terrence R. Moore Completed 04/01/2020 2:06 PM
- Mayor & City Council Pending 04/06/2020 7:30 PM

**STATE OF GEORGIA****CITY OF COLLEGE PARK****ORDINANCE NO. 2020-04**

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF COLLEGE PARK, GEORGIA, BY AMENDING CHAPTER 2 (ADMINISTRATION), ARTICLE V (CODE OF ETHICS) TO REVISE ETHICS GUIDELINES WITH ADDITIONAL REGULATIONS, PROHIBITIONS AND PROCEDURES; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER LAWFUL PURPOSES.

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

**WHEREAS**, the City of College Park is authorized by O.C.G.A. §36-35-3 to adopt ordinances relating to its property, affairs and local government; and

**WHEREAS**, the governing authority deems it essential to the proper operation of democratic government that the public officials be, and given the appearance of being, independent, impartial and responsible to the people; that governmental decisions and policies be made in the proper channels of the governmental structure; and that public office not be used for personal gain; and

**WHEREAS**, such measures are necessary to provide the public with confidence in the integrity of its government; and

**WHEREAS**, the Mayor and City Council previously adopted a Code of Ethics to guide the proper behavior of elected and appointed officials; and

WHEREAS, the Mayor and City Council desire to make certain revisions to the Code of Ethics to provide for additional prohibitions and process of adjudicating same.

NOW THEREFORE, BE IT AND IT IS HEREBY ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF COLLEGE PARK, and by the authority thereof:

**Section 1.** The Code of Ordinances of the City of College Park, Georgia is hereby amended by revising Section 2-74 (Scope of Persons Covered), of Article V (Code of Ethics) of Chapter 2 (Administration) of the City Code to read as follows:

*Sec. 2-74. Scope of persons covered.*

*The provisions of this code of ethics shall be applicable to all members of the City Council, Planning and Zoning Commission, Board of Zoning Appeals, all advisory commissions, and committee members and appointed city officials. Notwithstanding anything herein to the contrary, state law and the Charter of the City shall be controlling in the event of an actual conflict with the provisions of this Article. This Article shall be interpreted to supplement, and not replace, said provisions of state law and Charter.*

**Section 2.** The Code of Ordinances of the City of College Park, Georgia is hereby further amended by revising Section 2-76 (Standards of Conduct), of Article V (Code of Ethics) of Chapter 2 (Administration) of the City Code to read as follows:

*Sec. 2-76. Standards of conduct.*

- (a) No City Official shall use such position to secure special privileges or exemptions for such person or others, or to secure confidential information for any purpose other than official responsibilities.
- (b) No City Official, in any matter before the council, board or commission in which he has a substantial interest, shall fail to disclose for the common good for the record such interest prior to any discussion or vote.
- (c) No City Official shall act as an agent or attorney for another in any matter before the city council or any board or commission.
- (d) No City Official shall directly or indirectly receive or agree to receive, any compensation, gift, reward or gratuity in any matter or proceeding connected with, or related to, the duties of his office except as may be provided by law.

Deleted: council member or member of any board or commission

Deleted: council member or member of a board or commission

Deleted: council member or member of a board or commission

Deleted: council member or member of a board or commission

(e) No City Official shall enter into any contract with the city except as specifically authorized by state statutes. Any City Official who has a proprietary interest in an agency doing business with the city shall make known that interest in writing to the city council and the city clerk.

**Deleted:** council member or member of a board or commission

**Deleted:** council member or member of a board or commission

(1) This prohibition shall not be applicable to the professional activities of the City Attorney in his or her work as an independent contractor and legal advisor on behalf of the City.

(2) This prohibition shall not be applicable to an otherwise valid employment contract between the City and a City Official who is not elected (such as, by way of example, a City Manager or Chief of Police).

(f) All public funds shall be used for the general welfare of the people and not for personal economic gain.

(g) Public property shall be disposed of in accordance with Georgia law.

(h) No city official shall solicit or accept other employment to be performed or compensation to be received while still a city official or employee, if the employment or compensation could reasonably be expected to impair in judgment or performance of that official's or employee's city duties.

(i) If a city official accepts or is soliciting a promise of future employment from any person or entity who has a substantial interest in a person, entity or property which would be affected by any decision upon which the official might reasonably be expected to act, investigate, advise, or make a recommendation, the official shall disclose the fact to the council, board or commission on which he serves or to his supervisor and shall take no further action or matters regarding the potential future employer.

(j) No city official shall use city facilities, personnel, equipment or supplies for private purposes, except to the extent such are lawfully available to the public.

(k) No city official shall grant or make available to any person any consideration, treatment, advantage or favor beyond that which it is the general practice to grant or make available to the public at large.

(l) No city official shall directly or indirectly solicit from a person or entity a gift, loan, favor, promise, or thing of value for him/herself or another person or entity if the city official is, at the time of such solicitation, involved in any official act or action which would result in a benefit to the person or entity from whom the gift, loan, favor, promise or thing of value is solicited. However, the above prohibition shall not apply in the case of:

(1) Occasional unsolicited non-monetary gift(s) and/or trinket(s) with a value of less than one hundred dollars (\$100.00), such as a calendar, memento, pen, and/or admission to or consumption of food and/or beverages at a function, social setting or event;

(2) Award publicly presented in recognition of public service;

- (3) *Transaction authorized by and performed in accordance with O.C.G.A. § 16-10-6 as now or hereafter amended;*
- (4) *A commercially reasonable loan or other financial transaction made in the ordinary course of business by an institution or individual authorized by the laws of Georgia to engage in the making of such loan or financial transaction;*
- (5) *Campaign contributions made and reported in accordance with Georgia laws;*
- (6) *Items listed under O.C.G.A. § 16-10-2 that are specifically itemized as "a thing of value shall not include" as now or hereafter amended; or*
- (7) *Food, beverage or expenses afforded city officials, members of their families, or others that are associated with normal and customary business or social functions or activities.*

*(m) A City Official shall not directly or indirectly make use of, or permit others to make use of, official information not made available to the general public for the purpose of furthering a private interest.*

*(n) A City Official shall not use his or her position in any way to coerce, or give the appearance of coercing, another person to provide any financial benefit to such official or person within the official's immediate family, or those with whom the official has business or financial ties amounting to a substantial interest.*

*(o) A City Official shall not order any goods and services for the City without prior official authorization for such an expenditure. No City Official shall attempt to obligate the City nor give the impression of obligating the City without proper prior authorization.*

*(p) No City Official shall draw travel funds or per diem from the City for attendance at meetings, seminars, training or other educational events and fail to attend such events without promptly reimbursing the City therefore.*

*(q) No City Official shall attempt to unduly influence the outcome of a case before the Municipal Court of the City of College Park, no shall any City Official engage in ex parte communication with a municipal court judge of the City of College Park on any matter pending before the Municipal Court of the City of College Park.*

**Section 3.** **The Code of Ordinances of the City of College Park, Georgia is hereby further amended by revising Section 2-81 (Filing of Complaints), of Article V (Code of Ethics) of Chapter 2 (Administration) of the City Code to read as follows:**

*Sec. 2-81. Filing of complaints.*

- (a) *Only residents of the city may file an ethics complaint with the city. A complaint filed by a non-resident shall not be acted upon.*
- (b) *All ethics complaints shall be filed with the city clerk. The city clerk, or his/her designee, shall email a copy of such complaint to the city council, city manager and respondent within five (5) calendar days of such filing.*
- (c) *All complaints shall be submitted and signed under oath, shall be legibly drawn and shall clearly address matters within the scope of this Article.*
- (c) *To discourage the filing of complaints under this section solely for political purposes, complaints under this article against a municipal election candidate filed sixty (60) calendar days prior to the opening date of qualifying for municipal office through the date of certification of the election results will not be acted upon until the election results for that office have been certified. Deadlines under this article shall be tolled during such period. Action shall thereafter only be taken upon the ethics complaint if the candidate against whom the complaint is filed is elected to that term of office.*

**Section 4. The Code of Ordinances of the City of College Park, Georgia is hereby further amended by revising Section 2-83 (Action Upon Complaints), of Article V (Code of Ethics) of Chapter 2 (Administration) of the City Code to read as follows:**

***Sec. 2-83. Action upon complaints.***

*The mayor and council shall hear and render decisions on all ethics complaints filed with the city. A quorum for purposes of taking action upon an ethics complaint is the mayor and two council members. If the mayor is a respondent to the ethics complaint, three council members shall constitute a quorum. If less than three (3) council members are available to constitute a quorum, due to the provisions in section 2-85 and/or 2-87 of this article, a mediator, certified by the Georgia Commission on Dispute Resolution, at the mayor and council's discretion, shall be substituted for the mayor and/or any council members for purposes of acquiring a three (3) person quorum. Ethics complaints shall be reviewed as follows:*

- (a) *Preliminary review of ethics complaints:*
  - (1) *The city clerk shall schedule for a meeting to occur within sixty (60) calendar days of an ethics complaint's filing for the mayor and council to vote upon whether the complaint will be dismissed or proceed to an evidentiary hearing, and shall mail notice of such meeting to the complainant and respondent at least thirty (30) days prior to such meeting.*
  - (2) *The mayor and council may dismiss any ethics complaints that they determine is unjustified, frivolous, patently unfounded, or substantially noncompliant with this article, or fails to state facts sufficient to invoke the*



disciplinary jurisdiction of the city council. The city clerk shall mail to the complainant and respondent the outcome of the preliminary review within five (5) calendar days of such meeting. A dismissal of such complaint preliminarily herein shall not deprive the complaining party of any action such party might otherwise have at law or in equity against the City Official.

- (3) *If the mayor and council determine that the ethics complaint should proceed to an evidentiary hearing, the city clerk shall schedule for such hearing to occur within thirty (30) calendar days of the mayor and council's vote at the preliminary review. The City Official who is the subject of inquiry shall have the right to written notice of the hearing and the allegations at least seven (7) calendar days before the first hearing.*
- (b) *Evidentiary hearing on ethics complaints:*
- (1) *Should an ethics complaint proceed to an evidentiary hearing, the complainant and respondent shall have the right to be represented by counsel, present and examine the evidence and witnesses and to oppose or try to mitigate the allegations. The mayor and council may establish time limits, and other protocol, for the presentation of evidence and argument.*
  - (2) *The mayor and council shall render a final decision on the ethics complaint at an open meeting within thirty (30) calendar days of the conclusion of the hearing.*
  - (3) *The city clerk shall mail to the complainant and respondent the mayor and council's final decision on the ethics complaint within five (5) calendar days of such decision.*
- (c) *The mayor and council may vote to continue and/or postpone a scheduled meeting and/or hearing on an ethics complaint to a later selected date, as necessary. The grounds and date for the reset shall be stated in such meeting's minutes. The city clerk shall email to the complainant and respondent notice of the reset meeting date within five (5) calendar days of such vote.*

**Section 5.** The preamble of this Ordinance shall be considered to be and is hereby incorporated by reference as if fully set out herein.

**Section 6.** (a) It is hereby declared to be the intent of the Mayor and Council that all sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the Mayor and Council to be fully valid, enforceable and constitutional.

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

(c) In the event that any phrase, clause, sentence, paragraph or section of this Ordinance shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the Mayor and Council that such invalidity, unconstitutionality or unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinance and that, to the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs and sections of the Ordinance shall remain valid, constitutional, enforceable, and of full force and effect.

**Section 7.** All ordinances and parts of ordinances in conflict herewith are hereby expressly repealed.

**Section 8.** This Ordinance shall be codified in a manner consistent with the laws of the State of Georgia and the City.

**Section 9.** The effective date of this Ordinance shall be the date of adoption unless otherwise specified herein.

**SO ORDAINED** this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

**CITY OF COLLEGE PARK, GEORGIA**

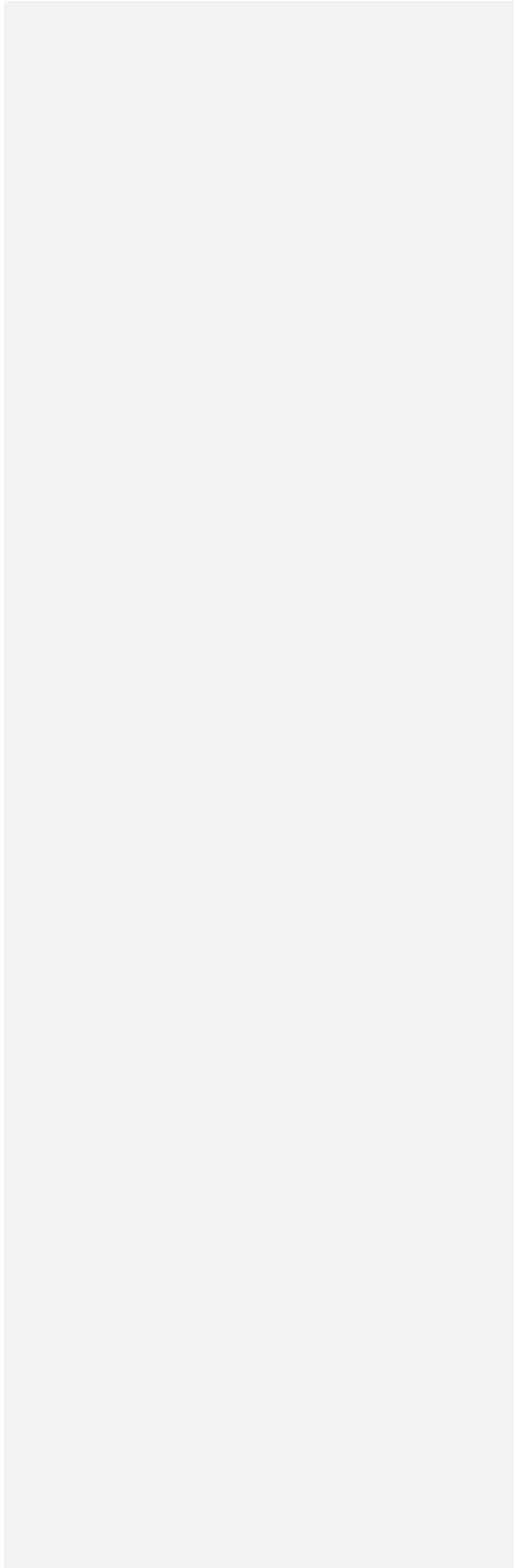
\_\_\_\_\_  
**Bianca Motley Broom**, Mayor

**ATTEST:**

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

**APPROVED BY:**

\_\_\_\_\_  
City Attorney



**STATE OF GEORGIA****CITY OF COLLEGE PARK****ORDINANCE NO. 2020-04**

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF COLLEGE PARK, GEORGIA, BY AMENDING CHAPTER 2 (ADMINISTRATION), ARTICLE V (CODE OF ETHICS) TO REVISE ETHICS GUIDELINES WITH ADDITIONAL REGULATIONS, PROHIBITIONS AND PROCEDURES; TO PROVIDE FOR SEVERABILITY; TO REPEAL CONFLICTING ORDINANCES; TO PROVIDE AN EFFECTIVE DATE; AND FOR OTHER LAWFUL PURPOSES.

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

**WHEREAS**, the City of College Park is authorized by O.C.G.A. §36-35-3 to adopt ordinances relating to its property, affairs and local government; and

**WHEREAS**, the governing authority deems it essential to the proper operation of democratic government that the public officials be, and given the appearance of being, independent, impartial and responsible to the people; that governmental decisions and policies be made in the proper channels of the governmental structure; and that public office not be used for personal gain; and

**WHEREAS**, such measures are necessary to provide the public with confidence in the integrity of its government; and

**WHEREAS**, the Mayor and City Council previously adopted a Code of Ethics to guide the proper behavior of elected and appointed officials; and

**WHEREAS**, the Mayor and City Council desire to make certain revisions to the Code of Ethics to provide for additional prohibitions and process of adjudicating same.

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

**Section 1.** The Code of Ordinances of the City of College Park, Georgia is hereby amended by revising Section 2-74 (Scope of Persons Covered), of Article V (Code of Ethics) of Chapter 2 (Administration) of the City Code to read as follows:

***Sec. 2-74. Scope of persons covered.***

*The provisions of this code of ethics shall be applicable to all members of the City Council, Planning and Zoning Commission, Board of Zoning Appeals, all advisory commissions, and committee members and appointed city officials. Notwithstanding anything herein to the contrary, state law and the Charter of the City shall be controlling in the event of an actual conflict with the provisions of this Article. This Article shall be interpreted to supplement, and not replace, said provisions of state law and Charter.*

**Section 2.** The Code of Ordinances of the City of College Park, Georgia is hereby further amended by revising Section 2-76 (Standards of Conduct), of Article V (Code of Ethics) of Chapter 2 (Administration) of the City Code to read as follows:

***Sec. 2-76. Standards of conduct.***

- (a) *No City Official shall use such position to secure special privileges or exemptions for such person or others, or to secure confidential information for any purpose other than official responsibilities.*
- (b) *No City Official, in any matter before the council, board or commission in which he has a substantial interest, shall fail to disclose for the common good for the record such interest prior to any discussion or vote.*
- (c) *No City Official shall act as an agent or attorney for another in any matter before the city council or any board or commission.*
- (d) *No City Official shall directly or indirectly receive or agree to receive, any compensation, gift, reward or gratuity in any matter or proceeding connected with, or related to, the duties of his office except as may be provided by law.*

- (e) *No City Official shall enter into any contract with the city except as specifically authorized by state statutes. Any City Official who has a proprietary interest in an agency doing business with the city shall make known that interest in writing to the city council and the city clerk.*
- (1) *This prohibition shall not be applicable to the professional activities of the City Attorney in his or her work as an independent contractor and legal advisor on behalf of the City.*
- (2) *This prohibition shall not be applicable to an otherwise valid employment contract between the City and a City Official who is not elected (such as, by way of example, a City Manager or Chief of Police).*
- (f) *All public funds shall be used for the general welfare of the people and not for personal economic gain.*
- (g) *Public property shall be disposed of in accordance with Georgia law.*
- (h) *No city official shall solicit or accept other employment to be performed or compensation to be received while still a city official or employee, if the employment or compensation could reasonably be expected to impair in judgment or performance of that official's or employee's city duties.*
- (i) *If a city official accepts or is soliciting a promise of future employment from any person or entity who has a substantial interest in a person, entity or property which would be affected by any decision upon which the official might reasonably be expected to act, investigate, advise, or make a recommendation, the official shall disclose the fact to the council, board or commission on which he serves or to his supervisor and shall take no further action or matters regarding the potential future employer.*
- (j) *No city official shall use city facilities, personnel, equipment or supplies for private purposes, except to the extent such are lawfully available to the public.*
- (k) *No city official shall grant or make available to any person any consideration, treatment, advantage or favor beyond that which it is the general practice to grant or make available to the public at large.*
- (l) *No city official shall directly or indirectly solicit from a person or entity a gift, loan, favor, promise, or thing of value for him/herself or another person or entity if the city official is, at the time of such solicitation, involved in any official act or action which would result in a benefit to the person or entity from whom the gift, loan, favor, promise or thing of value is solicited. However, the above prohibition shall not apply in the case of:*
- (1) *Occasional unsolicited non-monetary gift(s) and/or trinket(s) with a value of less than one hundred dollars (\$100.00), such as a calendar, memento, pen, and/or admission to or consumption of food and/or beverages at a function, social setting or event;*
- (2) *Award publicly presented in recognition of public service;*

- (3) *Transaction authorized by and performed in accordance with O.C.G.A. § 16-10-6 as now or hereafter amended;*
  - (4) *A commercially reasonable loan or other financial transaction made in the ordinary course of business by an institution or individual authorized by the laws of Georgia to engage in the making of such loan or financial transaction;*
  - (5) *Campaign contributions made and reported in accordance with Georgia laws;*
  - (6) *Items listed under O.C.G.A. § 16-10-2 that are specifically itemized as "a thing of value shall not include" as now or hereafter amended; or*
  - (7) *Food, beverage or expenses afforded city officials, members of their families, or others that are associated with normal and customary business or social functions or activities.*
- (m) *A City Official shall not directly or indirectly make use of, or permit others to make use of, official information not made available to the general public for the purpose of furthering a private interest.*
  - (n) *A City Official shall not use his or her position in any way to coerce, or give the appearance of coercing, another person to provide any financial benefit to such official or person within the official's immediate family, or those with whom the official has business or financial ties amounting to a substantial interest.*
  - (o) *A City Official shall not order any goods and services for the City without prior official authorization for such an expenditure. No City Official shall attempt to obligate the City nor give the impression of obligating the City without proper prior authorization.*
  - (p) *No City Official shall draw travel funds or per diem from the City for attendance at meetings, seminars, training or other educational events and fail to attend such events without promptly reimbursing the City therefore.*
  - (q) *No City Official shall attempt to unduly influence the outcome of a case before the Municipal Court of the City of College Park, no shall any City Official engage in ex parte communication with a municipal court judge of the City of College Park on any matter pending before the Municipal Court of the City of College Park.*

**Section 3. The Code of Ordinances of the City of College Park, Georgia is hereby further amended by revising Section 2-81 (Filing of Complaints), of Article V (Code of Ethics) of Chapter 2 (Administration) of the City Code to read as follows:**

*Sec. 2-81. Filing of complaints.*

- (a) *Only residents of the city may file an ethics complaint with the city. A complaint filed by a non-resident shall not be acted upon.*
- (b) *All ethics complaints shall be filed with the city clerk. The city clerk, or his/her designee, shall email a copy of such complaint to the city council, city manager and respondent within five (5) calendar days of such filing.*
- (c) *All complaints shall be submitted and signed under oath, shall be legibly drawn and shall clearly address matters within the scope of this Article.*
- (c) *To discourage the filing of complaints under this section solely for political purposes, complaints under this article against a municipal election candidate filed sixty (60) calendar days prior to the opening date of qualifying for municipal office through the date of certification of the election results will not be acted upon until the election results for that office have been certified. Deadlines under this article shall be tolled during such period. Action shall thereafter only be taken upon the ethics complaint if the candidate against whom the complaint is filed is elected to that term of office.*

**Section 4. The Code of Ordinances of the City of College Park, Georgia is hereby further amended by revising Section 2-83 (Action Upon Complaints), of Article V (Code of Ethics) of Chapter 2 (Administration) of the City Code to read as follows:**

***Sec. 2-83. Action upon complaints.***

*The mayor and council shall hear and render decisions on all ethics complaints filed with the city. A quorum for purposes of taking action upon an ethics complaint is the mayor and two council members. If the mayor is a respondent to the ethics complaint, three council members shall constitute a quorum. If less than three (3) council members are available to constitute a quorum, due to the provisions in section 2-85 and/or 2-87 of this article, a mediator, certified by the Georgia Commission on Dispute Resolution, at the mayor and council's discretion, shall be substituted for the mayor and/or any council members for purposes of acquiring a three (3) person quorum. Ethics complaints shall be reviewed as follows:*

- (a) *Preliminary review of ethics complaints:*
  - (1) *The city clerk shall schedule for a meeting to occur within sixty (60) calendar days of an ethics complaint's filing for the mayor and council to vote upon whether the complaint will be dismissed or proceed to an evidentiary hearing, and shall mail notice of such meeting to the complainant and respondent at least thirty (30) days prior to such meeting.*
  - (2) *The mayor and council may dismiss any ethics complaints that they determine is unjustified, frivolous, patently unfounded, or substantially noncompliant with this article, or fails to state facts sufficient to invoke the*



*disciplinary jurisdiction of the city council. The city clerk shall mail to the complainant and respondent the outcome of the preliminary review within five (5) calendar days of such meeting. A dismissal of such complaint preliminarily herein shall not deprive the complaining party of any action such party might otherwise have at law or in equity against the City Official.*

- (3) *If the mayor and council determine that the ethics complaint should proceed to an evidentiary hearing, the city clerk shall schedule for such hearing to occur within thirty (30) calendar days of the mayor and council's vote at the preliminary review. The City Official who is the subject of inquiry shall have the right to written notice of the hearing and the allegations at least seven (7) calendar days before the first hearing.*

(b) *Evidentiary hearing on ethics complaints:*

- (1) *Should an ethics complaint proceed to an evidentiary hearing, the complainant and respondent shall have the right to be represented by counsel, present and examine the evidence and witnesses and to oppose or try to mitigate the allegations. The mayor and council may establish time limits, and other protocol, for the presentation of evidence and argument.*

- (2) *The mayor and council shall render a final decision on the ethics complaint at an open meeting within thirty (30) calendar days of the conclusion of the hearing.*

- (3) *The city clerk shall mail to the complainant and respondent the mayor and council's final decision on the ethics complaint within five (5) calendar days of such decision.*

- (c) *The mayor and council may vote to continue and/or postpone a scheduled meeting and/or hearing on an ethics complaint to a later selected date, as necessary. The grounds and date for the reset shall be stated in such meeting's minutes. The city clerk shall email to the complainant and respondent notice of the reset meeting date within five (5) calendar days of such vote.*

**Section 5.** The preamble of this Ordinance shall be considered to be and is hereby incorporated by reference as if fully set out herein.

**Section 6.** (a) It is hereby declared to be the intent of the Mayor and Council that all sections, paragraphs, sentences, clauses and phrases of this Ordinance are or were, upon their enactment, believed by the Mayor and Council to be fully valid, enforceable and constitutional.

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

(c) In the event that any phrase, clause, sentence, paragraph or section of this Ordinance shall, for any reason whatsoever, be declared invalid, unconstitutional or otherwise unenforceable by the valid judgment or decree of any court of competent jurisdiction, it is the express intent of the Mayor and Council that such invalidity, unconstitutionality or unenforceability shall, to the greatest extent allowed by law, not render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases, clauses, sentences, paragraphs or sections of the Ordinance and that, to the greatest extent allowed by law, all remaining phrases, clauses, sentences, paragraphs and sections of the Ordinance shall remain valid, constitutional, enforceable, and of full force and effect.

**Section 7.** All ordinances and parts of ordinances in conflict herewith are hereby expressly repealed.

**Section 8.** This Ordinance shall be codified in a manner consistent with the laws of the State of Georgia and the City.

**Section 9.** The effective date of this Ordinance shall be the date of adoption unless otherwise specified herein.

**SO ORDAINED** this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

**CITY OF COLLEGE PARK, GEORGIA**

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

**ATTEST:**

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

**APPROVED BY:**

\_\_\_\_\_  
City Attorney

1 **STATE OF GEORGIA**

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3 **CITY OF COLLEGE PARK**

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**RESOLUTION NO. 2020-07**

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8

9 A RESOLUTION TO ESTABLISH THE ETHICS PRINCIPLES FOR CONDUCT OF  
10 CITY OFFICIALS; TO REPEAL CONFLICTING RESOLUTIONS; TO PROVIDE AN  
11 EFFECTIVE DATE; AND TO PROVIDE FOR OTHER LAWFUL PURPOSES.

12 **WHEREAS**, the governing body of the City of College Park, Georgia (“City”) is  
13 the Mayor and Council thereof; and

14 **WHEREAS**, the Board of Directors of the Georgia Municipal Association has  
15 established a Certified City of Ethics program; and

16 **WHEREAS**, the City of College park wishes to be certified as a Certified City of  
17 Ethics under the GMA Program; and

18 **WHEREAS**, part of the certification process requires the Mayor and Council to  
19 subscribe to the ethics principles approved by the GMA Board.

20 **BE IT AND IT IS HEREBY RESOLVED BY THE MAYOR AND COUNCIL**  
21 **OF THE CITY OF COLLEGE PARK, GEORGIA**, and by the authority thereof:

22 **SECTION I.**

23  
24 That as a group and as individuals, the governing authority subscribes to the following  
25 ethics principles and pledges to conduct its affairs accordingly:

- 26
- Serve Others, Not Ourselves.
  - Use Resources With Efficiency and Economy.
  - Treat All People Fairly.
- 27
- 28

- 29 • Use the Power of Our Position For the Well Being of Our Constituents.
- 30 • Create an Environment of Honesty, Openness and Integrity.

## 31 SECTION II.

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33 The City Clerk is hereby authorized and directed to transmit the final executed  
34 version of this Resolution to the Georgia Municipal Association, alongside the most  
35 updated version of the City Ethics Code for the purposes of submitting same for  
36 certification in the “Certified City of Ethics” Program.

## 37 SECTION III

38 (a) It is hereby declared to be the intention of the Mayor and Council that all  
39 sections, paragraphs, sentences, clauses and phrases of this Resolution are or were, upon  
40 their enactment, believed by the Mayor and Council to be fully valid, enforceable and  
41 constitutional.

42 (b) It is hereby declared to be the intention of the Mayor and Council that, to the  
43 greatest extent allowed by law, each and every section, paragraph, sentence, clause or  
44 phrase of this Resolution is severable from every other section, paragraph, sentence, clause  
45 or phrase of this Resolution. It is hereby further declared to be the intention of the Mayor  
46 and Council that, to the greatest extent allowed by law, no section, paragraph, sentence,  
47 clause or phrase of this Resolution is mutually dependent upon any other section,  
48 paragraph, sentence, clause or phrase of this Resolution.

49 (c) In the event that any phrase, clause, sentence, paragraph or section of this  
50 Resolution shall, for any reason whatsoever, be declared invalid, unconstitutional or  
51 otherwise unenforceable by the valid judgment or decree of any court of competent  
52 jurisdiction, it is the express intent of the Mayor and Council that such invalidity,

53 unconstitutionality or unenforceability shall, to the greatest extent allowed by law, not  
 54 render invalid, unconstitutional or otherwise unenforceable any of the remaining phrases,  
 55 clauses, sentences, paragraphs or sections of the Resolution and that, to the greatest extent  
 56 allowed by law, all remaining phrases, clauses, sentences, paragraphs and sections of the  
 57 Resolution shall remain valid, constitutional, enforceable, and of full force and effect.

58 **SECTION IV**

59 All resolutions and parts of resolutions in conflict herewith are hereby expressly  
 60 repealed.

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62 **RESOLVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

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**CITY OF COLLEGE PARK, GEORGIA**

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**BIANCA MOTLEY BROOM, Mayor**

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70 **ATTEST:**

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**SHAVALA MOORE, City Clerk**

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78 **APPROVED AS TO FORM:**

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\_\_\_\_\_  
 City Attorney

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# CITY OF COLLEGE PARK

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

## REG SESSION AGENDA REQUEST

DOC ID: 8040

**DATE:** April 1, 2020

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

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

**RE:** REVISED - FY2020-21 Budget Meeting Schedule

**PURPOSE:** To present for approval a revised schedule outlining dates and times that the City Manager, Director of Finance and Accounting and the Department Directors will hold budget work sessions with the Mayor and City Council for Budget Year 2020-21.

**REASON:** To revise establish dates and times for budget meetings as well as receive direction from the Mayor and City Council on the general policies to follow in the completion of the 2020-2021 annual budget.

**RECOMMENDATION:** Approval of the attached revised Mayor and Council Departmental Budget Meetings Schedule (Fiscal Year 2020-2021).

**BACKGROUND:** Each year as part of the annual budget process, the Mayor and City Council meets with each Department Directors to review annual budget requests. A calendar is developed to coordinate this effort and to ensure that required timeframes are met for formal adoption of the budget by June 30, 2020.

**COST TO CITY:** Not applicable.

**BUDGETED ITEM:** Not applicable.

**REVENUE TO CITY:** Not applicable.

**CITY COUNCIL HEARING DATE:** April 6, 2020.

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** Federal Aviation Administration

**AFFECTED AGENCIES:** All City departments.

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

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

**STAFF:** All Department Directors, City Manager, Mayor and City Council

**ATTACHMENTS:**

- FY 2020-21 Mayor Council Budget Meetings Schedule\_REVISIED 03-27-2020 (DOC)

**Review:**

- Terrence R. Moore Completed 04/01/2020 2:09 PM
- Rosyline Robinson Completed 04/01/2020 2:14 PM
- Althea Philord-Bradley Completed 04/01/2020 4:40 PM
- Shavala Moore Completed 04/01/2020 6:16 PM
- Terrence R. Moore Completed 04/02/2020 1:51 PM
- Mayor & City Council Pending 04/06/2020 7:30 PM





**MAYOR AND COUNCIL**  
**Departmental Budget Meetings Schedule**  
 (Fiscal Year 2020-2021)

<p><b>April 8, 2020</b> – 6:30pm (Wednesday) – Personnel Matters; Capital Outlay; FAA, Legislative and Executive; Business License; Financial Administration; Accounting; Human Resources; Information Technology;</p>
<p><b>April 15, 2020</b> – 6:30pm (Wednesday) – Public Information Office; Golf; Recreation-Administration, Programs, Facilities, CDBG; Power-Line, Warehouse; Customer Service, Meter Reading; Purchasing;</p>
<p><b>April 21, 2020</b> – 6:30pm (Tuesday) – Public Works-Administration, Highways &amp; Streets, Building &amp; Grounds, Parks; Sanitation; Storm Water Utility; Water/Sewer; Engineering;</p>
<p><b>April 22, 2020</b> – 6:30pm (Wednesday) – Police-Administration, Investigations, Patrol, Corrections, Court, E911 Communications, Confiscated &amp; State Drug Funds; Grants; Hospitality; Car Rental Tax Fund; DMO;</p>
<p><b>April 29, 2020</b> – 6:30pm (Wednesday) – Inspections; Economic Development; Main Street, BIDA; Fire-Administration, Suppression, EMS &amp; SPLOST; GICC Special District Tax; Convention Center/Gateway Arena; Other Considerations.</p>
<p><b>May 18, 2020</b> – (Monday) Advertise Public Hearings in South Fulton Neighbor Newspaper.</p>
<p><b>June 1, 2020</b> – (Monday) 1<sup>st</sup> Public Hearing on Proposed Budget.</p>
<p><b>June 15, 2020</b> – (Monday) 2<sup>nd</sup> Public Hearing on Proposed Budget.</p>
<p><b>June 15, 2020</b> – (Monday) Adopt FY 2020-2021 Budget.</p>
<p><b>July 1, 2020</b> – FY 2020-2021 Budget effective date.</p>

Updated: March 27, 2020



# CITY OF COLLEGE PARK

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

## REG SESSION AGENDA REQUEST

DOC ID: 8030

**DATE:** April 1, 2020

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

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

**FROM:** Hugh Richardson, Power Director

**RE:** MEAG Power Year End Settlement (YES) Refund

**PURPOSE:** The purpose is to receive approval of the recommended disbursement of year-end-settlement refund due to the City of College Park from MEAG Power Projects.

**REASON:** Annually, MEAG Power provides each participant with an annual budget that identifies the next calendar year's forecasted operating costs and debt service requirements. At the end of each year, MEAG Power compares the aggregate amounts billed to the participants to the actual cost amounts through the year-end settlement process. Any over recovery of funds from MEAG Power Projects is refunded to the participant.

**RECOMMENDATION:** Apply the \$1,230,087 to the monthly MEAG Power bill spread evenly over 12 months at \$102,507.25 per month.

**BACKGROUND:** The City elected last year to credit \$705,663 to monthly power billing from MEAG Power. Prior to 2019, the YES was mainly credited to the monthly power bill from MEAG with the exceptions of 2014 and 2017 when the YES was deposited into the Municipal Competitive Trust Fund - Flexible Operating Account Short Term Portfolio, and a partial deposit in 2013. The deposits were made to hold in reserve to help offset power costs after the Municipal Competitive Trust Fund - Restricted Account was depleted in 2018.

	MEAG YES Funds	Applied To:	
		Power Cost Credit	MCT Flexible Account
2009	644,575	644,575	
2010	1,128,649	1,128,649	
2011	639,167	639,167	
2012	834,106	834,106	
2013	1,926,746	926,746	1,000,000
2014	1,424,918	-	1,424,918
2015	1,192,699	1,192,699	

2016	1,437,500	1,437,500	
2017	1,870,048		1,870,048
2018	1,145,772	1,145,772	
2019	705,663	705,663	

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

**BUDGETED ITEM:** Yes

**REVENUE TO CITY:** \$1,230,087.00

**CITY COUNCIL HEARING DATE:** April 6, 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:** Power Department

**ATTACHMENTS:**

- MEAG Power YES Election Form for 2019 (PDF)

**Review:**

- Hugh Richardson Completed 03/23/2020 3:29 PM
- Rosyline Robinson Completed 03/25/2020 5:00 PM
- Finance Completed 04/01/2020 8:01 AM
- Terrence R. Moore Completed 04/01/2020 2:07 PM
- Mayor & City Council Pending 04/06/2020 7:30 PM



**TO: C. Hugh Richardson, Power Director  
City of College Park**

**FROM: Edward E. Easterlin**   
**Sr. Vice President & CFO**

**DATE: March 23, 2020**

**SUBJECT: MEAG Power's 2019 Year-end Settlement**

The 2019 Year-End Settlement was approved by the MEAG Power Board of Directors on March 19, 2020. In summary, net billings to Participants and other adjustments exceeded costs by \$28,029,179. Included in the over-recovery amount is an under-collection of \$73,151 in Project M.

Per the Amended and Restated Non-PPA Power Sales Contract (Project M), the under-collection will be collected in 10 equal installments on the Project M Participants monthly bills.

The attached election form identifies your city's refund amount as well as the investment options available for your City/Utility Commission's year-end settlement refund. Transfers to the Municipal Competitive Trust will be completed on a weekly basis as the approved election forms are received. Credits to monthly billings, if applicable, will begin the first month following the receipt of the election form.

A copy of your prior election form is attached to allow review of the previous election. Please complete the enclosed 2019 election form and return it as soon as possible, but no later than April 30, 2020.

Please feel free contact Cindy Clarke at 770-563-0456, your assigned Regional Manager or me at 678-202-3095 with any questions or comments.

Attachments

c: Stuart Jones

# City of College Park

## MEAG POWER PROJECTS 2019 YEAR-END SETTLEMENT ELECTION FORM

The 2019 year-end settlement refund from MEAG Power applicable to your City/Utility Commission is:

<b>Year-end Settlement Refund</b>	<b>\$1,230,087</b>
-----------------------------------	--------------------

Please complete the following form with respect to the distribution of the above refunds. This election form is to be completed by the City's designated officer(s) authorized to direct the utilization of funds in the Municipal Competitive Trust.

We hereby direct that the following amount of funds available from the 2019 Year-end Settlement from MEAG Power be distributed as follows:

### A. DEPOSIT TO THE MUNICIPAL COMPETITIVE TRUST

1. Flexible Operating Account—Short Term Portfolio	_____ %	\$ _____
2. Flexible Operating Account—Intermediate Term Portfolio	_____ %	\$ _____
3. Flexible Operating Account, Intermediate Extended Maturity Portfolio*	_____ %	\$ _____
4. New Generation and Capacity Funding Account—Short Term Portfolio	_____ %	\$ _____
5. New Generation and Capacity Funding Account—Intermediate Term Portfolio	_____ %	\$ _____
6. New Generation and Capacity Funding Account –Intermediate Extended Maturity Portfolio*	_____ %	\$ _____

*Subtotal of Dollars into Municipal Competitive Trust* \$ \_\_\_\_\_

### B. CREDIT TO MEAG POWER MONTHLY BILL:

Credit \$ \_\_\_\_\_ dollars evenly over \_\_\_\_\_ number of month(s) \$ \_\_\_\_\_

*Subtotal of Dollars to be Credited to Monthly Bill* \_\_\_\_\_

**TOTAL YES REFUND** **\$1,230,087**

If you would like the selection(s) you made above to be permanent, until you notify us in writing otherwise, please check this box. This permanent selection will apply only to your MEAG Core Projects year-end settlement over-recovery.

\* By authorizing the transfer into the new Intermediate Extended Maturity Portfolio, the undersigned acknowledges the following potential liquidity restrictions:

Under normal circumstances there will be no restrictions on investment purchases into or sales of shares from the Intermediate Extended Maturity Portfolio. On the occurrence of an event that has a material impact on liquidity or operations of the Intermediate Extended Maturity Portfolio, as determined by MEAG Power in its role providing direction to the Municipal Competitive Trust Trustee, MEAG Staff may limit purchases into or sales from the Intermediate Extended Portfolio for a period not to exceed 120 days. Restrictions on investments or sales beyond 120 days would require authorization from the MEAG Board. Such restrictions shall be immediately disclosed to all beneficiaries investing in the Intermediate Extended Maturity Portfolio of the Municipal Competitive Trust as well as the Trustee of the Municipal Competitive Trust (US Bank or its successor).

# City of College Park

## MEAG POWER PROJECTS 2019 YEAR-END SETTLEMENT ELECTION FORM

For the election form to be complete, both of the signatures listed below are required.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
**The Honorable Bianca Motley Broom**  
**Mayor of College Park**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
**Ambrose Clay**  
**Mayor Pro-Tem**

To be included on your next bill, the form must be returned no later than April 30, 2020 to:

MEAG Power  
c/o Cindy Carter  
1470 Riveredge Parkway NW  
Atlanta, GA 30328  
ccarter@meagpower.org  
Phone: 770-563-0526

# City of College Park

## MEAG POWER PROJECTS 2018 YEAR-END SETTLEMENT ELECTION FORM

**The 2018 year-end settlement refund from MEAG Power applicable to your City/Utility Commission is:**

<b>Year-end Settlement Refund</b>	<b>\$705,663</b>
-----------------------------------	------------------

Please complete the following form with respect to the distribution of the above refunds. This election form is to be completed by the City's designated officer(s) authorized to direct the utilization of funds in the Municipal Competitive Trust.

**We hereby direct that the following amount of funds available from the 2018 Year-end Settlement from MEAG Power be distributed as follows:**

**A. DEPOSIT TO THE MUNICIPAL COMPETITIVE TRUST**

1. Flexible Operating Account—Short Term Portfolio	%	\$
2. Flexible Operating Account—Intermediate Term Portfolio	%	\$
3. Flexible Operating Account, Intermediate Extended Maturity Portfolio*	%	\$
4. New Generation and Capacity Funding Account—Short Term Portfolio	%	\$
5. New Generation and Capacity Funding Account—Intermediate Term Portfolio	%	\$
6. New Generation and Capacity Funding Account –Intermediate Extended Maturity Portfolio*	%	\$
		\$ 0
<i>Subtotal of Dollars into Municipal Competitive Trust</i>		_____

**B. CREDIT TO MEAG POWER MONTHLY BILL:**

Credit \$ 58,805.25 dollars evenly over 12 number of month(s)

*Subtotal of Dollars to be Credited to Monthly Bill* \$ 705,663

<b>TOTAL YES REFUND</b>	<b>\$705,663</b>
-------------------------	------------------

If you would like the selection(s) you made above to be permanent, until you notify us in writing otherwise, please check this box. This permanent selection will apply only to your MEAG Core Projects year-end settlement over-recovery.

\* By authorizing the transfer into the new Intermediate Extended Maturity Portfolio, the undersigned acknowledges the following potential liquidity restrictions:


Under normal circumstances there will be no restrictions on investment purchases into or sales of shares from the Intermediate Extended Maturity Portfolio. On the occurrence of an event that has a material impact on liquidity or operations of the Intermediate Extended Maturity Portfolio, as determined by MEAG Power in its role providing direction to the Municipal Competitive Trust Trustee, MEAG Staff may limit purchases into or sales from the Intermediate Extended Portfolio for a period not to exceed 120 days. Restrictions on investments or sales beyond 120 days would require authorization from the MEAG Board. Such restrictions shall be immediately disclosed to all beneficiaries investing in the Intermediate Extended Maturity Portfolio of the Municipal Competitive Trust as well as the Trustee of the Municipal Competitive Trust (US Bank or its successor).

# City of College Park

## MEAG POWER PROJECTS 2018 YEAR-END SETTLEMENT ELECTION FORM

For the election form to be complete, both of the signatures listed below are required.

By:  \_\_\_\_\_ Date: 4/18/2019  
The Honorable Jack P. Longino  
Mayor of College Park

By:  \_\_\_\_\_ Date: 4-18-2019  
Tracey Wyatt  
Mayor Pro-Tem

To be included on your next bill, the form must be returned no later than April 30, 2019 to:

MEAG Power  
c/o Cindy Carter  
1470 Riveredge Parkway NW  
Atlanta, GA 30328  
ccarter@meagpower.org  
Phone: 770-563-0526  
Fax: 1-866-512-9485





# CITY OF COLLEGE PARK

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

## REG SESSION AGENDA REQUEST

DOC ID: 8056

**DATE:** April 1, 2020

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

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

**FROM:** Artie Jones, Director of Economic Development

**RE:** BIDA Board Membership Conduct

Please refer to the attached letter from BIDA Attorney Dan Lee addressed to Mrs. Subrenia Willis, BIDA Board Member At-Large. It is alleged that BIDA Board Member Willis has claimed multiple homestead exemptions in College Park, Fulton County, GA. The Fulton County Tax Assessors Office verified that Mrs. Subrenia Willis has claimed multiple homestead exemptions as was alleged. A certified copy of those documents is being presented as a part of this agenda transmittal.

### ATTACHMENTS:

- Willis\_Certified Letter from Dan Lee (PDF)
- Coverletter for Willis item (PDF)
- Willis pages 1-18 (PDF)

### Review:

- Artie Jones            Completed    03/30/2020 11:27 AM
- Rosylne Robinson    Completed    03/31/2020 9:48 AM
- Toni Boyd Pending
- Dan Lee    Pending
- City Attorney's Office    Pending
- Terrence R. Moore    Completed    04/02/2020 4:49 PM
- Mayor & City Council    Pending        04/06/2020 7:30 PM



**FREEMAN MATHIS & GARY, LLP**  
Attorneys at Law

100 Galleria Parkway  
Suite 1600  
Atlanta, GA 30339-5948

Tel: 770.818.0000

[www.fmglaw.com](http://www.fmglaw.com)

**Daniel W. Lee**  
Attorney at Law

Writer's Direct Access  
404-964-8970

[DLee@fmglaw.com](mailto:DLee@fmglaw.com)

February 28, 2020

**VIA FEDEX OVERNIGHT DELIVERY: 777890164747**

Ms. Subrenia Willis  
1927 John Calvin Ave  
College Park GA 30337

IN RE: Regular Meeting March 12, 2020, Agenda Item, Board Membership Conduct

Dear Subrenia,

Attached please find a copy of a statement dated February 26, 2020 from the Fulton County Board of Assessors indicating you have improperly declared eligibility for three different homestead exemptions in the City of College Park.

The issue as to whether this conduct rises to the level of cause for affecting membership to the BIDA Board will be on the agenda of the regularly scheduled Board meeting March 12, 2020.

As I mentioned to you, if you would like to discuss the matter prior to the meeting please let me know.

Very truly yours,  
**FREEMAN MATHIS & GARY, LLP**

Daniel W. Lee  
Attorney for the College Park Business and  
Industrial Development Authority

DWL:tcb  
Enclosure

Cc: Mayor Bianca Motley Broom (*via email only w/enclosure*)  
Chairman Eleanor Cornelius (*via email only w/enclosure*)  
Mr. Artie Jones, III (*via email only w/enclosure*)  
Winston Denmark, Esq. (*via email only w/enclosure*)

# FULTON COUNTY BOARD OF ASSESSORS



Salma H. Ahmed, Chair  
 Michael Fitzgerald, Vice-Chair  
 Lisa B. Aman  
 Edward London  
 Pamela J. Smith

Dwight Robinson, *Chief Appraiser*

February 26, 2020

WILLIS SUBRENIA  
 WILLIS SABRINA  
 WILLIS REX & SUBRENIA

Re: STREET: 3505 VICTORIA ST, 1926 WEST JOHN CALVIN AVE & 3524 VICTORIA ST  
 PARCEL #14 016200170410, 14 016200180575 & 14 016200180161

To whom it may concern,

Per our tax records the above reference taxpayers has been claiming homestead exemptions on the reference property for several years.

If you required additional information you may contact me at 404-612-9184

Sincerely,

Florence Brooks  
 Homestead Manager  
 Fulton County Board of Assessors  
 Homestead Division  
 Peachtree Center North Tower  
 235 Peachtree St NE, Suite 1100  
 Atlanta, GA 30303



March 13, 2020

**RE: Subrenia Willis – Homestead Exemption**

Mayor and City Council,

Please find attached documentation received from Clearly College Park Attorney Dan Lee. On Thursday, March 12<sup>th</sup> the Clearly College Park Board of Directors met and discussed board membership conduct of Board Member Mrs. Subrenia Willis. After the discussion it was voted upon and unanimously approved by the Clearly College Park Board of Directors to forward to the City Council if Mrs. Willis “false or fraudulent claim for exemption on multiple properties” should be ground for removal from the Clearly College Park Board of Directors.

Attorney Dan Lee has provided a legal determination on the subject and a certified copy of the homestead records from the Board of Assessors Office of Atlanta / Fulton County is also attached. Attorney Dan Lee will be available on Monday evening, March 16, 2020 during the regular city council meeting to address any questions that the City Council may have.

If you should have any questions please contact me and/or Dan Lee.

Sincerely,

Artie Jones, III, Executive Director  
Clearly College Park

XC: Winston Denmark, City Attorney  
Dan Lee, Clearly College Park Attorney  
Eleanor Cornelius, Clearly College Park Chairlady



To: Mayor Bianca Motley Broom  
From: BIDA Attorney  
Date: March 13, 2020  
Re: Claim of Multiple Homestead Exemptions

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### **A. Overview**

It has been brought to the attention of the City of College Park that BIDA Board Member Subrenia Willis has been claiming three simultaneous homestead exemptions on three separate properties that she owns. An individual is only permitted to claim one homestead exemption. The act of claiming three simultaneous homestead exemptions is not permitted by law and is conduct unbecoming of a BIDA Board Member.

### **B. Factual Overview and Law**

Subrenia Willis is listed as the individual claiming homestead exemptions on three separate properties. The three properties are 3524 Victoria St, College Park, GA 30337 (Property ID Number: 14-0162-0018-016-1), 3505 Victoria St., College Park, GA 30037 (Property ID Number: 14-0162-0017-041-0), and 1926 West John Calvin Ave., College Park, GA 30349 (Property ID Number: 14-0162-0018-057-5). All properties are located in Fulton County. Florence Brooks, Fulton County Homestead Manager, has confirmed that according to the tax records Subrenia Willis “has been claiming homestead exemptions on the reference property [above] for several years.”

The applications and tax records obtained and included with this memorandum show that Subrenia Willis has been claiming a homestead exemption on 3524 Victoria St, College Park, GA 30337 (Property ID Number: 14-0162-0018-016-1) from 2000 until the current tax year (2020); for 3505 Victoria St., College Park, GA 30037 (Property ID Number: 14-0162-0017-041-0) from 2001 until the current tax year (2020), and for 1926 West John Calvin Ave., College Park, GA 30349 (Property ID Number: 14-0162-0018-057-5) from 2001 until the current tax year (2020).

O.C.G.A. § 48-5-45(b)(1) permits an individual to claim a homestead exemption so long as they qualify according to the requirements found in O.C.G.A. § 48-5-40. This statute states in O.C.G.A. § 48-5-40(3)(G) that “[i]n the event an individual who is the applicant owns two or more dwelling houses, he shall be allowed the exemption granted by law on only one of the houses. Only one homestead shall be allowed to one immediate family group.” Therefore, no matter how many properties an individual owns, the individual may only claim one homestead exemption.

If an individual makes a “false or fraudulent claim for exemption” when claiming a homestead exemption, then this is an “unlawful” act and “[a]ny person who violates this Code section shall be guilty of a misdemeanor. In addition, the property shall be taxed in an amount double the tax otherwise to be paid.” O.C.G.A. § 48-5-51(a)(1), (b).

### C. Conclusion

It is a violation of the law for an individual to simultaneously claim more than one homestead exemption. Subrenia Willis has simultaneously been claiming three homestead exemptions on three properties she owns from 2001 until the current tax year (2020). Therefore, Subrenia Willis has conducted herself in a way not permitted by law, and this conduct is unbecoming of a BIDA Board Member.

# FULTON COUNTY BOARD OF ASSESSORS



Salma H. Ahmed, Chair  
 Michael Fitzgerald, Vice-Chair  
 Lisa B. Aman  
 Edward London  
 Pamela J. Smith

Dwight Robinson, *Chief Appraiser*

February 26, 2020

WILLIS SUBRENIA  
 WILLIS SABRINA  
 WILLIS REX & SUBRENIA

Re: STREET: 3505 VICTORIA ST, 1926 WEST JOHN CALVIN AVE & 3524 VICTORIA ST

PARCEL #14 016200170410, 14 016200180575 & 14 016200180161

To whom it may concern,

Per our tax records the above reference taxpayers has been claiming homestead exemptions on the reference property for several years.

If you required additional information you may contact me at 404-612-9184

Sincerely,

Florence Brooks  
 Homestead Manager  
 Fulton County Board of Assessors  
 Homestead Division  
 Peachtree Center North Tower  
 235 Peachtree St NE, Suite 1100  
 Atlanta, GA 30303

235 Peachtree Street, NE ♦ Atlanta, Georgia 30303 ♦ (404) 612-6440 ♦ [www.fultonassessor.org](http://www.fultonassessor.org)  
 Suite 1100 – Commercial, Homestead, Field Book, GIS  
 Suite 1200 – Residential, Exempt Properties, Standards  
 Suite 1400 – Administration, Business Personal Property

ANNUAL NOTICE OF ASSESSMENT

DUPLICATE PT-306 (revised May 2018)

**FULTON COUNTY ASSESSORS OFFICE**

235 Peachtree St. NE, Suite 1400  
 Atlanta, GA 30303  
 (404) 612-6440

**Official Tax Matter - 2019 Tax Year**

This correspondence constitutes an official notice of ad valorem assessment for the tax year shown above.

**Annual Assessment Notice Date: 06/18/2019**  
**Last date to file a written appeal: 08/02/2019**

WILLIS RFX & SUBRENIA  
 3524 VICTORIA ST  
 COLLEGE PARK GA 30337

\*\*\*This is not a tax bill - Do not send payment\*\*\*

County property records are available online at:  
[www.fultonassessor.org](http://www.fultonassessor.org)

The amount of your ad valorem tax bill for the year shown above will be based on the **Appraised** (100%) and **Assessed** (40%) values specified in **BOX 'B'** of this notice. **You have the right to submit an appeal regarding this assessment to the County Board of Tax Assessors.** If you wish to file an appeal, you must do so in writing no later than 45 days after the date of this notice. If you do not file an appeal by this date, your right to file an appeal will be lost. Appeal forms which may be used are available at <http://dor.georgia.gov/documents/property-tax-appeal-assessment-form>.

At the time of filing your appeal you must select one of the following appeal methods:

- (1) County Board of Equalization (value, uniformity, denial of exemption, or taxability)
- (2) Arbitration (value)
- (3) County Hearing Officer (value or uniformity, on non-homestead real property or wireless personal property valued, in excess of \$500,000)

All documents and records used to determine the current value are available upon request. For further information regarding this assessment and filing an appeal, you may contact the county Board of Tax Assessors which is located at 235 Peachtree St. NE, Ste. 1400, Atlanta and which may be contacted by telephone at: 404-612-6440. **Your staff contact is Jafari Farmer.**

Additional information on the appeal process may be obtained at <http://dor.georgia.gov/property-tax-real-and-personal-property>

Account Number	Property ID Number	Acreage	Tax Dist	Covenant Year	Homestead
1431875	14 -0162-0018-016-1	.23	COLLEGE PARK		YES - HF11
<b>Property Description</b>	R1 - Residential Improvement NBHD - 1455				
<b>Property Address</b>	3524 VICTORIA ST				
	Taxpayer Returned Value	Previous Year Fair Market Value	Current Year Fair Market Value	Current Year Other Value	
<b>100% Appraised Value</b>		200,500	205,300		
<b>40% Assessed Value</b>		80,200	82,120		

**Reasons for Assessment Notice**

Value adjusted to reflect current market or uniformity

The estimate of your ad valorem tax bill for the current year is based on the previous or most applicable year's net millage rate and the fair market value contained in this notice. The actual tax bill you receive may be more or less than this estimate. This estimate may not include all eligible exemptions.

Taxing Authority	Other Exempt	Homestead Exempt	Net Taxable	Millage	Estimated Tax
FULTON OPER		50,000	32,120	.010200	327.62
FULTON BONDS		10,000	72,120	.000230	16.59
FUL SCHOOL OPER		11,696	70,424	.017796	1,253.27
<b>Total County Tax</b>					<b>1,597.48</b>
COLLEGE PARK			82,120	.012619	1,036.27
Total City Tax					1,036.27
STATE		82,120	0	.000000	.00
<b>Total Estimated Tax</b>					<b>2,633.75</b>



ANNUAL NOTICE OF ASSESSMENT

DUPLICATE PT-306 (revised May 2018)

FULTON COUNTY ASSESSORS OFFICE

235 Peachtree St. NE, Suite 1400  
 Atlanta, GA 30303  
 (404) 612-6440

Official Tax Matter - 2019 Tax Year

This correspondence constitutes an official notice of ad valorem assessment for the tax year shown above.

Annual Assessment Notice Date: **06/18/2019**  
 Last date to file a written appeal: **08/02/2019**

WILLIS SUBRENIA  
 3505 VICTORIA ST  
 COLLEGE PARK GA 30337

\*\*\*This is not a tax bill - Do not send payment\*\*\*

County property records are available online at:  
[www.fultonassessor.org](http://www.fultonassessor.org)

The amount of your ad valorem tax bill for the year shown above will be based on the **Appraised** (100%) and **Assessed** (40%) values specified in **BOX 'B'** of this notice. **You have the right to submit an appeal regarding this assessment to the County Board of Tax Assessors.** If you wish to file an appeal, you must do so in writing no later than 45 days after the date of this notice. If you do not file an appeal by this date, your right to file an appeal will be lost. Appeal forms which may be used are available at <http://dor.georgia.gov/documents/property-tax-appeal-assessment-form>.

At the time of filing your appeal you must select one of the following appeal methods:

- A (1) County Board of Equalization (value, uniformity, denial of exemption, or taxability)
- (2) Arbitration (value)
- (3) County Hearing Officer (value or uniformity, on non-homestead real property or wireless personal property valued, in excess of \$500,000)

All documents and records used to determine the current value are available upon request. For further information regarding this assessment and filing an appeal, you may contact the county Board of Tax Assessors which is located at 235 Peachtree St. NE, Ste. 1400, Atlanta and which may be contacted by telephone at: 404-612-6440. **Your staff contact is Jafari Farmer.**

Additional information on the appeal process may be obtained at <http://dor.georgia.gov/property-tax-real-and-personal-property>

Account Number	Property ID Number	Acreage	Tax Dist	Covenant Year	Homestead
1431514	14 -0162-0017-041-0	.10	COLLEGE PARK		YES - HF01
<b>Property Description</b>	R1 - Residential Improvement NBHD - 1455				
<b>Property Address</b>	3505 VICTORIA ST				
	Taxpayer Returned Value	Previous Year Fair Market Value	Current Year Fair Market Value	Current Year Other Value	
<b>100% Appraised Value</b>		248,100	254,000		
<b>40% Assessed Value</b>		99,240	101,600		

Reasons for Assessment Notice

Value adjusted to reflect current market or uniformity

The estimate of your ad valorem tax bill for the current year is based on the previous or most applicable year's net millage rate and the fair market value contained in this notice. The actual tax bill you receive may be more or less than this estimate. This estimate may not include all eligible exemptions.

Taxing Authority	Other Exempt	Homestead Exempt	Net Taxable	Millage	Estimated Tax
FULTON OPER		30,000	71,600	.010200	730.32
FULTON BONDS			101,600	.000230	23.37
FUL SCHOOL OPER		4,165	97,435	.017796	1,733.95
<b>Total County Tax</b>					<b>2,487.64</b>
COLLEGE PARK			101,600	.012619	1,282.09
Total City Tax					1,282.09
STATE		2,000	99,600	.000000	.00
<b>Total Estimated Tax</b>					<b>3,769.73</b>

ANNUAL NOTICE OF ASSESSMENT

DUPLICATE PT-306 (revised May 2018)

FULTON COUNTY ASSESSORS OFFICE

235 Peachtree St. NE, Suite 1400  
 Atlanta, GA 30303  
 (404) 612-6440

Official Tax Matter - 2019 Tax Year

This correspondence constitutes an official notice of ad valorem assessment for the tax year shown above.

Annual Assessment Notice Date: **06/18/2019**  
 Last date to file a written appeal: **08/02/2019**

WILLIS SARRINA  
 1926 JOHN CALVIN AVE  
 COLLEGE PARK GA 30349

\*\*\*This is not a tax bill - Do not send payment\*\*\*

County property records are available online at:  
[www.fultonassessor.org](http://www.fultonassessor.org)

The amount of your ad valorem tax bill for the year shown above will be based on the **Appraised** (100%) and **Assessed** (40%) values specified in **BOX 'B'** of this notice. **You have the right to submit an appeal regarding this assessment to the County Board of Tax Assessors.** If you wish to file an appeal, you must do so in writing no later than 45 days after the date of this notice. If you do not file an appeal by this date, your right to file an appeal will be lost. Appeal forms which may be used are available at <http://dor.georgia.gov/documents/property-tax-appeal-assessment-form>.

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- (2) Arbitration (value)
- (3) County Hearing Officer (value or uniformity, on non-homestead real property or wireless personal property valued, in excess of \$500,000)

All documents and records used to determine the current value are available upon request. For further information regarding this assessment and filing an appeal, you may contact the county Board of Tax Assessors which is located at 235 Peachtree St. NE, Ste. 1400, Atlanta and which may be contacted by telephone at: 404-612-6440. **Your staff contact is Jafari Farmer.**

Additional information on the appeal process may be obtained at <http://dor.georgia.gov/property-tax-real-and-personal-property>

A

B

Account Number	Property ID Number	Acreage	Tax Dist	Covenant Year	Homestead
5289206	14 -0162-0018-057-5	.42	COLLEGE PARK		YES - HF01
<b>Property Description</b>	R1 - Residential Improvement NBHD - 1455				
<b>Property Address</b>	1926 WEST JOHN CALVIN AVE				
	Taxpayer Returned Value	Previous Year Fair Market Value	Current Year Fair Market Value	Current Year Other Value	
<b>100% Appraised Value</b>		207,000	211,900		
<b>40% Assessed Value</b>		82,800	84,760		
<b>Reasons for Assessment Notice</b>					
Value adjusted to reflect current market or uniformity					

The estimate of your ad valorem tax bill for the current year is based on the previous or most applicable year's net millage rate and the fair market value contained in this notice. The actual tax bill you receive may be more or less than this estimate. This estimate may not include all eligible exemptions.

C

Taxing Authority	Other Exempt	Homestead Exempt	Net Taxable	Millage	Estimated Tax
FULTON OPER		82,017	2,743	.010200	27.98
FULTON BONDS			84,760	.000230	19.49
FUL SCHOOL OPER		3,793	80,967	.017796	1,440.89
<b>Total County Tax</b>					<b>1,488.36</b>
COLLEGE PARK			84,760	.012619	1,069.59
Total City Tax					1,069.59
STATE		2,000	82,760	.000000	.00
<b>Total Estimated Tax</b>					<b>2,557.95</b>

HOMESTEAD FILING DEADLINE: June 1, 2003

REAL PROPERTY RETURN DEADLINE: April 1, 2003



Fulton County Board of Assessors  
 141 Pryor Street, S.W., Suite 1047B  
 Atlanta, Ga 30303  
 (404) 224-0102

05/30/2003  
 Date

REAL ESTATE PROPERTY TAX RETURN AND APPLICATION FOR BASIC HOMESTEAD

Parcel Identification	Address	Alternate Key	Class/Strata	Tax District	Year
14 -0162-0017-041-0	3505 VICTORIA ST Atlanta/Fulton County	1431514	R1	15	2003

WILLIS SUBRENIA  
~~1927 JOHN CALVIN AVE~~  
~~COLLEGE PARK GA 30337~~

FEB 24 2020

*Arredondo*

3505 VICTORIA ST  
 College Park GA 30337

Custodian of Records

Fulton County Board of Assessors

Lot/Block/Acres	Book Page
	30282 687
Land Value	Fair Market Value
39,900	211,300

Listed above is the fair market value used for your property for the previous year. If you have indicated a change in value in the space provided below, the Board of Assessors will perform a review. If your value is not accepted by the Board of Assessors an assessment notice will be mailed to you after the tax return deadline giving you details of the appeal process and how to proceed.

OATH OF TAXPAYER: Georgia Law O.C.G.A. Section 48-5-19. "I do solemnly swear that I have carefully read (or have heard read) and have duly considered the questions propounded in the foregoing tax list, and that the value placed by me on the property returned, as shown by the list, is the true market value thereof; and I further swear that I returned, for the purpose of being taxed thereon, every species of the property that I own in my own right, or have control of, either as agent, executor, administrator, or otherwise; and that making said return, for the purpose of being taxed thereon, I have not attempted, either by transferring my property to another by any other means, to evade the laws governing taxation in this state. I do further swear that making said return I have done so by estimating that true worth and value of every species of property contained therein."

Owner's Estimate of Fair Market Value as of January 1<sup>st</sup>, 2003. Taxpayer Assessment (TPA) \$

HOME PHONE 404-7161-2513  
 WORK PHONE 404-7166-2274

TAXPAYER SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
 STAFF SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

Complete this portion only if filing Homestead Exemption

Owner Social Security Number \_\_\_\_\_ Spouse Social Security Number \_\_\_\_\_  
 Legal state of residence GA Are you claiming homestead on any other property? NO  
 Vehicle registered in Fulton County. Tag #(s) \_\_\_\_\_ Date of Birth \_\_\_\_\_ 63  
 Signature *x Subrenia Willis* Date 5-30-03

Fraudulent claims of exemption: O.C.G.A. 48-5-51 states that if any person makes any false or fraudulent claim for exemption under the the provisions of sections 48-5-44 to 48-5-50, exempting the homestead for taxation, or makes any false statement or false representation of a material fact of such claim; or any person who knowingly assists another in the preparation of any such false or fraudulent claim, or enters into any collusion with another by the execution of a fictitious deed, deed of trust, mortgage, or otherwise shall be guilty of a misdemeanor. In addition, property shall be taxed in an amount double the tax otherwise to be paid.

In accordance with the provisions of the state constitution and laws of this state authorizing homestead exemption, I hereby make application for tax exemption on the above property. I, the undersigned, do solemnly swear that the statements made in support of this application are true and correct, that I am the bona fide owner of the property described in this application; that I truly occupied same on January 1 of this year as a legal resident of Fulton County, or City of Atlanta and the real property above was owned and occupied by me as a permanent residence and homestead. I further swear that this is not a false or fraudulent claim contrary to the laws providing for same and neither I nor my spouse claim any other homestead.

OFFICE USE ONLY  
 STAFF NAME *Kelly Davis*

HOMESTEAD CODE ATL \_\_\_\_\_  
 HOMESTEAD CODE FUL *HOT*

PARID: 14 016200170410

JUR: 000


WILLIS SUBRENIA

CITYNAME: COLLEGE PARK

NBHD: 1455

ROLL: RE  
3505 VICTORIA ST

Tax Year	Address	FUL Exmp Code	ATL Exmp Code
2020	WILLIS SUBRENIA 3505 VICTORIA ST COLLEGE PARK GA 30337	HF01	
2019	WILLIS SUBRENIA 3505 VICTORIA ST COLLEGE PARK GA 30337	HF01	
2018	WILLIS SUBRENIA 3505 VICTORIA ST COLLEGE PARK GA 30337	HF01	
2017	WILLIS SUBRENIA 3505 VICTORIA ST COLLEGE PARK GA 30337	HF01	
2016	WILLIS SUBRENIA 3505 VICTORIA ST COLLEGE PARK GA 30337	HF01	
2015	WILLIS SUBRENIA 3505 VICTORIA ST COLLEGE PARK GA 30337	HF01	
2014	WILLIS SUBRENIA 3505 VICTORIA ST COLLEGE PARK GA 30337	HF01	
2013	WILLIS SUBRENIA 3505 VICTORIA ST COLLEGE PARK GA 30337	HF01	
2012	WILLIS SUBRENIA 3505 VICTORIA ST COLLEGE PARK GA 30337	HF01	
2011	WILLIS SUBRENIA 3505 VICTORIA ST COLLEGE PARK GA 30337	HF01	

  
 Custodian of Records  
 Fulton County Board of Assessors

MAR 02 2020

I certify that this is a true copy of the records  
 in the Board of Assessors' Office  
 Atlanta/Fulton County

2010	WILLIS SUBRENIA 3505 VICTORIA ST COLLEGE PARK GA 30337	HF01
2009	WILLIS SUBRENIA 3505 VICTORIA ST COLLEGE PARK GA 30337	HF01
2008	WILLIS SUBRENIA 3505 VICTORIA ST COLLEGE PARK GA 30337	HF01
2007	WILLIS SUBRENIA 3505 VICTORIA ST COLLEGE PARK GA 30337	HF01
2006	WILLIS SUBRENIA 3505 VICTORIA ST COLLEGE PARK GA 30337	HF01
2005	WILLIS SUBRENIA 3505 VICTORIA ST COLLEGE PARK GA 30337	HF01
2004	WILLIS SUBRENIA 3505 VICTORIA ST COLLEGE PARK GA 30337	HF01
2003	WILLIS SUBRENIA 3505 VICTORIA ST COLLEGE PARK GA 30337	HF01
2002	WILLIS SUBRENIA 1927 JOHN CALVIN AVE COLLEGE PARK GA 30337	
2001	WILLIS REX 3505 VICTORIA ST COLLEGE PARK GA 30337	HF01

ANNUAL NOTICE OF ASSESSMENT

DUPLICATE PT-306 (revised May 2018)

FULTON COUNTY ASSESSORS OFFICE

235 Peachtree St. NE, Suite 1400  
Atlanta, GA 30303  
(404) 612-6440

Official Tax Matter - 2019 Tax Year

This correspondence constitutes an official notice of ad valorem assessment for the tax year shown above.

Annual Assessment Notice Date: **06/18/2019**  
Last date to file a written appeal: **08/02/2019**

WILLIS SUBRENIA  
3505 VICTORIA ST  
COLLEGE PARK GA 30337

\*\*\*This is not a tax bill - Do not send payment\*\*\*

County property records are available online at:  
[www.fultonassessor.org](http://www.fultonassessor.org)

The amount of your ad valorem tax bill for the year shown above will be based on the **Appraised** (100%) and **Assessed** (40%) values specified in BOX 'B' of this notice. **You have the right to submit an appeal regarding this assessment to the County Board of Tax Assessors.** If you wish to file an appeal, you must do so in writing no later than 45 days after the date of this notice. If you do not file an appeal by this date, your right to file an appeal will be lost. Appeal forms which may be used are available at <http://dor.georgia.gov/documents/property-tax-appeal-assessment-form>.

At the time of filing your appeal you must select one of the following appeal methods:

- A (1) County Board of Equalization (value, uniformity, denial of exemption, or taxability)
- (2) Arbitration (value)
- (3) County Hearing Officer (value or uniformity, on non-homestead real property or wireless personal property valued, in excess of \$500,000)

All documents and records used to determine the current value are available upon request. For further information regarding this assessment and filing an appeal, you may contact the county Board of Tax Assessors which is located at 235 Peachtree St. NE, Ste. 1400, Atlanta and which may be contacted by telephone at: 404-612-6440. **Your staff contact is Jafari Farmer.**

Additional information on the appeal process may be obtained at <http://dor.georgia.gov/property-tax-real-and-personal-property>

<b>Account Number</b>	<b>Property ID Number</b>	<b>Acreage</b>	<b>Tax Dist</b>	<b>Covenant Year</b>	<b>Homestead</b>
1431514	14 -0162-0017-041-0	.10	COLLEGE PARK		YES - HF01
<b>Property Description</b>	R1 - Residential Improvement NBHD - 1455				
<b>Property Address</b>	3505 VICTORIA ST				
	Taxpayer Returned Value	Previous Year Fair Market Value	Current Year Fair Market Value	Current Year Other Value	
<b>100% Appraised Value</b>		248,100	254,000		
<b>40% Assessed Value</b>		99,240	101,600		

Reasons for Assessment Notice

Value adjusted to reflect current market or uniformity

The estimate of your ad valorem tax bill for the current year is based on the previous or most applicable year's net millage rate and the fair market value contained in this notice. The actual tax bill you receive may be more or less than this estimate. This estimate may not include all eligible exemptions.

Taxing Authority	Other Exempt	Homestead Exempt	Net Taxable	Millage	Estimated Tax
FULTON OPER		30,000	71,600	.010200	730.32
FULTON BONDS			101,600	.000230	23.37
FUL SCHOOL OPER		4,165	97,435	.017796	1,733.95
<b>Total County Tax</b>					<b>2,487.64</b>
COLLEGE PARK			101,600	.012619	1,282.09
Total City Tax					1,282.09
STATE		2,000	99,600	.000000	.00
<b>Total Estimated Tax</b>					<b>3,769.73</b>

Parcel ID: 14 -0162-0018-057-5 1 WILLIS SABRINA 1926 WEST JOHN CALVIN AVE COLLEGE PARK 2019

Version: 0 Status: Y

Case #: 2011009591 Application Status: A
Application #: 1 Reason Code: N
Exemption Code: HF01 Ending Year:
Date of Application: 31-MAR-2011 Sale Key:
Representative: WILLIS SABRINA
Address: 1926 JOHN CALVIN AVE
COLLEGE PARK GA 30349
Telephone: 678-760-2159 Record Type:

Version: 0 Status: Y

Case #: 2011009591 Owner Table:
Application #: 1 Owner Field:
Exemption Code: HF01 Owner Seq:
Owner Reference: Sale Key:
Owner #:
Applicant Name: WILLIS SABRINA
Mailing Address: 1926 JOHN CALVIN AVE
COLLEGE PARK GA 30349
Telephone:
Social Security #: Applicant Type: P
Marital Status: S Applicant Status:
Date of Birth: Status Reason:

I certify that this is a true copy of the records in the Board of Assessors' Office Atlanta/Fulton County.

FEB 24 2020

[Signature] Custodian of Records Fulton County Board of Assessors

Version: 47 Status: Y

Case #: 2011009591 Reason Code: SME
Line #: 1 Override: ADD
Exemption Code: HF01 Override Value: -32743
Exlink: Year Beg.: 2011
Exseq: Constant 1:
Rolltype: RE Constant 2:
Owner Reference: Owner Fields:
Owner Table: Owner Seq:
Screen:
Field:
Card:
Line:
Total Value: 0.00

	Land	Building	Other
Exemption Values:			52,017.00
Applied Values:	0.00	0.00	52,017.00

Version: 0 Status: Y

Owner Code:  Owner Type Codes:

Owner1 Name: WILLIS SABRINA

Owner2 Name:

Care Of:   Exemptions flagged for removal

Hide Name:  N Mail record exists?

Owner #: 0 N Alt. record exists?

% Owned: 100

Marital Status:

Address Format: S Address Validated?: N

Address: 1926  JOHN CALVIN AVE

Description:  Building/Unit No:

Address 1:

Address 2:

Address 3:

City: COLLEGE PARK State: GA Zip: 30349 -

Country:  Postal Code:

Telephone:  SSN:

Fax:  Federal ID:

Email:  State ID:





	Land	Building	Other
Exemption Values:			52,017.00
Applied Values:	0.00	0.00	52,017.00

Version: 0 Status: Y

Owner Code:

Owner Type Codes:

Owner1 Name: WILLIS SABRINA

Owner2 Name:

Care Of:

Exemptions flagged for removal

Hide Name:

N Mail record exists?

Owner #: 0

N Alt. record exists?

% Owned: 100

Marital Status:

Address Format: S

Address Validated?: N

Address: 1926 JOHN CALVIN AVE

Description: Building/Unit No:

Address 1:

Address 2:

Address 3:

City: COLLEGE PARK State: GA Zip: 30349 -

Country: Postal Code:

Telephone: SSN:

Fax: Federal ID:

Email: State ID: 

PARID: 14 016200180575

JUR: 000  
WILLIS SABRINA

CITYNAME: COLLEGE PARK

NBHD: 1455

ROLL: RE  
1926 WEST JOHN CALVIN AVE

Tax Year	Address	FUL Exmp Code	ATL Exmp Code
2020	WILLIS SABRINA 1926 JOHN CALVIN AVE COLLEGE PARK GA 30349	HF01	
2019	WILLIS SABRINA 1926 JOHN CALVIN AVE COLLEGE PARK GA 30349	HF01	
2018	WILLIS SABRINA 1926 JOHN CALVIN AVE COLLEGE PARK GA 30349	HF01	
2017	WILLIS SABRINA 1926 JOHN CALVIN AVE COLLEGE PARK GA 30349	HF01	
2016	WILLIS SABRINA 1926 JOHN CALVIN AVE COLLEGE PARK GA 30349	HF01	
2015	WILLIS SABRINA 1926 JOHN CALVIN AVE COLLEGE PARK GA 30349	HF01	
2014	WILLIS SABRINA 1926 JOHN CALVIN AVE COLLEGE PARK GA 30349	HF01	
2013	WILLIS SABRINA 1926 JOHN CALVIN AVE COLLEGE PARK GA 30349	HF01	
2012	WILLIS SABRINA 1926 JOHN CALVIN AVE COLLEGE PARK GA 30349	HF01	
2011	WILLIS SABRINA 1926 JOHN CALVIN AVE COLLEGE PARK GA 30349	HF01	

Custodian of Records  
Fulton County Board of Assessors

MAR 02 2020

I certify that this is a true copy of the records  
in the Board of Assessors' Office  
Atlanta/Fulton County.

2010 WILLIS SABRINA  
1926 JOHN CALVIN AVE  
COLLEGE PARK GA 30349

2009 WILLIS SABRINA  
1926 JOHN CALVIN AVE  
COLLEGE PARK GA 30349

2008 WILLIS SABRINA  
1926 JOHN CALVIN AVE  
COLLEGE PARK GA 30349

2007 WILLIS SABRINA  
1926 JOHN CALVIN AVE  
COLLEGE PARK GA 30349

2006 WILLIS SABRINA  
1926 JOHN CALVIN AVE  
COLLEGE PARK GA 30349

2005 WILLIS SABRINA  
1926 JOHN CALVIN AVE  
COLLEGE PARK GA 30349

2004 WILLIS SABRINA  
1926 JOHN CALVIN AVE  
COLLEGE PARK GA 30349

2003 ELEY SARAH M HF21  
1926 JOHN CALVIN AVE  
COLLEGE PARK GA 30337-2518

2002 ELEY SARAH M HF21  
1926 JOHN CALVIN AVE  
COLLEGE PARK GA 30337-2518

2001 ELEY SARAH M HF21  
1926 JOHN CALVIN AVE  
COLLEGE PARK GA 30337-2518

ANNUAL NOTICE OF ASSESSMENT

FULTON COUNTY ASSESSORS OFFICE

235 Peachtree St. NE, Suite 1400  
 Atlanta, GA 30303  
 (404) 612-6440

WILLIS SABRINA  
 1926 JOHN CALVIN AVE  
 COLLEGE PARK GA 30349

DUPLICATE PT-306 (revised May 2018)

Official Tax Matter - 2019 Tax Year

This correspondence constitutes an official notice of ad valorem assessment for the tax year shown above.

Annual Assessment Notice Date: 06/18/2019

Last date to file a written appeal: 08/02/2019

\*\*\*This is not a tax bill - Do not send payment\*\*\*

County property records are available online at:  
[www.fultonassessor.org](http://www.fultonassessor.org)

The amount of your ad valorem tax bill for the year shown above will be based on the Appraised (100%) and Assessed (40%) values specified in BOX 'B' of this notice. You have the right to submit an appeal regarding this assessment to the County Board of Tax Assessors. If you wish to file an appeal, you must do so in writing no later than 45 days after the date of this notice. If you do not file an appeal by this date, your right to file an appeal will be lost. Appeal forms which may be used are available at <http://dor.georgia.gov/documents/property-tax-appeal-assessment-form>.

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- (2) Arbitration (value)
- (3) County Hearing Officer (value or uniformity, on non-homestead real property or wireless personal property valued, in excess of \$500,000)

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Additional information on the appeal process may be obtained at <http://dor.georgia.gov/property-tax-real-and-personal-property>

<b>Account Number</b>	<b>Property ID Number</b>	<b>Acreage</b>	<b>Tax Dist</b>	<b>Covenant Year</b>	<b>Homestead</b>
5289206	14 -0162-0018-057-5	.42	COLLEGE PARK		YES - HF01
<b>Property Description</b>	R1 - Residential Improvement NBHD - 1455				
<b>Property Address</b>	1926 WEST JOHN CALVIN AVE				
	<b>Taxpayer Returned Value</b>	<b>Previous Year Fair Market Value</b>	<b>Current Year Fair Market Value</b>	<b>Current Year Other Value</b>	
<b>100% Appraised Value</b>		207,000	211,900		
<b>40% Assessed Value</b>		82,800	84,760		

Reasons for Assessment Notice

Value adjusted to reflect current market or uniformity

The estimate of your ad valorem tax bill for the current year is based on the previous or most applicable year's net millage rate and the fair market value contained in this notice. The actual tax bill you receive may be more or less than this estimate. This estimate may not include all eligible exemptions.

Taxing Authority	Other Exempt	Homestead Exempt	Net Taxable	Millage	Estimated Tax
FULTON OPER		82,017	2,743	.010200	27.98
FULTON BONDS			84,760	.000230	19.49
FUL SCHOOL OPER		3,793	80,967	.017796	1,440.89
<b>Total County Tax</b>					<b>1,488.36</b>
COLLEGE PARK			84,760	.012619	1,069.59
Total City Tax					1,069.59
STATE		2,000	82,760	.000000	.00
<b>Total Estimated Tax</b>					<b>2,557.95</b>

PARID: 14 016200180161  
JUR: 000  
WILLIS REX & SUBRENIA

CITYNAME: COLLEGE PARK

NBHD: 1455

ROLL: RE  
3524 VICTORIA ST



Tax Year	Address	FUL Exmp Code	ATL Exmp Code
2020	WILLIS REX & SUBRENIA 3524 VICTORIA ST COLLEGE PARK GA 30337	HF11	
2019	WILLIS REX & SUBRENIA 3524 VICTORIA ST COLLEGE PARK GA 30337	HF11	
2018	WILLIS REX & SUBRENIA 3524 VICTORIA ST COLLEGE PARK GA 30337	HF11	
2017	WILLIS REX & SUBRENIA 3524 VICTORIA ST COLLEGE PARK GA 30337	HF11	
2016	WILLIS REX & SUBRENIA 3524 VICTORIA ST COLLEGE PARK GA 30337	HF11	
2015	WILLIS REX & SUBRENIA 3524 VICTORIA ST COLLEGE PARK GA 30337	HF11	
2014	WILLIS REX & SUBRENIA 3524 VICTORIA ST COLLEGE PARK GA 30337	HF11	
2013	WILLIS REX & SUBRENIA 3524 VICTORIA ST COLLEGE PARK GA 30337	HF11	
2012	WILLIS REX & SUBRENIA 3524 VICTORIA ST COLLEGE PARK GA 30337	HF11	
2011	WILLIS REX & SUBRENIA 3524 VICTORIA ST COLLEGE PARK GA 30337	HF11	

I certify that this is a true copy of the records  
in the Board of Assessors' Office  
Atlanta/Fulton County.

**FEB 25 2020**

*Prockel*  
Custodian of Records  
Fulton County Board of Assessors

2010	WILLIS REX & SUBRENIA 3524 VICTORIA ST COLLEGE PARK GA 30337	HF11
2009	WILLIS REX & SUBRENIA 3524 VICTORIA ST COLLEGE PARK GA 30337	HF11
2008	WILLIS REX & SUBRENIA 3524 VICTORIA ST COLLEGE PARK GA 30337	HF11
2007	WILLIS REX & SUBRENIA 3524 VICTORIA ST COLLEGE PARK GA 30337	HF11
2006	WILLIS REX & SUBRENIA 3524 VICTORIA ST COLLEGE PARK GA 30337	HF11
2005	WILLIS REX & SUBRENIA 3524 VICTORIA ST COLLEGE PARK GA 30337	HF11
2004	WILLIS REX & SUBRENIA 3524 VICTORIA ST COLLEGE PARK GA 30337	HF11
2003	WILLIS REX & SUBRENIA 3524 VICTORIA ST COLLEGE PARK GA 30337	HF11
2002	WILLIS REX & SUBRENIA 3524 VICTORIA ST COLLEGE PARK GA 30337	HF11
2001	WILLIS REX & SUBRENIA 3524 VICTORIA ST COLLEGE PARK GA 30337	HF11
2000	WILLIS REX & SUBRENIA 3524 VICTORIA ST COLLEGE PARK GA 30337	HF11



# CITY OF COLLEGE PARK

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

## REG SESSION AGENDA REQUEST

DOC ID: 8058

**DATE:** April 1, 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:** April 6, 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

Updated: 4/1/2020 2:00 PM by Rosylene Robinson

Page 1

**ATTACHMENTS:**

- Top Ten Delinq Property Tax Accounts 03262020 (PDF)
- Top Ten Delinq Property Tax Accounts 03262020 2018 (PDF)

**Review:**

- Althea Philord-Bradley Completed 04/01/2020 7:59 AM
- Rosyline Robinson Completed 04/01/2020 2:01 PM
- Terrence R. Moore Completed 04/01/2020 2:11 PM
- Mayor & City Council Pending 04/06/2020 7:30 PM



**City of College Park  
Department of Finance & Accounting  
Top Ten Delinquent Property Tax Accounts  
As of March 26, 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	\$ 101,943.05	Fulton - Real	3/19/20 Emailed GM - looking for closing date. Reminded tax lien to be filed next week.	2019
Pending	BK & J Hotel Group	1551 Phoenix Blvd	Howard Johnson	\$ 77,564.47	Clayton - Real & Personal	3/19/20 Emailed GM - informed her of outstanding balance and reminded of lien filing next week.	2019
Pending	Kelco/RG Atlanta LLC	4601 Best Rd	Holiday Inn Express	\$ 76,718.51	Fulton - Real	3/19/20 I'll be following up with Kelco President and/or Vincent Clark - Comm'l Appraisal Mgr Fulton County Tax Assessor - valuation hearing scheduled for today - belief is Assessment will return to 2018 values. Client has paid 50% already of original tax. Delinquent balance would be eliminated with reduction of assessment	2019
	KSG Georgia LLC	4820 Massachusetts Blvd	La Quinta Inn	\$ 48,774.09	Clayton - Real	3/19/20 Emailed GM - informed him of outstanding balance and reminded of lien filing next week.	2019
	ATA Investments Various Investors	5271 W Fayetteville Rd		\$ 24,694.01	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	\$ 21,910.82	Fulton - Real	3/19/20 Reached out to owner via email to remind of outstanding balance. Committed previously to have it paid already. Reiterated lien filing next week	2019
	Paradies	Hartsfield Jackson	Various Retail Concessions	\$ 14,034.90	Clayton - Personal	3/19/20 Emailed Director of Tax. - following up on check status - expected check already - check was supposed to be overnighted last week.	2019
	Virtual Citadel	2380 Godby Rd		\$ 9,989.48	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	\$ 9,267.39	Fulton - Real	3/19/20 Emailed Property Mgrs. Email correspondence states it will be paid before we file lien in April.	2019
	Excalibur Investments LLC	1640 East Virginia Ave & Vacant lot on Jackson St		\$ 6,015.17	Fulton - Real	3/19/20 Resending Statements - looking for a viable telephone number	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	\$ 24,242.66	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		9,234.18	Public Utility Digest - Clayton	Ceased Operations July 29, 2002	
PSINet Inc			11,639.74	Fulton - Personal Property		
Larry Jones	0 Camp Creek Pkwy		10,004.61	Fulton - Real	Parcel Mapping indicates plat is a public roadway/right of	1992-2014
F H Kilgore	0 Camp Creek Pkwy		5,592.73	Fulton - Real	Parcel Mapping discrepancy	1992-2014

**City of College Park**  
**Department of Finance & Accounting**  
**Top Ten Delinquent Property Tax Accounts**  
**As of March 26, 2020**

<u>Lien</u>	<u>Taxpayer Name</u>	<u>Property Address</u>	<u>Business Name If Known</u>	<u>Amount</u>	<u>District - Tax Type</u>	<u>Additional Comments</u>	<u>Tax Years</u>
Y	Cudsik Guy	1666 Vesta Ave	Right Sales & Service	\$ 2,742.90	Fulton - Real & Personal	3/9/20 Paid \$3,295.29- for 2018 taxes Balance of 2018 - add'l interest (\$213.40) & 2019 balance is \$2,529.50. 3/19/20 Left Message	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		\$ 1,206.10	Clayton - Personal	3/19/20 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 Parcel 171425. March 16th Clayton County Tax Offices are closed for 2 weeks	2018
Y	InMotion Entertainment	Hartsfield/Concourse A		\$ 971.11	Clayton - Personal	Paid 12/24/2019	2018
	Hayes Philip Lee	3262 Dogwood St		\$ 899.18	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	\$ 1,285.81	Clayton - Personal	Spoke to owner 3/13/20 - getting accountant to write the check.	2018-2019
Y	Smart Moves Investments LLC	2879 Windsor Forrest Ct		\$ 1,059.79	Fulton - Real	Identified Owner - he is a First Transferee Foreclosure - no contact telephone but found residential mailing address of principal owner to resend statement. Still looking/working account	2018-2019
	Lindsay Beulah	3568 Herschel Rd		\$ 590.19	Fulton - Real	Paid 1/3/2020	2018
	Ellis Robert	3732 Herschel Rd		\$ 548.36	Fulton - Real	<b>PAID 3/26/20</b>	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: 8057

**DATE:** April 2, 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:** April 6, 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:** Customer Service Manager

**ATTACHMENTS:**

- R1. Top Ten Report 033120 (PDF)
- R2. March 2020 cut-ons 040220 (PDF)
- R3. CF Aging Report 033020 (PDF)
- R4. RF Aging Report 033020 (PDF)
- R5. RC Aging Report 033020 (PDF)
- R6. CC Aging Report 033020 (PDF)

**Review:**

- Althea Philord-Bradley Completed 04/02/2020 4:22 PM
- Rosyline Robinson Completed 04/02/2020 4:36 PM
- Terrence R. Moore Completed 04/02/2020 4:39 PM
- Mayor & City Council Pending 04/06/2020 7:30 PM

City of College Park											
TOP TEN UTILITY CUSTOMER OUTSTANDING BALANCES											
3/31/2020											
Prepared By Kymberli Johnson											
<u>Business</u>											
Prior Adjustments	Payment Plan	Liens	BUSINESS NAME	ADDRESS	Power	Water & Sewer	Storm Water & Sanitation	Total Unpaid	CUT OFF LETTER	AGE OF DEBT	Notes or Status
n/a	No	No			\$605,520.29	\$2,138.53	\$2,268.00	\$609,926.82	No	120 days	Account is Active/ Electricity is Active Reminder Letter on 02/07/20
n/a	No	No				\$1,656.43	\$87.50	\$1,743.93	Yes	120 days	Account is Active/ Active Reminder Letter on 02/21/20 (Service disconnected)
n/a	No	No			\$768.22	\$505.27		\$1,273.49	No	120 days	Account is Active
n/a	No	No				\$1,258.96		\$1,258.96	No	180 days	Account is Active/ Final Pending
<u>Apartments</u>											
Prior Adjustment	Payment Plan	Liens	APARTMENT NAME	ADDRESS	Power	Water & Sewer	Storm Water & Sanitation	Total Unpaid	CUT OFF LETTER	AGE OF DEBT	Notes or Status
n/a	No	Yes			\$3,235.26			\$3,235.26	No	120 days	Account Active/SL disconnected
<u>Residential</u>											
Prior Adjustment	Payment Plan	Liens	CUSTOMER NAME	Account #	Power	Water & Sewer	Storm Water & Sanitation	Total Unpaid	CUT OFF LETTER	AGE OF DEBT	Notes or Status
No	No	No			\$911.23	\$3,810.20	\$224.51	\$4,945.94	Yes	180 days	Disconnected (Electric) 01/30/20
No	No	No			\$758.36	\$869.56	\$183.28	\$1,791.20	Yes	180 days	Medical/Water Leak on Customer side Reminder Letter on 03/13/20
No	No	No			\$576.06	\$1,006.22	\$155.33	\$1,737.61	No	180 days	Account is Active/ Customer is moving out as of 4/1
	No	No				\$983.79	\$651.99	\$1,635.78	Yes	180 days	Account Active/ Reminder Letter sent 02/17/20 Wtr disconnected
	No	No			\$1,029.30	\$278.48	\$145.58	\$1,453.36	Yes	180 days	Account is Active/ Medical Letter on File
TOTALS					\$612,798.72	####	\$3,716.19	\$629,022.35			
		NUL	Signifies that Lien has not been filed due to legal statue (not property owner)								
		*	Represents Lien filed against account								
		N/A	Signifies account Lien has not been filed								
		yes	Signifies account received prior billing adjustment								
		N/A	Signifies account that has not received prior billing adjustment								

March 2020 Reconnects						
Customer's Account #	Occupant code	Customer's Name	Date Work-orders were created	Balance Due @ Cut-Off	Amount paid @ Cut-on	Remaining Balance
	Prepared by Tammy Smith		<b>Grand Totals</b>	<b>\$ 48,179.51</b>	<b>\$ 45,553.31</b>	<b>\$ 2,626.20</b>

5			3/25/2020	\$ 339.65	\$ 450.00	\$ (110.35)
17			3/23/2020	\$ 1,417.53	\$ 400.00	\$ 1,017.53
20			3/23/2020	\$ 502.41	\$ 486.89	\$ 15.52
17			3/20/2020	\$ 206.25	\$ -	\$ 206.25
11			3/19/2020	\$ 573.57	\$ 251.76	\$ 321.81
18			3/19/2020	\$ 209.44	\$ 209.44	\$ -
0			3/19/2020	\$ 733.61	\$ 491.68	\$ 241.93
4			3/17/2020	\$ 3,957.36	\$ 3,957.36	\$ -
6			3/17/2020	\$ 509.91	\$ -	\$ 509.91
18			3/16/2020	\$ 632.28	\$ 400.00	\$ 232.28
24			3/12/2020	\$ 476.24	\$ 476.24	\$ -
25			3/9/2020	\$ 278.68	\$ 265.00	\$ 13.68
8			3/9/2020	\$ 525.00	\$ 525.00	\$ -
18			3/6/2020	\$ 1,024.37	\$ 1,024.37	\$ -
22			3/6/2020	\$ 296.96	\$ 296.96	\$ -
17			3/6/2020	\$ 274.54	\$ 274.54	\$ -
10			3/6/2020	\$ 320.23	\$ 320.23	\$ -
26			3/5/2020	\$ 257.82	\$ 257.82	\$ -
4			3/5/2020	\$ 324.15	\$ 324.15	\$ -
18			3/5/2020	\$ 368.02	\$ 368.02	\$ -
15			3/5/2020	\$ 359.21	\$ 359.21	\$ -
1			3/5/2020	\$ 5,793.64	\$ 5,793.64	\$ -
19			3/5/2020	\$ 519.85	\$ 519.85	\$ -
9			3/4/2020	\$ 304.61	\$ 304.61	\$ -
19			3/4/2020	\$ 515.14	\$ 515.14	\$ -
10			3/4/2020	\$ 306.26	\$ 306.26	\$ -
20			3/4/2020	\$ 487.02	\$ 487.02	\$ -
18			3/4/2020	\$ 265.84	\$ 265.84	\$ -
23			3/4/2020	\$ 245.02	\$ 245.02	\$ -
22			3/4/2020	\$ 265.31	\$ 265.31	\$ -
8			3/4/2020	\$ 272.30	\$ 272.30	\$ -
23			3/4/2020	\$ 279.52	\$ 279.52	\$ -
5			3/4/2020	\$ 363.34	\$ 363.34	\$ -
16			3/4/2020	\$ 337.68	\$ 330.00	\$ 7.68
9			3/4/2020	\$ 474.93	\$ 500.00	\$ (25.07)
6			3/4/2020	\$ 623.49	\$ 623.49	\$ -
24			3/4/2020	\$ 272.26	\$ 272.26	\$ -
8			3/4/2020	\$ 1,231.26	\$ 1,240.00	\$ (8.74)
10			3/4/2020	\$ 359.39	\$ 359.39	\$ -
12			3/4/2020	\$ 320.33	\$ 320.33	\$ -
15			3/4/2020	\$ 305.17	\$ 305.17	\$ -
14			3/4/2020	\$ 385.29	\$ 385.29	\$ -
18			3/4/2020	\$ 258.15	\$ 258.15	\$ -
13			3/3/2020	\$ 252.47	\$ 252.47	\$ -
5			3/3/2020	\$ 425.00	\$ 425.00	\$ -
2			3/3/2020	\$ 495.67	\$ 495.67	\$ -
18			3/3/2020	\$ 610.20	\$ 610.20	\$ -
33			3/3/2020	\$ 491.36	\$ 491.36	\$ -
6			3/3/2020	\$ 266.42	\$ 266.42	\$ -
11			3/3/2020	\$ 366.65	\$ 366.65	\$ -
2			3/3/2020	\$ 680.66	\$ 680.66	\$ -

2	3/3/2020	\$	340.00	\$	340.00	\$	-
18	3/3/2020	\$	343.53	\$	343.53	\$	-
17	3/3/2020	\$	552.38	\$	552.38	\$	-
18	3/3/2020	\$	536.14	\$	536.14	\$	-
6	3/3/2020	\$	263.96	\$	263.96	\$	-
13	3/3/2020	\$	337.35	\$	337.35	\$	-
11	3/3/2020	\$	301.29	\$	301.29	\$	-
7	3/3/2020	\$	557.45	\$	557.45	\$	-
6	3/3/2020	\$	611.70	\$	600.00	\$	11.70
12	3/3/2020	\$	441.25	\$	441.25	\$	-
6	3/3/2020	\$	301.65	\$	301.65	\$	-

March 2020 Reconnects						
Customer's Account #	Occupant code	Customer's Name	Date Work-orders were created	Balance Due @ Cut-Off	Amount paid @ Cut-on	Remaining Balance

23	3/3/2020	\$	663.41	\$	663.41	\$	-
24	3/3/2020	\$	387.36	\$	213.00	\$	174.36
16	3/3/2020	\$	270.91	\$	270.91	\$	-
6	3/3/2020	\$	374.47	\$	374.47	\$	-
16	3/3/2020	\$	290.81	\$	290.81	\$	-
0	3/3/2020	\$	335.66	\$	335.66	\$	-
8	3/3/2020	\$	400.14	\$	400.14	\$	-
19	3/3/2020	\$	771.61	\$	771.61	\$	-
13	3/3/2020	\$	373.68	\$	373.68	\$	-
14	3/3/2020	\$	259.72	\$	259.72	\$	-
4	3/3/2020	\$	281.31	\$	281.31	\$	-
22	3/3/2020	\$	480.01	\$	480.01	\$	-
24	3/3/2020	\$	550.01	\$	550.01	\$	-
15	3/3/2020	\$	253.70	\$	253.70	\$	-
17	3/3/2020	\$	352.85	\$	352.85	\$	-
8	3/3/2020	\$	357.28	\$	357.28	\$	-
23	3/3/2020	\$	467.71	\$	450.00	\$	17.71
1	3/3/2020	\$	487.02	\$	487.02	\$	-
14	3/3/2020	\$	253.90	\$	253.90	\$	-
13	3/3/2020	\$	312.48	\$	312.48	\$	-
15	3/3/2020	\$	346.21	\$	346.21	\$	-
9	3/3/2020	\$	349.80	\$	349.80	\$	-
18	3/3/2020	\$	279.70	\$	279.70	\$	-
6	3/3/2020	\$	344.12	\$	344.12	\$	-
21	3/3/2020	\$	425.77	\$	425.77	\$	-
2	3/3/2020	\$	339.47	\$	339.47	\$	-
24	3/3/2020	\$	255.10	\$	255.10	\$	-
4	3/3/2020	\$	543.02	\$	543.02	\$	-
19	3/3/2020	\$	272.79	\$	272.79	\$	-
1	3/3/2020	\$	335.88	\$	335.88	\$	-
5	3/3/2020	\$	410.89	\$	410.89	\$	-
26	3/2/2020	\$	404.56	\$	404.56	\$	-

**Grand Totals:** \$ 48,179.51 \$ 45,553.31 \$ 2,626.20

City of College Park

A / R A G I N G

03/27/2020 14:40:22

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Cyc	Rte	Account Name	Home Phone	0 to 30	31 to 60	61 to 90	Over 91	Total	--- Last Payment --- Date	Amount	
<b>Cycle: 8</b>											
				25076.83	6784.01			31860.84	03/16/2020	2109.52	O
				115.72	209.55	1359.10	59.56	1743.93	12/13/2019	109.00	T
<b>2 Subtotals for Cycle 008</b>				<b>25192.55</b>	<b>6993.56</b>	<b>1359.10</b>	<b>59.56</b>	<b>33604.77</b>			
<b>Cycle: 15</b>											
				1704.13	877.77	653.36		3235.26	12/19/2019		
				324999.14	146330.96	111700.52	26896.20	609926.82	01/17/2020	30000.00	O
<b>2 Subtotals for Cycle 015</b>				<b>326703.27</b>	<b>147208.73</b>	<b>112353.88</b>	<b>26896.20</b>	<b>613162.08</b>			
<b>Cycle: 21</b>											
0				64.76	32.38	27.56	1134.26	1258.96	01/28/2020	65.00	O
<b>1 Subtotals for Cycle 021</b>				<b>64.76</b>	<b>32.38</b>	<b>27.56</b>	<b>1134.26</b>	<b>1258.96</b>			
<b>Cycle: 25</b>											
				2330.60	1165.30			3495.90	01/02/2020	2330.60	O
<b>1 Subtotals for Cycle 025</b>				<b>2330.60</b>	<b>1165.30</b>	<b>0.00</b>	<b>0.00</b>	<b>3495.90</b>			
<b>6 Grand Totals</b>				<b>354291.18</b>	<b>113740.54</b>	<b>0.00</b>	<b>0.00</b>	<b>651521.71</b>			
				<b>155399.97</b>	<b>28090.02</b>						

SELECTION CRITERIA  
 Minimum Balance:1000.00  
 A/R Block 1:30  
 A/R Block 2:60  
 A/R Block 3:90

Filter:  
 (category = 'CF' AND end\_date IS NUL

**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.



City of College Park

A / R A G I N G

03/27/2020 13:56:46

Page: 1

Cyc	Rte	Account Name	Home Phone	0 to 30	31 to 60	61 to 90	Over 91	Total	--- Last Payment --- Date	Amount	
-----											
Cycle:	1										
				104.39	169.89	174.37	1187.13	1635.78	02/04/2019	47.81	
				1040.28	483.19	214.14		1737.61	03/04/2020		
				873.14	136.71			1009.85	03/04/2020		
				910.27	105.28			1015.55	02/24/2020	168.46 T	
				849.76	571.84			1421.60	02/24/2020	250.00	
				901.13	218.42			1119.55	02/24/2020	500.00	
				1104.92	97.50			1202.42	02/16/2020	478.08 T	
				494.06	330.29	387.01	215.85	1427.21	12/17/2019	170.00 O	
<b>8 Subtotals for Cycle 001</b>				<b>6277.95</b>	<b>2113.12</b>	<b>775.52</b>	<b>1402.98</b>	<b>10569.57</b>			
-----											
Cycle:	8										
				978.24	966.18	1147.81	2253.71	5345.94	01/28/2020	150.00	
				1025.12	109.49			1134.61	03/03/2020	200.00	
				269.79	234.81	275.78	681.90	1462.28	01/03/2020	50.00 T	
				608.49	39.83	19.65	368.91	1036.88	08/30/2019	219.02	
				348.43	295.73	260.53	110.46	1015.15	01/29/2020	370.99 T	
				405.03	855.19			1260.22	03/19/2020	100.00 T	
				251.19	228.69	190.54	747.11	1417.53	12/27/2019	150.00 T	
				377.89	446.10	199.74		1023.73	01/23/2020	300.00 T	
				565.61	313.16	172.74		1051.51	02/28/2020	500.00 T	
<b>9 Subtotals for Cycle 008</b>				<b>4829.79</b>	<b>3489.18</b>	<b>2266.79</b>	<b>4162.09</b>	<b>14747.85</b>			
-----											
<b>17 Grand Totals</b>				<b>11107.74</b>	<b>5602.30</b>	<b>3042.31</b>	<b>5565.07</b>	<b>25317.42</b>			

SELECTION CRITERIA  
 Minimum Balance:1000.00  
 A/R Block 1:30  
 A/R Block 2:60  
 A/R Block 3:90

Filter:  
 (category = 'RF' AND end date IS NULL)

Cyc	Rte	Account Name	Home Phone	0 to 30	31 to 60	61 to 90	Over 91	Total	--- Last Payment --- Date	Amount
=====										

**SERVICE STATUS:**

- DISCONNECTED:** Services have been turned OFF
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City of College Park

A / R A G I N G

03/27/2020 14:22:00

Page: 1

Cyc	Rte	Account Name	Home Phone	0 to 30	31 to 60	61 to 90	Over 91	Total	--- Last Payment --- Date	Amount	
=====											
Cycle:	15										
				395.44	211.48	135.07	437.94	1179.93	02/04/2020	100.00	T
				1128.33	556.97	105.90		1791.20	03/12/2020	430.00	O
				832.45	323.75	297.16		1453.36	02/10/2020	200.00	T
-----											
<b>3 Subtotals for Cycle 015</b>				<b>2356.22</b>	<b>1092.20</b>	<b>538.13</b>	<b>437.94</b>	<b>4424.49</b>			
=====											
<b>3 Grand Totals</b>				<b>2356.22</b>	<b>1092.20</b>	<b>538.13</b>	<b>437.94</b>	<b>4424.49</b>			

SELECTION CRITERIA  
 Minimum Balance:1000.00  
 A/R Block 1:30  
 A/R Block 2:60  
 A/R Block 3:90

Filter:  
 (category = 'RC' AND end\_date IS NULL)

**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.

City of College Park A / R A G I N G 03/27/2020 14:36:11 Page: 1

Cyc	Rte	Account Name	Home Phone	0 to 30	31 to 60	61 to 90	Over 91	Total	--- Last Payment --- Date	Amount
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Cycle: 15

				455.78	283.59	73.39	371.48	1384.24	02/14/2020	300.00
--	--	--	--	--------	--------	-------	--------	---------	------------	--------

Cyc	Rte	Account Name	Home Phone	0 to 30	31 to 60	61 to 90	Over 91	Total	--- Last Payment --- Date	Amount
-----	-----	--------------	------------	---------	----------	----------	---------	-------	------------------------------	--------

1 Subtotals for Cycle 015

				455.78	283.59	273.39	371.48	1384.24	02/14/2020	\$300.00
--	--	--	--	--------	--------	--------	--------	---------	------------	----------

1 Grand Totals

				455.78	283.59	273.39	371.48	1384.24		
--	--	--	--	--------	--------	--------	--------	---------	--	--

SELECTION CRITERIA

Minimum Balance:1000.00  
A/R Block 1:30  
A/R Block 2:60  
A/R Block 3:90

Filter:  
(category = 'CC' AND end\_date IS NULL)

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
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