

CITY OF FOREST PARK MAYOR & COUNCIL

WORK SESSION MINUTES

Monday, February 1, 2021 | 6:00 PM

The Honorable Mayor Angelyne Butler, MPA

The Honorable Kimberly James
The Honorable Hector Gutierrez
The Honorable Allan Mears

The Honorable Dabouze Antoine
The Honorable Latresa Akins-Wells

Interim City Manager:
City Clerk:
City Attorney:

Shalonda Brown
Sharee Steed
Mike Williams

I. CALL TO ORDER/WELCOME: The meeting was called to order by Mayor Butler at 6:00pm

II. ROLL CALL- CITY CLERK: All was present, and a quorum was established.

Attendee's Name	Title	Present	Absent
Angelyne Butler, MPA	Mayor, At-Large	✓	
Kimberly James	Council Member, Ward 1	✓	
Dabouze Antoine	Council Member, Ward 2 Mayor Pro-Tem	✓	
Hector Gutierrez	Council Member, Ward 3	✓	
Latresa Akins-Wells	Council Member, Ward 4	✓	
Allan Mears	Council Member, Ward 5	✓	

DIRECTORS PRESENT: A. Girard Geeter, Procurement Manager; Darquita Williams, Deputy Finance Director; James Shelby, Director of Planning & Zoning and Don Horton, Fire Chief

III. CITY MANAGER'S REPORT: Shalonda Brown

City Manager introduced four (4) new employees, Brittany Peoples, Fire/EMS; Lorraine Pitts, Public Works; Reshai Reeves, Recreation & Leisure and Michael J. Brunson, Sr. as the new Deputy Chief of Police. Also, congratulated Captain Gentry for being promoted to Deputy Chief and will be assigned to Operations Bureau.

City News & Events– Mayor Butler signed a Renewal of Declaration of Local Emergency; the new Audio/Video for the Council Chambers has been installed and tonight's meeting is first time using it; Councilmember James' Ward 1 Meeting on Jan. 21st; Funeral Services for Frank Brandon was held on Jan. 26th.

Upcoming Events – Ward 1 Neighborhood Meeting with Councilmember James will be held virtually on Thursday, Feb. 18, 2021 at 5:00pm.

IV. COVID-19 UPDATE: Division Chief, Joel Turner

This report should come as no surprise. If you have been watching the news, you know that COVID-19 numbers continue to rise statewide. The same is true within the city. The current average rate of

daily positives among those tested statewide is 13.7% on for the past two weeks; 4% lower than last Council meeting.

As of today, 2/1/2021:

- Clayton County's 2-week average rate of daily positives is 15.9%, 2.8% reduction since last reported, but again still higher than the state's two-week average.
As reported by Clayton Co Health District this afternoon: 2/1/2021
- Forest Park currently has 1,790 cumulative cases: 10% of county cases on the 30297 zip, an increase of 0.4% since last Council meeting.

Everyone is still highly encouraged to follow good personal hygiene practices - wash hands frequently, use hand sanitizer, maintain physical distancing, and use masks.

We still encourage those who can get a flu shot. The general recommendation is to allow 3-4 weeks after receiving the influenza vaccine before receiving the COVID vaccination. Getting the Flu Vaccine will help in further reducing the number of respiratory infections through the winter. This vaccination is covered by most major insurance providers and is available through most pharmacies or professional medical providers.

COVID Vaccinations continue for Tier 1A individuals. These individuals include Healthcare providers, EMS, Fire, Law Enforcement, and include high-risk individuals 65+ with significant health issues, and their care givers. The Fire Department currently has 10 personnel who have completed the vaccine series, and approximately 12 more, including Chief Horton and Deputy Chief Clemons, who will be scheduled to begin their vaccine series soon through the Clayton County Health District. I know it is challenging for others to find a date and location to obtain the vaccine, but I encourage everyone in the high-risk category to be patient and remain persistent.

Comments/Questions from Council: There were no comments or questions from Council.

V. PRESENTATION(S):

1. Pandemic Plan Presentation- EMS Instructor, Andrew Gelmini

Andrew Gelmini gave a detailed presentation on the Plan for the City

Comments/Questions from Council:

Councilmember Wells – We put a plan in place to close the city and now we are talking about opening back up. Please explain this for me.

Chief Horton – What we presented a series of plans that includes appendices, the re-opening plan is there in the event the City shuts down totally and re-open again and we can facilitate that re-opening of all city buildings. We presented the Emergency Operations Plan first and add a brief Pandemic Plan, a Continuity Plan and a Re-Opening Plan which shows what to do if the city is ever shut down in its entirety, how would be take that step-by-step approach to re-open City Hall and other city buildings.

Councilmember Wells – Thank you! This is something we have been waiting on, even before you started working here.

Councilmember James – This is very outstanding and thank you for your work.

VI. REGULAR MEETING AGENDA ITEMS:

➤ **OLD BUSINESS: NONE**

1. Approval for Two New Positions within the Finance Department - Deputy Finance Director, Darquita Williams

Background and Summary:

Due to the increase in workflow and the reexamination of processes and priorities, the Finance Department is requesting the following positions to be funded and added to the budget: Procurement Assistant and Business License Assistant. The ultimate goal of this request is to increase the overall efficiency of the department, create more accountability to the community for the public's funds, and enhance the services provided to the public/community from the Finance Department.

Comments/Questions from Council: There was no comments/questions from Council.

➤ **NEW BUSINESS:**

2. Discussion to Approve Resolution 2021-06 Statewide Mutual Aid Agreement - Division Chief Dave Halcome, City Attorney, Mr. Mike Williams and GEMA Representative Ms. Sheri Russo

Background and Summary:

The purpose of this agreement is to provide assistance in the form of personnel, equipment, facilities, services, supplies and other resources during an emergency. The State of Georgia is vulnerable to a wide range of natural and man-made disasters and emergencies. The Georgia Emergency Management Act, as amended, gives the local government of the State of Georgia the authority to make agreements for mutual aid assistance in emergencies. Pre-existing agreements for mutual aid assistance in emergencies help to ensure the timely provision of mutual aid assistance and the reimbursement of cost incurred by those parties who render such assistance.

Division Chief Halcome – Mutual Aid Agreements is the sharing or providing of resources to an entity or agency that does not have the resources to handle a certain situation, emergency, or event. Our agency has been working with Sheri Russo with GEMA on a State-Wide Mutual Aid Agreement that will allow the sharing of personnel and resources to areas in need, this will also allow us to request resources if needed and introduced Sheri Russo from GEMA.

Sheri Russo – The Chief did a great job of explaining the mutual aid. I would add that just because you sign the agreement, does not force you into sending any resources, so if that resources are not available, or if you decided that you do not want to send that resource, for whatever reason, you are not locked into sending that resource. If there is a disaster and we have a Governor's state of emergency, someone would come to GEMA and say, they needed whatever, I would go to an entity that had that resources and ask if it could be deployed for the next number of days for the requestor, would you be able to provide? If the answer is yes, the resource is deployed, and you will make a request to that requesting agency for reimbursement. Liability for insurance will still stay with Forest Park. They will not be allowed to go outside policy in performing resources.

Comments/Questions from Council: There was no comments/questions from Council.

VII. ADJOURNMENT:

Councilmember Mears motioned and Councilmember James provided the second to adjourn the Work Session at 6:36pm. Motion was approved.

Councilmembers	Aye	No	Abstain
Kimberly James	✓		
Dabouze Antoine	✓		
Hector Gutierrez	✓		
Latresa Akins-Wells	✓		
Allan Mears	✓		

CITY OF FOREST PARK MAYOR & COUNCIL
REGULAR SESSION MINUTES
Monday February 1, 2021 | 7:00 PM

The Honorable Mayor Angelyne Butler, MPA

The Honorable Kimberly James
The Honorable Hector Gutierrez
The Honorable Allan Mears

The Honorable Dabouze Antoine
The Honorable Latresa Akins-Wells

Interim City Manager:
City Clerk:
City Attorney:

Shalonda Brown
Sharee Steed
Mike Williams

- I. CALL TO ORDER/WELCOME:** The meeting was called to order by Mayor Butler at 7:00pm
- II. INVOCATION:** Dr. Paden gave the invocation
- III. PLEDGE OF ALLEGIANCE:** Was recited in unison
- IV. ROLL CALL- CITY CLERK:** All was present, and a quorum was established.

Attendee's Name	Title	Present	Absent
Angelyne Butler, MPA	Mayor, At-Large	✓	
Kimberly James	Council Member, Ward 1	✓	
Dabouze Antoine	Council Member, Ward 2 Mayor Pro-Tem	✓	
Hector Gutierrez	Council Member, Ward 3	✓	
Latresa Akins-Wells	Council Member, Ward 4	✓	
Allan Mears	Council Member, Ward 5	✓	

V. ADOPTION OF THE AGENDA WITH ANY ADDITIONS/DELETIONS:

There were no changes to the agenda.

VI. ADOPTION OF THE MINUTES:

Saturday, December 19, 2020 Special Called Meeting
Tuesday, January 19, 2021 Council Regular Meeting
Monday, January 25, 2021 Special Called Meeting

Councilmember Mears motioned and Councilmember James to approve the listed Council Meeting Minutes. Motion was approved.

Councilmembers	Aye	No	Abstain
Kimberly James	✓		
Dabouze Antoine	✓		
Hector Gutierrez	✓		
Latresa Akins-Wells	✓		
Allan Mears	✓		

VII. AGENDA ITEMS:

➤ **OLD BUSINESS: NONE**

➤ **NEW BUSINESS:**

1. Approval for Two New Positions within the Finance Department

Councilmember Wells motioned and Councilmember Gutierrez provided the second to approve the two new positions for Finance. Motion was approved.

Councilmembers	Aye	No	Abstain
Kimberly James	✓		
Dabouze Antoine	✓		
Hector Gutierrez	✓		
Latresa Akins-Wells	✓		
Allan Mears	✓		

Mayor Butler - Asked the City Manager if the hiring of the positions could wait until the new Finance Director is hired?

City Manager – Yes

Councilmember Wells – Asked the City Attorney if the City Manager must wait or can she hire them now?

Attorney Williams – Yes, she can hire them now as the City Manager.

2. Approval of Resolution 2021-06 Statewide Mutual Aid Agreement

Councilmember James motioned and Councilmember Gutierrez provided the second to approve Resolution 2021-06 for State-Wide Mutual Aid Agreement. Motion was approved.

Councilmembers	Aye	No	Abstain
Kimberly James	✓		
Dabouze Antoine	✓		
Hector Gutierrez	✓		
Latresa Akins-Wells	✓		
Allan Mears	✓		

VIII. PUBLIC COMMENTS: (3 MINUTE LIMIT) - *The was no Public Comments*

If you would like to submit a public comment, please follow the directions below:

- Go to www.slido.com
- Use Event Code: 020122
- Submit questions or comments to the governing body no later than Monday @ 12:00 noon and they will respond to as many questions possible during this public comment period.

****Please include your full name and address when submitting questions****

IX. CLOSING COMMENTS BY GOVERNING BODY:

Councilmember James – The January Neighborhood Meeting for Ward 1 is placed on the City’s

website, please go on website, and view the information. The next meeting is February 18, 2021 and the Department of Public Health will be there, to speak on the COVID vaccine, please join me. Thanks to Mayor Butler for purchasing food through Helping Hand Ending Hunger Program, which is done at Forest Park High School. We were able to feed over 155 families, which included 258 children, 359 adults which included 113 seniors. Thanks to the Directors of Public Works, Fire and Police for sending staff to serve the community, even though it was not a city sponsored event. Thanks to volunteers from Rock Church of Atlanta, Change 4 Hope, Forest Park High School PTSA and Forest Park residents for their help.

Councilmember Antoine – Thanked everyone for listening in and he loves everyone.

Councilmember Gutierrez – Thanks for listening in and would love to hear from citizens, please send in your comments. Congrats to Councilmember James and Mayor Butler for assisting with Helping Hands and do not forget about the active Pantry, continue to make donations. Congratulations to Councilmember Wells on her award. Food Truck Fridays has been cancelled, due to COVID restrictions. Continue to follow COVID guidelines and encouraged the students that are done virtually school, to get outside and exercise and enjoy the fresh air.

Councilmember Wells – Thank you Councilmember Gutierrez for the acknowledgement and thanks to all the listeners and echoed the comments of Councilmember Gutierrez about COVID guidelines. Thanks to Mix 106 Radio and Brian Poe and Associates for presenting me with the “Rising Star Award for 2021”. Soul for Kids, for Valentine’s Day, I am partnering with others to purchase new tennis shoes for kids of Ward 4. If you have not already, please email me your kids name, age, and shoe size, so that we can put smiles on some kids.

Councilmember Mears – Would like to echo sentiments about the food giveaway, there was a good crowd. Thanks to all city employees for their assistance. Continue with the COVID guidelines, there are more locations giving vaccines, do not give up.

Mayor Butler – The food giveaway was epic; we had a blast. Thank you, Councilmember James, for helping to organize the event. Moving forward, we are going to do something different with our Public Comments, there will be a form available online for citizens to sign up, we will continue to follow the Charter guidelines for Public Comments, but you will be able to say your Public Comments online, starting at the next Council meeting. All information will be placed on the city’s website. Thank everyone for listening.

X. EXECUTIVE SEESION: *(Personnel, Legal, Real Estate and Litigation)*

Councilmember James motioned and Councilmember Gutierrez provided the second to recess into Executive Session at 7:13pm. Motion was approved.

Councilmembers	Aye	No	Abstain
Kimberly James	✓		
Dabouze Antoine	✓		
Hector Gutierrez	✓		
Latresa Akins-Wells	✓		
Allan Mears	✓		

Councilmember Mears motioned and Councilmember Gutierrez provided the second to reconvene back to Regular Council Meeting at 8:45pm. Motion was approved.

Councilmembers	Aye	No	Abstain
Kimberly James	✓		
Dabouze Antoine	✓		
Hector Gutierrez	✓		
Latresa Akins-Wells	✓		
Allan Mears	✓		

XI. ADJOURNMENT:

Councilmember Mears motioned and Councilmember Wells provided the second to adjourn the Regular Council Meeting at 8:46pm. Motion was approved.

Councilmembers	Aye	No	Abstain
Kimberly James	✓		
Dabouze Antoine	✓		
Hector Gutierrez	✓		
Latresa Akins-Wells	✓		
Allan Mears	✓		