

Good day, Mayor, and Council Members,

I am pleased to transmit the 11<sup>th</sup> installment of the Community Building Leadership Team's (CBLT's) Strategic Performance Report (SPR); it is also the final report provided to this governing body. The biweekly produced SPR showcases activities and information across the full range of College Park's operations and administration coinciding with the regular meetings of the Mayor and Council. The format and its content are topical based; concise in nature; accented with images and illustrations for more relatable reading; and organized by the alphabetical ordering of offices and departments, and follows a lead topic(s) from the City Manager in the opening pages of the report.

I wish to salute the current governing body who will eternally hold a special place in my heart as you hired me, have guided me, have supported my administration, and provided us with the resources to build community. I thank you all and wish each of you the very best in your continuing and/or next endeavors.

The balance of my lead topic will be a recapitulation of direction received from this Mayor and Council early in my tenure and the ensuing process undertaken by the Community Building Leadership Team with recommendations to this Mayor and Council to build better community on behalf of College Park's neighbors and stakeholders.

On May 1, 2023, following numerous budget workshop meetings and a comprehensive review of the referenced "Big Book" Fiscal Year 2024 Proposed Budget, a motion was passed by the Council providing special instructions concerning the proposed budget.

The motion directed the City Manager to develop an organization restructuring plan along with other considerations (including the compiled list of priorities requested by members of the governing body during budget workshops) that would be considered post-adoption of the budget during the first quarter, July 1 through September 30, as potential budget amendments.

Departments assessed their realigned functional responsibilities for building better and quality community. Our aim is peak and optimal performance towards the community's aspirational vision and fulfillment of the organizational mission.

On October 12, 2023 in a Special Meeting and Budget Workshop with the Mayor and Council, the Community Building Leadership Team shared in details needed resources for lifting off the realigned administration. The needs assessment was organized by departments, as further aligned to the City's five strategic goals of governance and customer service, quality of life, transportation and mobility, public safety and security, and local economy and growth.

Based on the available but limited resources of the City, as Chief Administrative Officer, I prioritized recommendations to less than one-half of the \$8.1 million needs assessment requests from departments and the governing body.

I offer the following recap summary, organized by the five strategic goal categories:

**Governance and Customer Service:** To accommodate added resources and functional realignment, I am recommending space reallocations, adjustments, and a prospective study of organizational space for more efficient and qualitative service delivery to neighbors and for community builders; an early voting site for the convenience of our community and within the physical boundaries of College Park; the hiring of a Purchasing and Contracts Manager to oversee contracts administration and the integrity of procurement processes; enhanced classification system, holiday and incentive pay and benefits for community builders; and security and efficiencies for automated technologies across departments and operations that strengthen and protect our community building efforts.

**Quality of Life:** Parks are an important part of meeting the quality of life goal including neighbors' all the time access to safe, clean, and well-maintained parks and amenities. I am recommending expert oversight of expanded park resources including dedicated park attendants and patrol along with track resurfacing and new equipment replacement. For the newly titled department of building and property sustainability and to the good of the community including areas that have been left behind unfortunately, I am recommending added code enforcement officers to focus on a multiple-family dwelling inspection program including apartments, hotels and motels; enhanced training for the department's community builders in their various disciplines for proper and effective functionalities; abatements and demolition reserves for all areas of the community to remove unsafe and uninhabitable structures; and re-fortifying an internal building inspections program.

**Transportation and Mobility:** In the absence of a City Engineer and supporting internal staff, the organization has relied upon engineering consultancy services at a premium price for both normal and specialty needs. In the future, we project a reduction in costs for construction inspection and other contracted services. The new engineering and infrastructure department is embarking on a comprehensive transformation including geographic information systems realignment and efficiencies; administrative analysis for enhanced support to constituents; internal engineering technical and auto cad civil three-dimensional applications; enhanced flood mitigation program for the benefit of the community; speed table installations; and a systematic road and pavements assessment program for better and safer transportation throughout the community. I am also recommending added funding to public works operations including a bicycle lane

on Lakeshore Drive for safety purposes; a facilities maintenance program for all city buildings; added resources and expertise for future landscaping and beautification goals; and sidewalk installation for the safety of neighbors at Frontage Road and Subrenia Willis Park.

**Public Safety and Security:** I am recommending the Police Chief's request for a portable surveillance trailer to assist with and deter criminal activity providing the convenience of mobility throughout the community for crowd control during large attendance events and in the event of an active shooter or terroristic threat. For the fire rescue department, I am recommending an incentive program for emergency medical services certification for community builders and the installation of ballistics resistant glass at fire stations due to recent shootings and vandalism to protect our first responders while on duty as well as critical infrastructure and equipment.

**Local Economy and Growth:** For the newly titled and expansive, comprehensive roles of the functional department called Sustainable Development and formerly referenced as economic development, I am recommending the internal retooling of one of our most important responsibilities – land use planning and rezoning while reducing premium consultancy costs for less time and dedicated efforts; a surveyed assessment of Six West that should happen before any serious offer is accepted by a developer or end user; a Six West strategy and implementation plan to gain consensus from the community and governing body on priorities, direction, and program activities; completion of the Godby Road walking trail; detailed assessment and plan for Historic College Park Main Street; City Hall tree planting program; funding for a neighbors' home rehabilitation and property maintenance program; and Six West marketing components to bring life and vision to its development;

## **AIRPORT AND GOVERNMENTAL AFFAIRS**

### **Airport Projects, Collaboration & News**

There is always something to share about Hartsfield-Jackson Atlanta International Airport! Today, we'll start with a major utility improvement project along Riverdale Road, Sullivan Road, and Airport Boulevard. On November 16, 2023, a virtual meeting was held between College Park's Airport & Governmental Affairs, Engineering, Building & Property Sustainability, Public Works departments and the Hartsfield-Jackson Airport team to discuss this project. The total 8,200 linear feet of existing and new sewer line improvements will take place over the next 10-months by the Hartsfield-Jackson Airport team. Approximately 1,600 linear feet of 12-

inch gravity sewer crossing under Riverdale Road (via jack and bore) and down Airport Boulevard to the existing outfall manhole on the limits at Sullivan Road will be replaced/installed within College Park city limits. Lane closures and re-routing of traffic are required along Sullivan Road and Airport Boulevard and appropriate notification to the public will be coordinated via the Airport and

College Park's Engineering & Public Works teams. The Airport intends to begin construction of this project mid December 2023, pending all applicable permits are issued by the City of College Park. An on-site walking tour has been scheduled to address the scope of the project and address any site matters of concern. This project is within Councilman Allen's - Ward 3.



Next, learning more about how Hartsfield-Jackson Atlanta International Airport (HJAIA) is a few simple clicks away. Did you know that approximately 3.3 million passengers traveled through Hartsfield Jackson Atlanta International Airport over the Thanksgiving holiday?! Check out an informative resource giving insight into Hartsfield-Jackson Airport, Free Documentary's "World's Business Airport: Secrets of Hartsfield-Jackson Atlanta Airport" on-line at <https://youtu.be/nhaEmcYw6q4?si=ytsHGw6cHBANEA1I>. Additionally, ATL Next, offers project updates, business diversity information for Airport projects planned over the next 20 years, at <https://next.atl.com/the-plan-projects/>. ATLNext is a new development program for the Airport, consisting of a series of projects designed to renew and replace existing facilities, boost capacity and enhance ATL's aesthetic appeal ([www.next.atl.com](http://www.next.atl.com)).

Last, but not least, according to on-line news reports, Ryan Cameron has partnered with Hartsfield-Jackson Atlanta International Airport (HJAIA) to be a new “voice” for all HJAIA announcements as travelers traverse the airport. Ryan Cameron is a radio personality and host on WVEE’s V-103 radio station. College Park is home to a World-Class International aerropolis! Please take the time to stay informed.

### **Governmental Affairs & Grants**

Federal and State priorities are still under discussion with our lobbyists, Departments & City leadership. The week of December 4-8, 2023, is a prime time to present the State delegation with the priorities that will advance the City’s agenda, because our legislature is in special session during this time. Federal priorities are still under review and require further vetting by the Community Building Leadership Team (CBLT) and the Mayor & City Council, which will commence early 2024.

Federal and state grants are available to the City to review and determine whether the capacity, matching funds and criteria can be met for any proposed grant. Bi-weekly meetings with our lobbyists offer information on the most up-to-date legislation along with guidance on what are our best grant opportunities. Participating in the weekly Local Infrastructure Hub (LIH) bootcamp for the Rebuilding Infrastructure with Sustainability and Equity (RAISE) grant program, not only brings awareness to the pitfalls of applying for such a grant but highlights ways to craft award-worthy language for an innovative and data-driven submittal. Peer group sessions and one-on-one discussions are of great benefit. To push most grants submittals through to the point they will be awarded, often requires a project be ‘shovel-ready’, meaning, it is a project that has been identified by the jurisdiction as a worthwhile project, in which some level of partial funding has been assigned to the project. Engineering likely has also been completed for the project. Our Capital Improvement Program (CIP) lists many projects, some of which are shovel-ready. The CIP provides an implementation plan for construction, maintenance or renovation of public facilities over a 5-year period. Review of our CIP is underway.



Additionally, working with the Georgia Municipal Association (GMA) team allows us to explore a Local Government Practicum for college interns to participate in City Manager Shadowing and City internship programs with College Park. Talk about succession planning and building our next generation of leaders!

End of year events consist of the rescheduled State Delegation breakfast on December 6, 2023 at the State Capital and the 9<sup>th</sup> Annual State of the Aerropolis on December 8, 2023 at the Hapeville Academy Theatre.

## **BUILDING AND PROPERTY SUSTAINABILITY DEPARTMENT**

### **Permits by the Numbers**

- Apartment Inspections \$3,910.00
- Business certificate of occupancies (Cos) issued 5
- Residential COs issued 13
- Permits issued \$30,891.60



The City of College will launch a paperless building permit and business license application and tracking system this December 4<sup>th</sup>, 2023. The City of College Park completed the Implementation of New Online Permitting and Inspection Software. The City's Building and Property Sustainability Department has completed the implementation and launch of SagesGov, an online permitting, code enforcement, and business license software program that offers increased functionality and streamlined services, resulting in a quicker and more efficient permitting process for both users and City staff.

Residents, contractors, and design professionals now enjoy a wide array of upgrades that make it even easier to do business with the City, such as online submissions of application forms, comprehensive permit tracking, online payment, real-time communication of inspection results, and improved inspector customer service. From major development permits to home renovations, this time-saving software keeps users informed throughout the process by sending automated emails for submittals, payments, required documents, plan review status, building and code inspection results, and various project progress updates. Inspectors also will see benefits by using the new app, as it will allow them to submit all forms, photos, and comments directly to city officials from job sites or their offices. The SagesGov online system will roll out in two phases

- Phase 1 – Online Permit, Plan Review, Inspections and Code Enforcement starts 12/04/2023
- Phase 2- Online Occupational Tax/Business Licensing starts 01/01/2024
- The City of College Park will provide quarterly virtual training webinars to provide step-by-step instructions on how to utilize the system and to answer customers' questions.



### Code Enforcement Division

Our Code Enforcement Division is urging the public to identify houses to tear down. Dilapidated buildings aren't just an eyesore. They can hurt the value of surrounding properties and pose fire hazards.

Dilapidated and abandoned buildings are an ongoing problem in the city. We are urging the public to help identify properties in the city limits to demolish, adding it is particularly helpful for property owners of abandoned properties to contact our office at (404)-669-3762 to place their properties on the list.



### Occupational Tax (Business License) Division

- 1700 Business Licensing renewal letters to be sent by mail this week to our local business owners for their 2024 Business license renewals.
- Phase 2- Online Occupational Tax/Business Licensing starts 01/01/2024
- Business License renewal period starts January 1<sup>st</sup>
- The last day to renew without a penalty for business licensing renewals is March 31<sup>st</sup>
- Payments After April 1<sup>st</sup> will result in interest and penalties.

## CITY CLERK AND PUBLIC AFFAIRS OFFICE

### Strategic Communications Biweekly Recap



On November 30, 2023, the Strategic Communications team held their Simply Social certification ceremony for staff members who participated and completed the Simple Social eight-week program. Staff members who received certifications are: Subretha Beasley, Teriona Wilson, Ginger Melton, Theresia Huggins, Keshia Clark, Corey Carter, Frances Kennedy, Anthony Paniagua, Joanne Young and Wanda Watkins. Recipients of the Simple Social certification is now the official Social Media Managers for their respective departments.

Simple Social participants presented their departmental social media content at the certification ceremony. Department Heads were invited to show support and commend staff for their outstanding contributions. The Simple Social Program assists organizations in creating scheduled content for social media for five months, so businesses and organizations can promote their products and services more effectively and consistently. The Simple Social Program teaches Social Media Managers how to design Canva flyers and create branded videos currently trending on social media. The efforts of the Simple Social program were spearheaded by Strategic Communications team members Jamesia Harrison and Keshia Gass.





### **New Legislation Awaiting Approval**

The City Attorney's Office has recently drafted new legislation to formally transfer the duties and responsibilities of the City Clerk's authority of the Occupation Tax Office to the Chief Building Official. This new legislation specifically targets Chapter 11 of the College Park's Code of Ordinances, Occupation Licenses, Taxes and Regulations, and was slated for approval at the November 20, 2023, city council meeting. Unfortunately, that meeting was cancelled and therefore the legislation was not approved. Until the ordinance has been formally approved and adopted, the Office of the City Clerk will still resume responsibility for certain parameters within the Occupation Tax Office. It is suggested that once the transfer of duties is adopted, the Occupation Tax Clerk is reclassified as the Occupation Tax Revenue Administrator who will be responsible for proper issuance of Occupation Tax Certificates under the authority of the Chief Building Official and has been communicated respectively.

### **Agenda Meeting Preparation**

As we continue to move forward with the newer process of agenda and meeting management, there are still some kinks in the road with City Council agendas and meeting packets. Specific staff members are still learning how to draft Council Agenda Memorandum's (CAM's) and others are actively learning the MinuteTraQ meeting agenda software. In an effort to communicate effectively and timely, staff are reminded often of deadlines and processes so that agenda preparation is less strenuous for all parties involved. Previously, the office of the City Clerk sat in on a demonstration of a new agenda preparation software. Due to budget constraints, however, the idea was no longer considered and other parameters for agenda preparation were initiated. As staff constantly learns to maneuver and perfect the current agenda management processes, it is imperative to remember that it is the sole responsibility of each department to ensure that their agenda items are drafted, reviewed, and uploaded to the agenda preparation software. The Office of the City Clerk is available to assist departments when requested through effective communication.

Additionally, local municipalities have been surveyed to learn more about their meeting management and agenda processes. It was found that some municipalities are even more archaic than College Park, and of course some are much more advanced. The goal ultimately is to locate software that is user friendly, efficient and cloud based. This will allow staff, elected officials, and the community to have easier access to specific agenda items, rather than having to peruse an entire packet of information, and remote capabilities when necessary. Finding the perfect process and/or software is an ongoing task with plans of resolution in the upcoming 2024 calendar year.

## **ELECTRIC POWER**

### **Electric Vehicle Charging Stations**

Two dual electric vehicle (EV) charging stations were recently installed at the Georgia International Convention Center (GICC) in parking lot A. The installations have added 4 more chargers to the GICC campus to supplement the 4 that are already in place at the Gateway Arena parking lot E.

The City of College Park now has 12 total charging stations including 4 located in the Public Safety parking lot on Harvard Avenue.

City owned EV chargers are all level 2, meaning that a typical charge may take 2-4 hours.

The electric power department plans to install 4 chargers in each lot at the GICC in the next 2 years to total 20 on their campus. Four more will also be added to the Public Safety lot in early 2024.

EV chargers are a part of economic development and marketing for the City to attract visitors to spend time for events, shop, and dine at restaurants.



EV charging stations are in service in lot A at the GICC.

### **Distribution Automation**

Devices are now being installed on power lines to automate switching of power feeds during power outages. This project was planned and approved in 2021 but delivery of materials delayed installations.

The project focus will be on restoring power quicker to residential areas. For example, when a power circuit opens due to a fallen tree and 1500 customers are without power, the switches will help isolate the tree damage via automated operation to restore power to 1000 of those customers within a few seconds.

Twenty switches will be installed throughout the City particularly for residential areas and will cover all Wards. This project should be completed by July 2024.



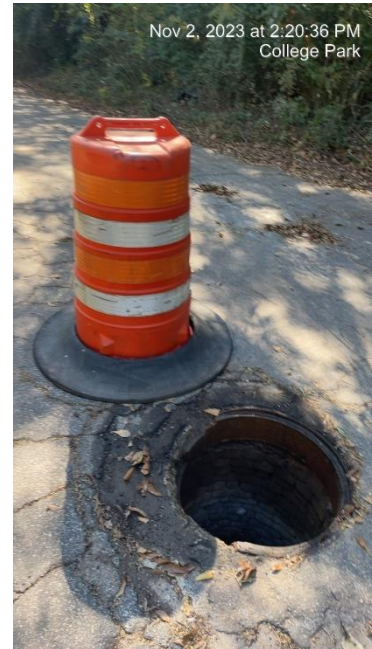
Distribution automation switches have already been installed on Fairway Drive and Herschel Road and will be functional in 2024.

Installation of EV charging stations and distribution automation supports the Strategic Plan Goal V: Governance and Customer Service under section V.2 - Expand infrastructure - physical and information technology.

## **ENGINEERING AND INFRASTRUCTURE DEVELOPMENT**

### **Integrated Collaboration for Six West Project: Ensuring Safety and Infrastructure Integrity**

The Engineering & Infrastructure Development Department (EID) collaborated with the Sustainability Development Department and the Public Works Department to identify components related to the street opening within the Six West Project. As the pavement construction approaches completion, the EID has pinpointed hazardous Sanitary Sewer manholes in the project vicinity and has initiated remediation efforts. Working in conjunction with the Public Works Department, plans are underway to implement barriers and delineation measures to prevent through traffic in areas that, at certain points, become dead ends and pose potential hazards. Additionally, side streets along the Six West Project have been identified as sites for illegal dumping, highlighting the need for prompt addressing of this issue.



The Six West Project, strategically positioned near the world's busiest airport, Hartsfield-Jackson International, is on the verge of entering the market for potential buyers. Spanning 311 acres, this site is poised to become one of the Southside's largest mixed-use project, eagerly awaiting developers capable of bringing a groundbreaking \$1.5 billion vision to life. As this transformative journey takes shape, promising to redefine the area's landscape, various departments are collaborating to uphold safety and ensure infrastructure integrity throughout these dynamic development endeavors.

### **Enhancing Safety Protocols: Collaborative Training Initiative by College Park Departments and Georgia 811**

Aligned with the dedication to nurturing a culture of safety and proficiency in response to the dynamic excavation environment in Georgia, on Tuesday, November 28th, the College Park Department of Electric Power and the Engineering Department joined forces with Georgia 811 to organize a specialized training program concentrated on excavation practices. The main goal of this initiative is to equip



employees with a thorough comprehension of the updated Georgia Dig Law, covering essential processes such as normal ticket issuance, design ticket procedures, construction notification protocols, handling extraordinary circumstances, and conducting damage reporting and investigations.

The training session, skillfully led by Mr. Micheal Bell from Georgia 811, a highly experienced professional with over 20 years in the industry, was hosted at the College Park Police Department. This collaborative endeavor ensures that the staff is thoroughly equipped to navigate the intricacies of the updated regulations, thereby promoting a safer and more informed approach to excavation practices within the community.

### **The Traffic Concerns on Lakeshore Drive**

The Department of Building and Property Sustainability's Code Enforcement Division and EID collaborated to investigate a complaint about traffic congestion on Lakeshore Drive. In an effort to alleviate congestion, the street underwent recent repaving and restriping. Although there were concerns regarding lane widths, the applied striping adhered to GDOT's requirements. However, further investigation highlighted the need for significant enhancements, including road widening, to effectively address the pronounced traffic buildup, particularly during school hours in the surrounding area. A previous engineering study was undertaken to explore the feasibility of establishing sidewalks and bike paths along this stretch. However, the project was halted for various reasons.



## Enhancing Safety Measures at Intersection of Hospitality Way and Sky Train Way

The Police Department received numerous complaints regarding traffic concerns along Hospitality Way and Sky Train Way. During investigation, the Engineering and Infrastructure Department (EID) identified a 6-foot-tall metal bollard left behind after construction, posing a potential threat of severe injuries in the event of a collision, especially in poorly lit conditions. Despite challenges in assigning responsibility due to the project involving multiple stakeholders, collaboration with AC Hotels facilitated the successful removal of the hazardous bollard. EID, in coordination with the Public Service Department and the Police Department, initiated a comprehensive effort to establish a three-way stop sign at the intersection. This involved strategic measures to increase site visibility, including the relocation of fences along Sky Train Way and Hospitality Way.



The EID also coordinated with the Public Service Department and police department to establish a three way stop sign at this intersection. This was a coordinated effort because it needed to increase site visibility that included relocating fences along Sky Train Way and Hospitality Way.



## Progress Update on Gateway Connector Bridge Project

The Gateway Connector Bridge project is approaching its completion milestone. Nevertheless, the initially scheduled erection and road closure of Camp Creek Parkway in November have been postponed, with the anticipated date now set for late January 2024.



## **FINANCE DEPARTMENT**

### **College Park's 2023 Property Tax Season: Simplified and Digital!**



The City of College Park's Property Administration office has completed its review of the 2023 Tax Digest. Starting December 1st, we will begin distributing approximately 4,500 tax bills to our valued property owners. In tandem with this, we are excited to announce the availability of updated information on our online portal, <https://collegeparkpay.com>. This portal is designed for the residents convenience, allowing them to access, download, email, and pay their property taxes online, all with the assurance of real-time accuracy thanks to its integration with our advanced tax software. Please note that the deadline for tax payments is January 26, 2024.

Should you have any inquiries or concerns, you are encouraged to reach out to Philip Latona at 404-669-3765 or via email at [platona@collegeparkga.com](mailto:platona@collegeparkga.com). We are here to help and ensure a smooth and efficient tax process for all our residents.

### **Progress Update: College Park CARES Act Utility Assistance Grant - Phase III**



On May 15th, 2023, the City Council approved the receipt of additional Community Development Block Grant Coronavirus Response (CDBG-CV) funds, totaling \$76,427.50, allocated to the City of College Park. This funding is part of the CDBG Coronavirus Response under the Coronavirus Aid, Relief, and Economic Security (CARES) Act. The funds are specifically allocated for Phase III of the Emergency Utility Assistance program, aimed at aiding Fulton County/College Park area (30337) residents who continue to face hardships due to the pandemic.

The City of College Park is committed to the timely disbursement of these funds by the deadline of December 31st, 2023, to support residents facing difficulties with utility payments. Reinforcing the previous protocol followed, we are hopeful that this task will be accomplished within the allotted amount of time.

As of November 30th, 2023, the progress status of Phase III of the College Park CARES Act Utility Assistance Grant is as follows:

#### **I. Overview of the College Park CARES Utility Assistance Grant - Phase III**

- Total Amount of the Utility Assistance Grant Awarded To-Date: \$38,600.00
  - Total Number of Accounts Awarded: 34
  - Total Number of Accounts Pending Decision: 6



- Total Number of Accounts Denied: 32
- Total Number of Accounts with Scheduled Appointments: 20
- Maximum Award Per Resident: \$2,000.00
- Total Amount Spent Including Estimated Admin Costs: \$ 46,400.00

The Customer Service Department is actively identifying residents with outstanding balances and reaching out to schedule appointments for assistance in applying for the program. Should there be any questions or concerns about the program, the Grant Administrator, Melissa Lamour, can be reached at 404-585-3238 or via email at [CDBG@cityofcollegeparkga.com](mailto:CDBG@cityofcollegeparkga.com).

## **FIRE RESCUE**

### **Community Partnership**

On November 28, 2023, College Park Fire Rescue partnered with the Georgia Department of Public Health – Child Occupant Safety Project and Safe Kids Worldwide to host a Car Seat Technician Course at the Public Safety Community Room. The purpose of the training is to provide course participants with the requisite knowledge, skills and ability to teach the general public the proper installation of infant car seats and to perform child safety seat checks. After the training, participants will receive a completion certificate from National Child Safety, valid for two (2) years.

The College Park Community will greatly benefit from this service. Residents will be able to make an appointment or visit their local fire station to learn proper car seat installation or verify proper installation.



### **Community Award Recognition for Outstanding Teamwork for Life Saving Action**

On November 4, 2023, College Park Fire Rescue received the Ronnie Thames Award for displaying outstanding teamwork at the College Park Airport Hilton Hotel. On September 16, 2023, the fire department responded to an apartment fire on Godby Road and with the assistance of The City of South Fulton Fire & Rescue, eleven civilians and one dog were safely evacuated from a potentially fatal situation without any casualties.

The Ronnie Thames Foundation is a 501(c) (3) nonprofit organization that recognizes fire departments in the State of Georgia for exemplary service for Heroism, Leadership, Teamwork and Education and Community. College Park Fire Rescue was the recipient of the Teamwork Award from the applications submitted.



### Recruit Training

Seven (7) fire training recruits have successfully completed fire training and have transitioned to Emergency Medical Technician (EMT) Training. The seven recruits will attend training for several months, completing EMT-Basic and Advanced EMT.



Five (5) fire training recruits have also successfully completed Emergency Medical Technician (EMT) Training from the Atlanta Technical College. The EMT recruits will transition to fire training in January 2024. The training will last for several months; completion is expected late spring or early summer of 2024.

## Workplace Fire Prevention Tips

# Workplace Fire Safety

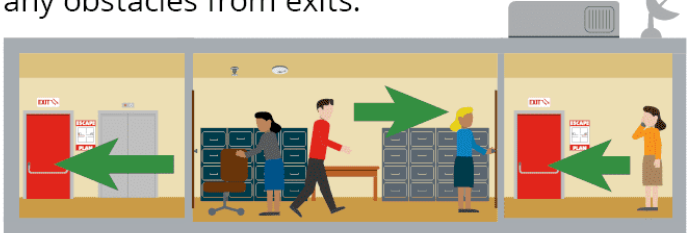
**Did you know?**




Every year in the United States there are

16,500

office and store fires.

Employees should plan and practice multiple escape routes in case one is blocked and remove any obstacles from exits.



### Messages to share with employees

[Click to copy message.](#)

#### Eliminate fire hazards:

Check for damaged or overloaded electrical outlets, cords and cables.

Keep anything that can burn away from electrical equipment.

Never leave portable heating devices unattended.

### Messages to share with employers

#### Prepare for emergencies:

Make sure smoke alarms and fire sprinklers are properly installed and working.

Post clear fire escape plans on every level of a building.

Teach employees about exit locations, escape routes, and fire protection equipment.

# Workplace Fire Safety

Every year in the United States there are 16,500 office and store fires that cause over \$932 million in direct property damage.

Here are some tips to help prevent workplace fires, keep workers safe and keep businesses open.

## Employees should:

- Eliminate fire hazards:
- Check for damaged or overloaded electrical outlets, cords and cables.

- Keep anything that can burn away from electrical equipment.
- Never leave portable heating devices unattended.

## Employers need to prepare for emergencies:

Make sure smoke alarms and fire sprinklers are properly installed and working.

Post clear fire escape plans on every level of a building.

Teach employees about exit locations, escape routes, and fire protection equipment.

## If there is a fire:

Call 911.

Notify co-workers of the fire.

Never use the elevator. Walk, don't run, down the stairs.

If you can't evacuate, remain calm. Seal door gaps with jackets and wait at the window.

For more information on fire safety in a variety of workplaces, visit [www.osha.gov](http://www.osha.gov).

Visit [usfa.fema.gov](http://usfa.fema.gov) for more free fire-safety resources.

## HUMAN RESOURCES AND RISK MANAGEMENT

### Talent Management

#### Vacancy Report as of November 30, 2023

<b>Vacancy Report</b>				
11.01.2023 - 11.30.2023				
<b>Department</b>	<b>Job Title</b>	<b>Advertised From</b>	<b>Advertised To</b>	<b>Openings</b>
<b><u>Arena &amp; GICC</u></b>				
NEW	Custodian - Arena	10/4/2023	Continuous	1
4970-926	Crew Leader - GICC	8/15/2023	Continuous	1
4969-019	Crew Worker - Arena	9/22/2023	Continuous	1
4970-098	Crew Worker - GICC	10/12/2023	Continuous	1
4970-084	Electrical Service Mechanic - GICC	3/3/2023	Continuous	2
4970-056	Marketing Manager - GICC & Gateway Arena	10/4/2023	Continuous	1
4970-910	Part-Time Custodian - GICC	2/3/2022	Continuous	2
4970-094	Part Time Crew Worker - GICC	2/9/2022	Continuous	1
4970-924	Part-time Parking Attendent	9/30/2021	Continuous	3
<b><u>Executive</u></b>				
INTERN	Marketing Intern	1/4/2022	Continuous	1
<b><u>Fire</u></b>				
3520	Certified - Firefighter/AEMT	7/1/2021	Continuous	1
3520	Recruit - Firefighter/AEMT	7/1/2021	Continuous	1
3520-164	Fire Division Training Chief	9/22/2023	12/31/2023 23:59	1
<b><u>Inspections</u></b>				
7200-010	Code Enforcement Officer	11/3/2023	11/24/2023 23:59	1
<b><u>Legislative</u></b>				
1100-900	Part-Time Custodian	10/24/2023	Continuous	1
<b><u>Police</u></b>				
3800-015	Communications Operator - E911 Dispatcher	7/30/2021	Continuous	1
3400-001	Part-time Jailer	11/29/2021	Continuous	1
2650-904	Part-time Records Clerk - Courts	7/31/2023	Continuous	1
3223-000	Police Officer	7/7/2021	Continuous	17
<b><u>Public Works</u></b>				
4200-012	Equipment Operator II - Highways & Streets	8/17/2022	Continuous	1
4250-002	Equipment Operator II - Stormwater	7/22/2022	Continuous	1
NEW	Erosion Control Compliance Specialist	7/16/2021	Continuous	1
<b><u>Parks, Recreation &amp; Cultural Arts</u></b>				
6122-012	Part-time Custodian - Recreation	10/4/2023	Continuous	1
6110-922	Part-time Gymnastics Instructor	7/22/2021	Continuous	2
CONTRACT	Gymnastics Instructor - Contractor	11/29/2022	Continuous	N/A
<b>Legend</b>				
Blue Highlight - Part-time Position				
Yellow Highlight - Contracto Positions				
Green Highlight - Intern Position				

### New Employees – November 2023

**NOVEMBER NEW HIRES**

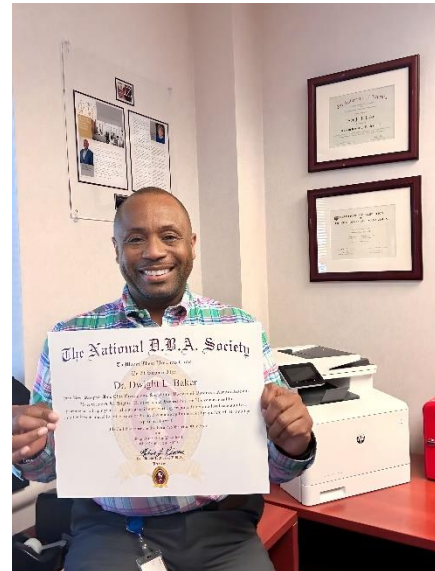
**Imani Roberson**  
Fire Recruit

**Jeffrey Jackson**  
Fire Recruit

**Taylor Halcome**  
Fire Recruit

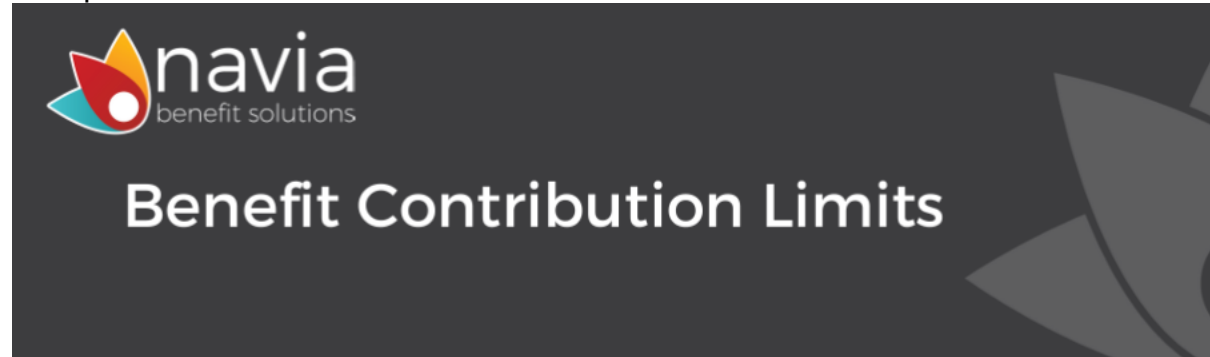
### Human Resources and Risk Management – Achievements

Director of Human Resources and Risk Management, Dr. Dwight L. Baker, has been accepted into the National DBA Society, highlighting his commitment to scholarly practice, a Doctorate in Business Administration, and positively impacting society. #DBASociety #ScholarlyPractitioner #DoctorBusinessAdministration #SocialChange



## Employee Benefits

The IRS has recently released the 2024 benefit contribution limits for Flexible Spending Accounts, Commuter benefits, Adoption Assistance, and other categories. Please find the updated 2024 limits below.

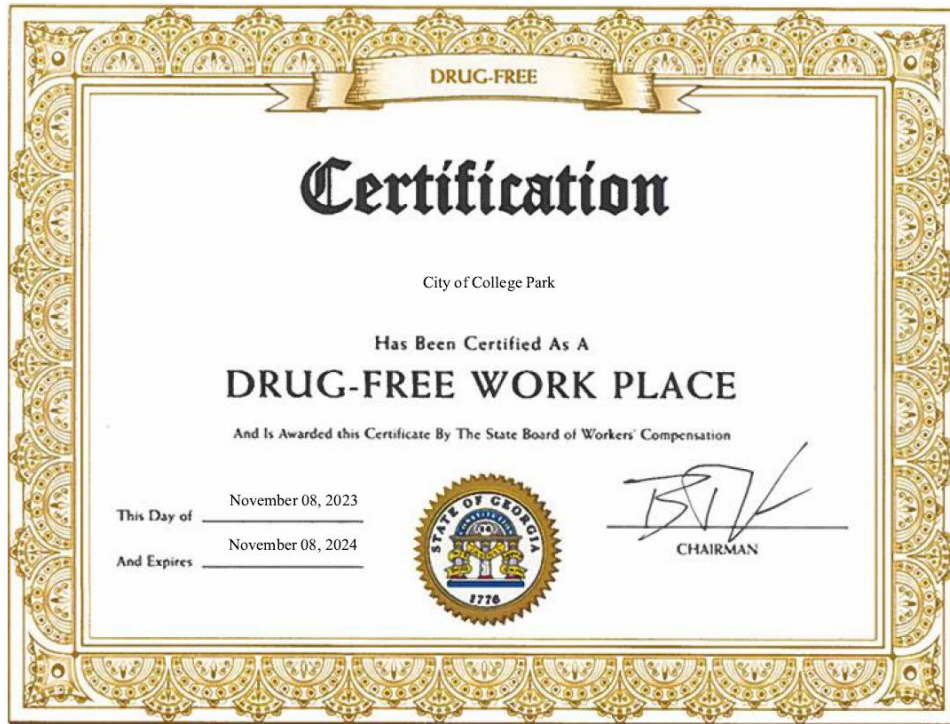


	2023	2024
<b>Healthcare &amp; Limited Flexible Spending Accounts (FSA)</b>		
<b>Annual Maximum</b>	\$3,050	\$3,200
<b>Carryover Maximum</b>	\$610	\$640
<b>Dependent Care Flexible Spending Accounts (FSA)</b>		
<b>Self/Married Annual Maximum</b>	\$5,000	\$5,000
<b>Married, but Filing Separately Annual Maximum</b>	\$2,500	\$2,500
<b>Commuter Benefit Accounts (Transit &amp; Parking)</b>		
<b>Monthly Maximum</b>	\$300	\$315
<b>Health Savings Accounts (HSA)</b>		
<b>Individual Annual Maximum</b>	\$3,850	\$4,150
<b>Family Annual Maximum</b>	\$7,750	\$8,300
<b>Catch-up Maximum</b>	\$1,000	\$1,000
<b>HDHP Qualified Plan</b>		
<b>Individual Annual Maximum</b>	\$1,500	\$1,600
<b>Family Annual Maximum</b>	\$3,000	\$3,200



## Risk Management

To champion a drug-free workplace, allowing Georgia employers to optimize productivity, strengthen their competitive positions, and achieve success without the costs, delays, and tragedies associated with substance abuse-related work accidents. The Office of Human Resources and Risk Management in College Park proudly announces that, as of November 8, 2023, we are officially recognized as a Drug-Free Workplace by the Georgia State Board of Workers Compensation.



Alongside regular drug screenings, HR and Risk Management will persist in offering ongoing education for supervisors. The HR Policy Manual features a well-crafted substance abuse policy acknowledged by all City employees, complemented by access to the Employee Assistance Program (EAP) if needed.

## INFORMATION TECHNOLOGY

**Access Control Update:** Integrated Solutions technology has installed access control at Public Works building. The rear door is outdated, and the entire frame needs to be replaced which is part of the old building structure. We really need to consider moving Public Works out of that building into a more secure up to date environment. The building is not technologically friendly for us to expand our footprint. Integrated Technical Solutions will give us a credit on that portion of the project for that location. They have offered to provide some credit back to our account. I asked them to provide another viable security solution for that door. The other doors are now secure in that building.



**Textedly Software-** The 15-day trial has ended for this software. The software worked very well for our environment. The objective was to pull all our staff emails into a database and send messages to all buildings, a specific building, or individual with 2-way communications. Our Fire dept. asked me to delay the purchase of this software because they believe Falcon can provide similar service. We are waiting on testing to begin with Falcon which is controlled by Emergency Manager. I would like something in place before we enter those very cold days that have potential to wreak havoc throughout the city. The accolades for textedly are listed below.



**Sage Gov.-** Great news we are ready to go live with Inspections, and Code Enforcement, on December 4<sup>th</sup>. Using the new Sage Gov. software. This software will take the place of New World for these units. We will also set up a station in the lobby to assist citizens who may want to pay or apply for services when they come to city hall. I had a brief meeting with Business License, Inspections, and Code Enforcement to discuss logistics on Wednesday.



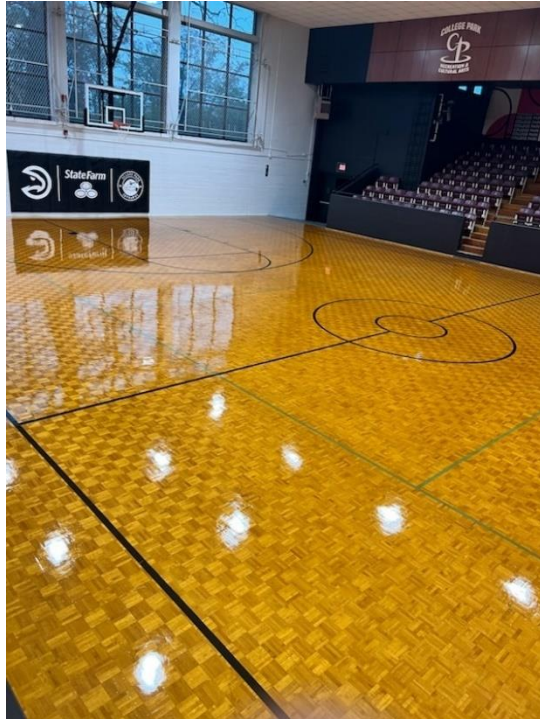
**Barrett Park-** We are working with Director Michelle Johnson of Recreation to complete the access control for the bathroom at Barrett Park. The access will be triggered by technology called “Butterfly” a push on the panel button, this will alarm the staff to open the restroom door. The purchase order has been processed, and we are waiting on the contractor to install the equipment. See picture below.



## PARKS, RECREATION AND CULTURAL ARTS

### **Gymnasium Floor's Refinished**

Each year the Parks, Recreation and Cultural Arts Department budgets to refinish the gymnasium floors. The floor refinish includes the Brady Recreation Center, City Auditorium and Tracey Wyatt Center Red and Blue gymnasiums along with the City Auditorium stage. With the rich history of the City Auditorium and the recent upgrades to the facility by State Farm and Atlanta Hawks, the refinished floors complete the facility upgrade and look fantastic. For a building built in the early 1900's, it is well maintained and is a building the City is proud of.



The City Auditorium is used for recreation programming to include Artesia's Baton Twirling, basketball practice for both girls' and boys' basketball programs, and Atlanta Hawk's former National Basketball Association (NBA) player Charlie Criss for youth basketball training. Besides recreation programming, the space is rentable and is used for dance recitals, plays and other organizational events seven days a week. The space is used for Cultural Arts programming for City-wide events to include the Black History



Program and is used for any request for official needs of the City like swearing in or town hall meetings and is a voting poll for registered

voters in Fulton County. There is not typically a day that the facility is not used throughout the year.

It is such an amazing, centralized space for the City that the demand may warrant a discussion that the space be used for specific events and rentals and a discussion for space for recreation programming needs may need to consider another Parks, Recreation Center and a Cultural Arts Center for the City in the future.

### 50<sup>th</sup> Senior Thanksgiving Luncheon

The Parks, Recreation and Cultural Arts Department hosted the 50<sup>th</sup> annual Senior Thanksgiving Luncheon at the Tracey Wyatt Recreation Center on Thursday, November 16, 2023, from 11:30 AM to 1:00 PM. The event theme was “Kentucky Derby” inspired and the Seniors showed out with their amazing hats and attire. The event is coordinated by Program Coordinator, Jerisha



Bronson, who oversees City-wide events to include collaboration with College Park Police for Trunk or Treat and Light Up College Park, Christmas Parade, Santa is Coming to Town, Black History Program, and the Easter Egg Hunt. She also coordinates Summer Day Camp for department.

### Brannon Park Renovations



The City of College Park, with a development agreement with Rocklyn Homes, renovated and upgraded Brannon Park. Brannon Park Baseball Field had not been used for years and with the developmental agreement the field has been refurbished by clearing all debris, trees and roots and sodded with irrigation added. Brannon Park, located next to Rocklyn new homes, received a new restroom and parking lot improvements through the development agreement. The field looks fantastic and there are a few items that are needed to finish the park such as bleachers for the audience, dug

out benches and press box behind home field. This multi-purpose field will be used for

both women’s and youth kickball, flag football and field space for the football, cheerleading program, and soccer practice. With a collaboration with the Economic Development Team, Prime Engineering, Rocklyn Homes Builders and the Parks, Recreation and Cultural Arts Department, the upgraded park and amenities will be a great addition for recreational programming and the citizens.

**Light up College Park and Tinsel Trail**

The 31<sup>st</sup> Annual Light Up College Park with the College Park Main Street Association



(CPMSA) Tinsel Trail was held on Monday, November 27, 2023, from 6:00 PM-8:00 PM in front of the City Auditorium. The Ceremony Host for the event was La'Tasha Givens with featured live performances from the Mario Trio Band, Benjamin Banneker High School Band and Ensemble, Main Street Academy and Jewel Dance Academy.



There were refreshments from Proof of the Pudding and Dreaming Sweets. College Park Main Street Association also provided hot toddies and hot chocolate. Mr. and Mrs. Claus made a guest appearance in which they were brought in by the College Park Fire Department on a ladder truck to meet the crowd.



Last year was the first year of the City featured a tree for the holidays located in front of the City Auditorium. The nativity returned as well after being replaced during COVID. The nativity scene was a long-standing tradition in which many of College Park citizens voiced the love of the tradition on the lawn and the memories of childhood growing up of visiting the nativity scene. The Director of Parks, Recreation and Cultural Arts, Michelle Johnson, remembers when she was growing up in College Park coming downtown to visit the nativity scene as a young girl with her family.

Parks, Recreation and Cultural Arts, Michelle Johnson, remembers when she was growing up in College Park coming downtown to visit the nativity scene as a young girl with her family.

This year there were additional decorations added on the City lawn to include a manger for the nativity scene, a dreidel, menorah, and kwanza decorations for the holiday. Decoration for the Auditorium lawn, downtown Train Depot and Georgia International Convention Center are provided by ADKD LLC. A special thank you to the Power Department for the main streetlights and additional decoration with a lighted snowflake at the entrance walkway to the City Auditorium.

**Amazon Donates for Santa is Coming to Town**

The City of College Park received a donation of \$30,000 for the event hosted by Parks, Recreation and Cultural Arts for Santa is Coming to Town. The donation was given to the College Park Main Street



Association (CPMSA) for the city to purchase toys for the 3<sup>rd</sup> Annual Santa is Coming to Town to be held on December 16, 2023. This event started in 2021 with an idea from a citizen who mentioned to Mayor Bianca Motley Broom during a One on One. In 2021 the first year there

were small toys and books given out by Mr. and Mrs. Claus and when Amazon heard of the event in 2022, they decided to support the event by donated \$5000 toys in which they purchased along with a \$30,000 donation for the City of College Park to purchase toys.



In November, Amazon announced again that they will be supporting the event with another donation of \$30,000 to provide toys for the event. Santa is Coming to Town, will ride through the City with surprise stops in each ward with Mr. and Mrs. Claus to bring gifts and spread holiday joy. The event is so much fun for the community and to see the joy and surprise on the children’s faces when they see Mr. and Mrs. Claus with gifts in tow makes it all worth it.



## POLICE

### **Police Officers Graduation**

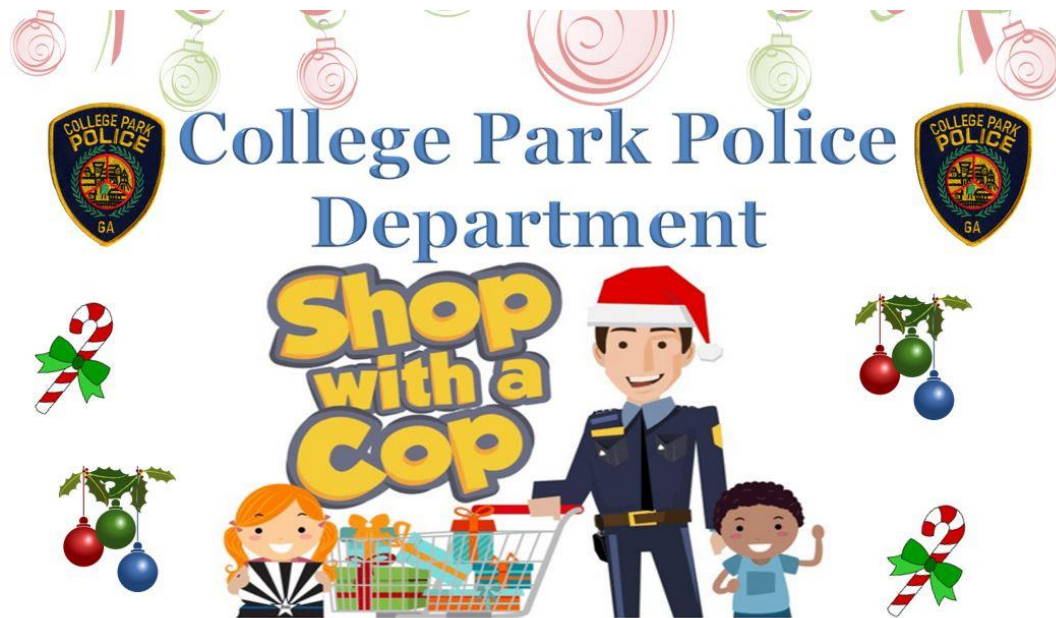
On November 17, 2023, Officer DeVonta Hoskin and Officer Tony Ried graduated from North Central Georgia Law Enforcement Academy, Basic Law Enforcement Class.

Officer Hoskin and Officer Reid will enter the Police Department forty (40) working day Field Training Program. The Field Training Program is universally described as the most important stage in the process of becoming an independent law enforcement officer. The Field Training Program is important because it provides new officers with a natural progression of learning to ensure that academic principles taught in the academy are properly applied in the field. [Strategic Connection: Governance and Customer Service]

### **Background and Recruitment**

The Command Staff held a hiring board on November 29, 2023, and recommended three (3) Police Officer Candidates for hire. They will undergo an intense background check. Once completed, we look forward to them joining the College Park Police Department Family. [Strategic Connection: Public Safety and Security]

### **Community Outreach**



The Police Department is currently preparing for our annual Shop with a Cop.

To be eligible, you must reside inside the City of College Park Georgia. The children must be between the ages of 3 – 13 years. Cannot have participated in the last three (3) years and must be actively enrolled in school.

Contact (404)761-3131 for more information. [ Strategic Connection: Public Safety and Security, Governance and Customer Service, Quality of Life]

# 10

## Online Shopping Security Tips

Black Friday and Cyber Monday





**Beware of Fake Websites**

 <p><b>Use Secure Websites</b></p>	 <p><b>Be Cautious About Phishing Emails</b></p>	 <p><b>Avoid Pop-ups and Ads</b></p>
 <p><b>Prefer Credit Cards</b></p>	 <p><b>Ensure Unique, Secure Passwords</b></p>	 <p><b>Use a Secure Network</b></p>
 <p><b>Update Security Software</b></p>	 <p><b>Monitor Bank Accounts</b></p>	 <p><b>Beware of Social Media Scams</b></p>

To ensure our residents do not become victims of cybercrimes, we created online shopping security tips for our residents. Cybercrime is a criminal activity that either targets or uses a computer, a computer network, or a networked device. Most cybercrimes are committed by cybercriminals or hackers who want to make money. However, occasionally, Cybercrime aims to damage computers or networks for reasons other than profit. These could be political or personal.

Individuals or organizations can carry out Cybercrime. Some cybercriminals are organized, use advanced techniques, and are highly technically skilled. Others are novice hackers.

Cybercrimes can include but not limited to email and internet fraud, identity fraud (where personal information is stolen and used), theft of financial or card payment data, and selling illegal items online. [ Strategic Connection: Public Safety and Security, Governance and Customer Service, Quality of Life]

### Agency Support



The Executive Staff and other members of the College Park Police Department attended the memorial service for the fallen South Fulton Police Department, K9 Officer Max on Monday, November 27, 2023, at World Changers Church International.

K9's are police dogs that are trained to assist police and other law enforcement officers with searching for drugs and explosives locating missing people, finding crime scene evidence, protecting officers and other people.

## PUBLIC WORKS

### **Building and Grounds**

The Building and Grounds Division continues to progress with making up for missed mowing and other landscape duties due a limited staff and election traffic. We have managed to complete most city owned facilities and are working on the city's right-a-ways and side streets, cutting back brush off sidewalks and fencing. A lot of our focus for our fall and winter season is to continue maintaining the city grounds with more of a focus on leaf and limb clean up. As the leaves fall, the building and grounds will be working closely with the Sanitation Division, to ensure the upkeep and safety for our residents and visitors. See below before and after of a right-a-way clean-up.



## Highway, Streets & Storm

The Highway, Streets and Storm Water Division was tasked to assist in a beautification project that would replicate the flower beds found throughout the City. The location of these flower beds would be Frontage Road on Camp Creek and on Sullivan Road across the street from the Embarcadero Apartments in Ward 2.

This division constructed a concrete slab in both areas mentioned above, along with a retention wall to house the large flowerpots that will occupy this area. (See below a picture of the larger flower planters, slab and, retention wall below)



More asphalt cut repairs for this department. This process involves sawing out deteriorated, old asphalt and filling the area with a new gravel base and hot-mix asphalt. After compacting, a binding tack coat seals joints to prevent water intrusion.

Asphalt cut repairs are a type of repair that involves cutting out a section of damaged asphalt and replacing it with new asphalt. This one happened to have taken place in Ward I. (See below pictures)



### Keep College Park Beautiful

Educating the public regarding actions they can take to help maintain and improve the City’s physical environment is one of the strategies Keep College Park Beautiful implements. We work with other entities of the department to present information to the public. One such activity included submittal of an information statement to be placed in residents’ utility bills. The insertion is required by the Environmental Protection Division meeting requirements of the Public Education section for the City of College Park Storm Water Management Program, (SWMP), Public Education - Utility Bill Message. The requested statement is below.

Report illicit discharges during business hours to 404-699-3778 and after hours call 404-761-3131 Ordinance Section 10 -163 IDDE

Additionally, a flier was also developed to be placed at public location and to be given out at community events. Please see pictured below.



### Community Building and Partnerships

Keep College Park Beautiful held its first meeting of the 2024 fiscal year. We laid out some activities for the coming year which includes the planning of trail clean ups in

conjunction with Trail Clean Up Day, September 16, 2023. Please come out and join us in this cleanup effort. The focus trail will be Phoenix Trail which is being considered for a \$75,000 grant. All are invited to nominate Phoenix Trail Daily at <https://lnkd.in/g-qxtfiG>

Dr. Emmanuel Adediran, Public Works Director and Cedric Hand, Sanitation Superintendent met with Leo Barrios, Assistant Director of Facilities at Woodward Academy to discuss methods to improve and grow sustainability on campus. Our talks centered around improvements in recycling collection in school, collection methods and locations for collections. I look forward to meeting with the Woodward Academy Sustainability Committee and presenting to students regarding sustainability and volunteer involvement.

Georgia (GA) Works continues to be a great partner. In the 1<sup>st</sup> six weeks of this fiscal year, Ga Works has collected 124 bags of litter from their once-a-week collection. They also collected as a special request Old National Highway from Sullivan to Old Bill Cook. The request was made by Jill Lindsey a member of the Old National Business Association in a meeting with Public Works. I total GA Works collected 126 bags of litter amounting to 1,384 pounds of litter, that's just over a half ton.

Because of their great work, GA Works is in negotiations for a litter contract with Atlanta Airport Community Improvement District. They will be covering areas such as Camp Creek Parkway and interstate off and on ramps which are not a part of their normal coverage area in College Park. This new collection area will include not only College Park but East Point, Atlanta, and Clayton County. Additionally, the office facilitated GA Works ability to take litter collected with this job to a disposal facility.

GA Works also sourced out and gifted bags for Keep College Park Beautiful to use in the 96 gallon rolling trash containers the youth did as an art project. The containers are in Phillips, Barrett and Willis parks and the playground at Tracey Wyatt. Pictures below



To help with our current shortage in Building and Grounds, Public Works entered into a contract for temporary labor to be provided by GA Works. Because of our working relationship

facilitating this option has given two workers currently with the hope of more in the near future. Who knows, we may be looking at long-term employment should this contract prove beneficial. It's wonderful to have such great partners.

### Sanitation

The Sanitation Division deals with various types of waste daily. Occasionally, garbage is not contained within a bag. Biohazardous waste, such as medical waste, is a serious concern for sanitation collectors. Sanitation collectors understand that safety is the number one priority in disposing of this trash. If biohazardous waste falls during a sanitation pickup, the collectors must safely pick it up by hand.



Recently, our collectors came across biohazardous waste pictured below (used needle and pill a prescription pill bottle) during their route. This is where the importance of our Personal Protective Equipment (PPE) is essential.

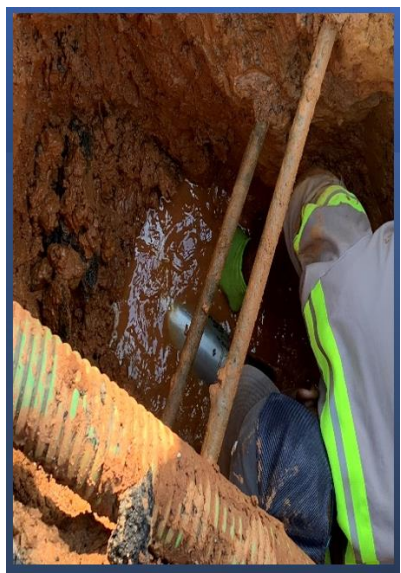
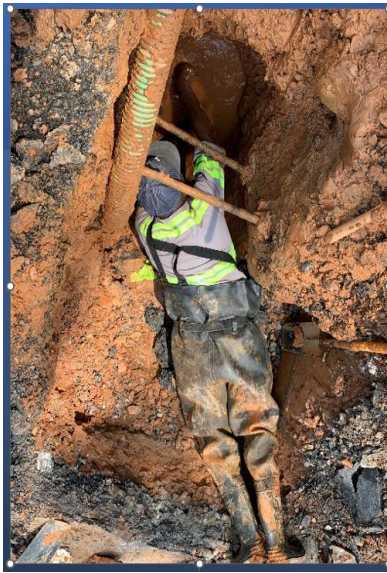
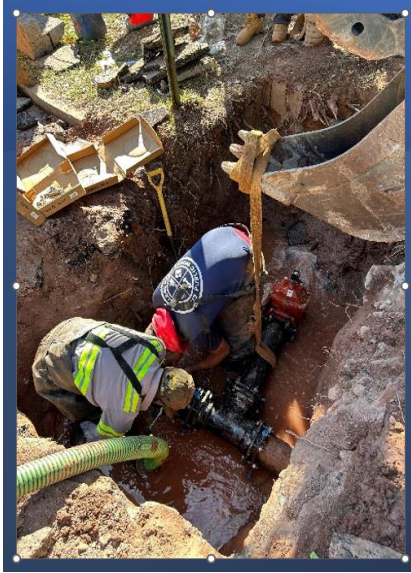


### Water and Sewer Division

The Water & Sewer is consistent with staying on top of the city's repairs and water valve concerns are just one of the many things this department does. Recently, this division repaired a 6' water valve on Park Terrace and a 2' water line on Parkview Circle.

This is an extremely important repair in that it involves water damage prevention to homes and businesses. An unrepaired water valve can cause water leaks, flooding, low water pressure which can all affect the performance of how our city water flows. (See below pictures)





## **SUSTAINABLE DEVELOPMENT**

### **City Planner**

The City Planner has been busy with a renewed burst of activity during November, supporting applications for Board of Zoning Appeals variance considerations on a proposed 205,000 square foot industrial distribution center at 0 Naturally Fresh Boulevard and a rezoning application for six parcels on Herschel Road for a 98-unit multifamily complex with supporting on-site recreation and open space amenities. Once the Staff Report is completed, the applications and reports will be distributed, along with the hearing date.

The variance application brought before the Board of Zoning Appeals on November 13th, 2023 was unanimously supported, as well as a unanimous recommendation by the Planning Commission for approving the Conditional Use Permit application for a Type II Home Occupation on November 27, 2023 (art studio). On-going daily activities include managing and responding to phone and email inquiries for property and zoning information, preparing Zoning Verification Letters, conducting pre-development meetings with potential applicants, updating Standard Operating Procedures and preparing the public hearing calendars for 2024 for the two boards.

### **Six West and the Business and Industrial Development Authority (BIDA)**

Staff is working with Stream Realty to conduct on-going analysis and vetting of pursuits generated from their marketing efforts. Staff is also working with the legal team for terms on real estate transactions that involve both BIDA and City owned properties, including seeking multiple department input and guidance, as appropriate. We also have been conducting research and title work for properties for an active retail pursuit, which is early in discussion.

BIDA assistant secretary Subretha Beasley has been working intensely to prepare for the annual business award dinner, hosted by BIDA to recognize local businesses and leadership. We thank Chairwoman Jefferson and all of Mercede Miller's team at the GICC for the extra effort and attention.



Bole Ethiopian Restaurant won Business of the Year Award at last year's ceremony for Main St/Virginia Avenue association area. Pictured above is owner Tigist Legese.

Backstage Atlanta won Business of the Year Award for the Old National Corridor and Southside. Owner Sonja Douglas is pictured below, accepting her 2022 award.



### **Community Development**

The Price Barbershop received an analysis by an historical architect, which should be available by the end of next week for distribution. Staff has also guided urban designers to develop a community engagement program, including interviews, focus group meetings with the Preservation of the Original Historic African American committee (PHOAA) and a community meeting aimed to generate community discussion and exchange ideas about the future of the historic site and markers.

Staff also conducted a detailed field visit for the area zoned as Transit Oriented Development (TOD) to inform the preparation of zoning code analysis and recommendations for Council to consider for amendments in the TOD, specifically related to housing options. This was prompted both by investors seeking residential on the first floor and the desire for “tiny” or “cottage” home developments not currently defined by zoning.

### **Main Street and Virginia Avenue Association Board: Tinsel Trail**

In partnership with the City’s Annual Tree Lighting event, the College Park Main Street Association (CPMSA) enjoyed a very successful “Tinsel Trail” event with the sale and decoration of trees, along with the sale of hot toddies and other offerings. CPMSA

raised around \$5,000 from the event. Remember, voting for best tree award ends midnight December 17<sup>th</sup>. We announce the winner on December 18<sup>th</sup> with the award of a giant gold winning ribbon! And bragging rights!



Very truly yours,

*Stanley D Hawthorne*

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