

CITY OF SOUTH FULTON, GEORGIA
WORK SESSION - BURDETT PARK GYMNASIUM 2945 Burdett Road, Atlanta, GA 30349
Tuesday, May 10, 2022, 4:00 PM



The Honorable khalid kamau, Mayor
The Honorable Catherine F. Rowell, District 1 Councilmember
The Honorable Carmalitha Gumbs , District 2 Councilmember
The Honorable Helen Z. Willis, District 3 Councilmember
The Honorable Jaceey Sebastian, District 4 Councilmember
The Honorable Corey A. Reeves, District 5 Councilmember
The Honorable Natasha Williams, District 6 Councilmember
Vacant, District 7 Councilmember

COUNCIL WORK SESSION MEETING AGENDA

- I. 4:00 PM Invocation – Pastor Warren L. Henry, Sr., City Chaplain
- II. 4:01 PM Roll Call - Corey Adams, City Clerk
- III. 4:01 PM Call to Order - Mayor khalid *Times are estimates only.
- IV. 4:02 PM Monthly Reports
 - 1. 4:02 PM Finance Monthly Report – Karen Slaton-Dixon, Finance Director
 - a. Budget to Actuals
 - b. Development Authority/Downtown Development Authority Reports
 - 2. 4:20 PM City Manager Monthly Report – Tammi Saddler Jones, City Manager
 - 3. 4:30 PM City Attorney Monthly Report – Vincent Hyman, City Attorney
- V. 4:30 PM Presentations
 - 4. 4:30 PM Presentation by the South Fulton Convention and Visitors Bureau (Y. Dyan Matthews, President)
 - 5. 4:40 PM Presentation by Jacobs City Services – Public Works (Muhammad Rauf, Project Manager)
- VI. Adjournment of Meeting



CITY OF SOUTH FULTON

COUNCIL AGENDA ITEM

COUNCIL WORK SESSION



SUBJECT: 4:02 PM Finance Monthly Report

DATE OF MEETING: 5/10/2022

DEPARTMENT: Finance

ATTACHMENTS:

Description	Type	Upload Date
Monthly Financial Report - As of Mar 31 2022	Cover Memo	5/5/2022



CITY OF SOUTH FULTON

FINANCIALS FOR THE 2022 FISCAL YEAR AS OF MARCH 31, 2022

PRESENTED BY

KAREN SLATON-DIXON, MBA, CPFM

FINANCE DIRECTOR

General Fund Summary of Revenues For the Month Ending March 31, 2022

REVENUE	FY2022 Budget	YTD Revenue	% of YTD Revenue Collected
Property Taxes	\$ 33,452,911	\$ 31,717,284	95%
Motor Vehicle	1,600,000	808,304	51%
Franchise	7,500,000	3,698,170	49%
Local Option Sales Tax	22,000,000	13,103,640	60%
Business and Occupation	2,500,000	946,713	38%
Other Taxes	7,400,000	7,581,067	102%
Licenses and Permits	3,729,000	2,662,579	71%
IGA FID and City of Atl	680,000	394,178	58%
Charges for Services	4,904,000	3,227,830	66%
Other Revenue	8,560,548	1,218,822	14%
TOTAL REVENUES	\$ 92,326,459	\$ 65,358,587	71%

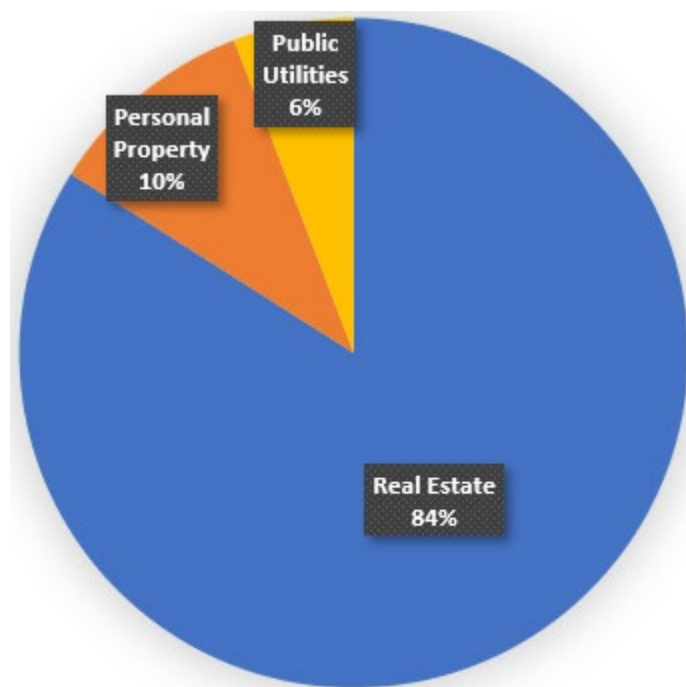
General Fund Summary of Expenditures For the Month Ending March 31, 2022

ACCOUNT DESCRIPTION	FY2022 Budget	YTD Expenditure	% of Budget Used YTD
District Total	\$ 1,303,532	\$ 432,802	33%
City Clerk	590,374	167,814	28%
Mayor	261,538	86,882	33%
Personnel	-	50,916	
City Manager	1,050,960	347,127	33%
Finance	1,604,204	480,757	30%
Contracts & Procurement	415,242	132,149	32%
Law	1,550,610	322,542	21%
Information Technology	3,912,406	1,167,923	30%
Human Resources	783,567	163,539	21%
Risk Management	1,087,406	951,902	88%
Communications	732,926	152,612	21%
Facilities	1,416,000	504,642	36%
General Administrative Services	1,752,321	441,381	25%
Municipal Court	785,505	295,209	38%
Police Administration	20,966,782	6,356,226	30%
Fire Administration	16,906,025	4,722,176	28%
Public Works	10,820,135	4,872,253	45%
Parks and Recreation	5,009,328	1,247,605	25%
Cultural Affairs	1,034,274	320,475	31%
Community & Regulatory Affairs	3,157,941	1,648,640	52%
Code Enforcement	2,399,913	337,267	14%
Economic Development	663,639	137,571	21%
Main Street-Red Oak	126,176	15,671	12%
Main Street-Old National	133,176	6,488	5%
Debt Service/ Interfund Transfers	13,163,854	12,468,704	95%
GENERAL FUND EXPENDITURES TOTALS	\$ 91,627,834	\$ 37,831,274	41%

**City of South Fulton – General Fund
YTD Tax Revenues
For the Month Ending March 31, 2022**

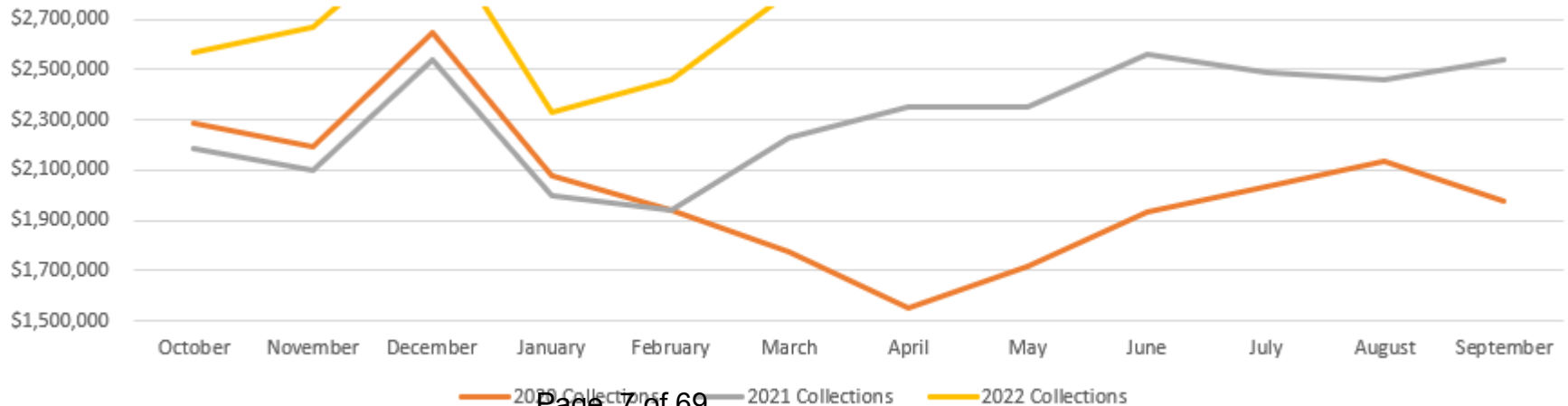
Property Taxes - Tax Year Billing Amounts		
2021	\$	30,182,324
Westside TAD	\$	111,504
Eastside TAD	\$	37,961
2020	\$	27,651,926
2019	\$	27,723,628
2018	\$	28,685,141
2017	\$	14,328,138

Tax Year Collection Amounts and Collection Rate			
2021	\$	31,184,703	96.79%
Westside TAD	\$	99,319	89.07%
Eastside TAD	\$	36,548	96.28%
2020	\$	28,969,091	98.91%
2019	\$	29,462,376	99.34%
2018	\$	30,173,222	99.61%
2017	\$	15,209,671	99.06%



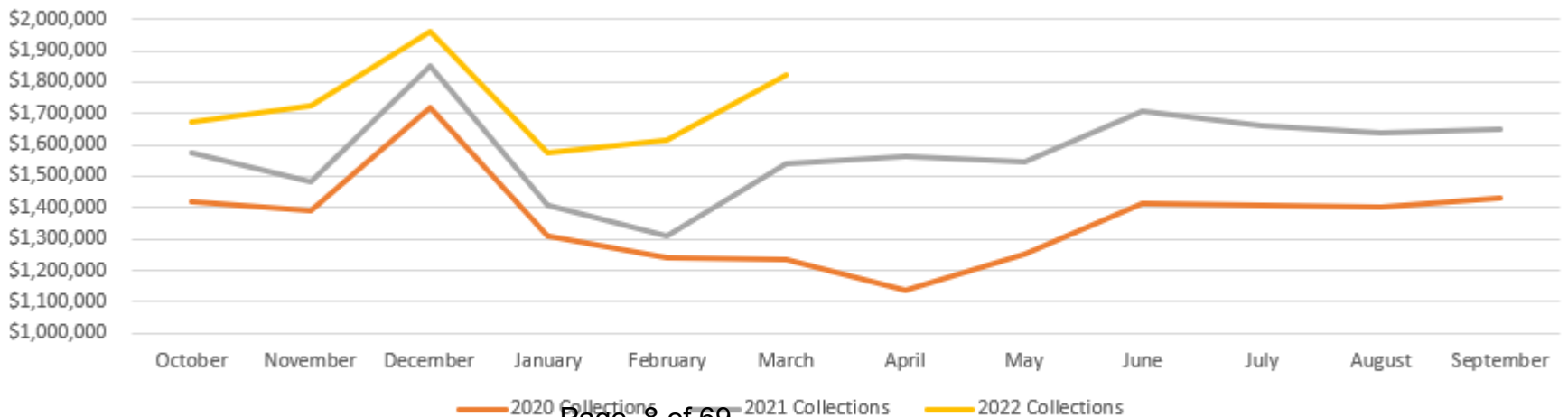
General Fund YTD LOST Revenues For the Month Ending March 31, 2022

Month	2020 Collections	2021 Collections	2022 Collections	% Change from Prior Year
October	\$ 2,286,786	\$ 2,185,149	2,569,622	17.59%
November	2,192,474	2,098,040	2,669,570	27.24%
December	2,650,082	2,539,331	3,078,156	21.22%
January	2,074,490	1,999,859	2,327,867	16.40%
February	1,939,328	1,939,710	2,458,424	26.74%
March	1,775,044	2,231,220	2,803,530	25.65%
April	1,547,744	2,350,323		
May	1,713,590	2,350,521		
June	1,931,084	2,560,204		
July	2,032,706	2,486,024		
August	2,134,752	2,457,732		
September	1,975,997	2,540,501		
TOTAL	\$ 24,254,078	\$ 27,738,612	\$ 15,907,169	134.85%

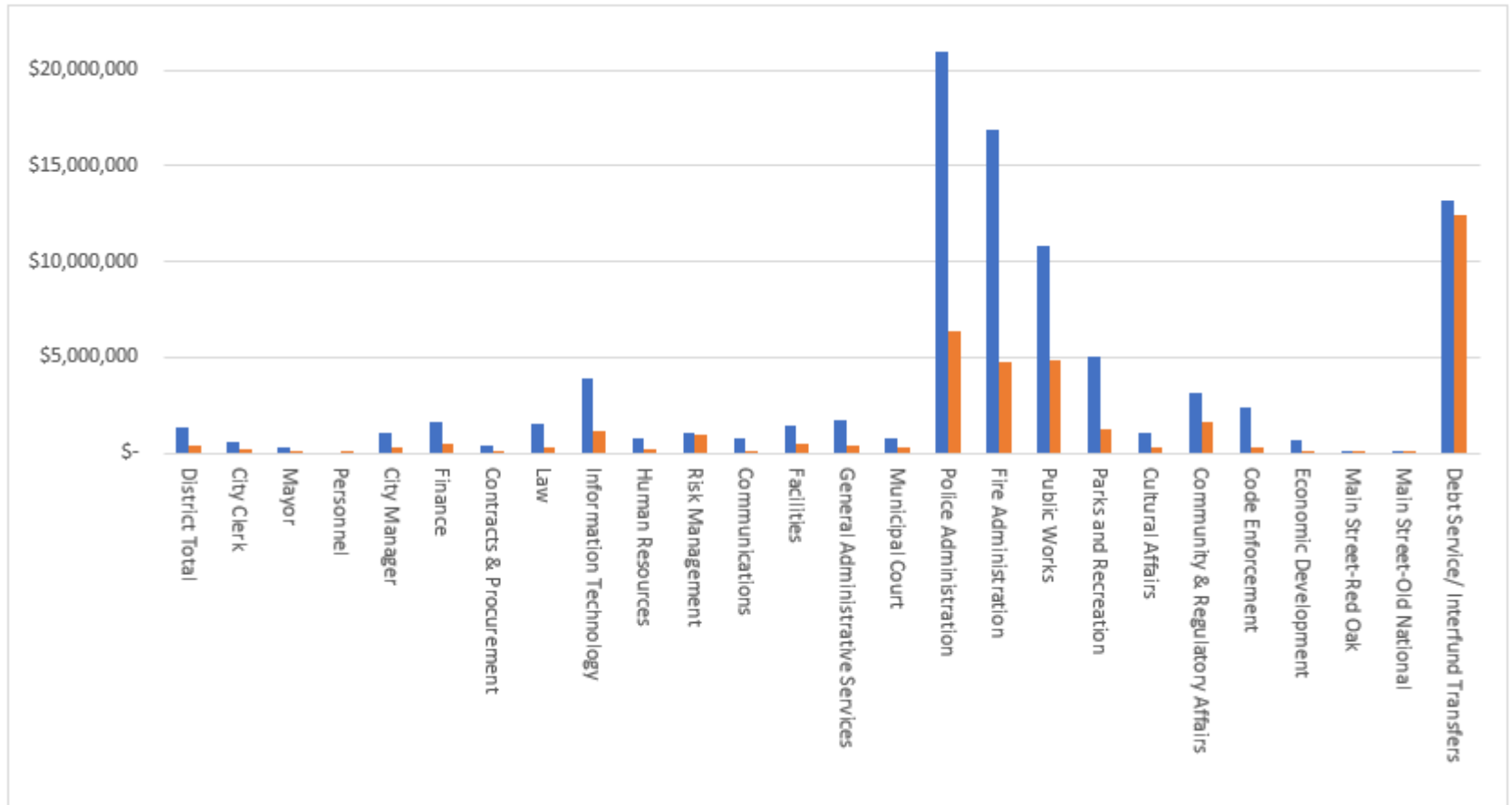


General Fund YTD TSPLOST Revenues For the Month Ending March 31, 2022

Month	2020 Collections	2021 Collections	2022 Collections	% Change from Prior Year
October	\$ 1,417,004	\$ 1,572,407	\$ 1,673,566	6.43%
November	1,387,637	1,480,262	1,723,042	16.40%
December	1,717,523	1,851,254	1,958,624	5.80%
January	1,311,619	1,409,863	1,576,321	11.81%
February	1,240,099	1,307,487	1,615,575	23.56%
March	1,232,016	1,539,997	1,824,349	18.46%
April	1,138,223	1,564,591		
May	1,251,964	1,545,970		
June	1,414,248	1,704,920		
July	1,408,633	1,662,616		
August	1,402,803	1,638,898		
September	1,428,963	1,652,359		
TOTAL	\$ 16,350,732	\$ 18,930,624	\$ 10,371,477	82.47%



General Fund Summary of Expenditures For the Month Ending March 31, 2022



All Funds Summary of Revenues & Expenditures

For the Month Ending March 31, 2022

REVENUE	FY2022 Budget	YTD Revenue
General Fund	92,326,459	65,358,587
Blighted Properties	300,000	300,000
Confiscated Assets	25,000	13,385
E-911 Fund	1,913,410	1,913,410
American Rescue Plan	5,500,000	-
Restricted Grants	2,609,674	1,024,084
Eastside TAD	-	34,312
Westside TAD	-	95,794
Hotel Motel	575,000	216,585
T-SPLOST	8,000,000	8,547,128
Capital Grant (LMIG)	1,500,000	1,163,121
Capital Local	12,257,869	-
Capital URA	-	8,158,475
Capital URA Bond	-	809,766
Solid Waste	520,000	233,050
Wolf Creek Ampitheatre	50,000	-
Stormwater	2,345,150	445,150
ALL FUND TOTAL REVENUES	125,527,412	87,867,697
EXPENDITURES	FY2022 Budget	YTD Expenditure
General Fund (includes Court Operations)	91,627,834	38,419,621
Blighted Properties	300,000	16,844
Confiscated Assets	92,000	-
E-911 Fund	1,913,410	478,352
American Rescue Plan	5,777,626	10,000
Restricted Grants	2,609,674	335,553
Eastside TAD	-	-
Westside TAD	-	-
Hotel Motel	575,000	184,033
T-SPLOST	8,000,000	57,130
Capital Grant (LMIG)	1,500,000	-
Capital Local	12,257,869	2,597,534
Capital URA	5,676,919	809,766
Capital URA Bond	-	-
Solid Waste	520,000	158,948
Wolf Creek Ampitheatre	50,000	-
Stormwater	2,345,150	54,990
ALL FUND TOTAL EXPENDITURES	130,330,331	42,908,833
Excess (Deficit) of Revenues over (under) Expenditures	(4,802,920)	44,958,864

City of South Fulton

Cash Balance Report

For the Month Ending March 31, 2022

Bank Account (Last 4)	Account Description	Bank Balance
1185	Comm Dev Escrow	6,542,614
1193	Tree Fund Escrow	2,655,369
2113	GMA Project Fund 1 PD	1,555,719
2164	GMA Project Fund 2 FD	1,369,569
2505	Confiscated Funds	283,290
1543	Grant Fund	6,445,859
9539	Hotel Motel	150,107
8141	TSPLOST	47,704,850
7193	URA Bond Proceeds	16,354,240
7207	URA Sinking Fund	224,019
4214	Solid Waste	506,033
1444	Court	1,508,810
3435	Pooled Cash	38,202,552
3427	Payroll	-
4342	Savings	45,005,465
TOTAL		\$ 168,508,496

City of South Fulton

Confiscated Assets Report

For the Month Ending March 31, 2022

Bank Balance	Confiscated Funds	283,290
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Inflows:		
Cash Confiscated	Federal	-
Cash Confiscated	State	13,385
Cash Confiscated	Local	-
TOTAL		13,385

Outflows:	
Vehicle Maintenance and Repairs	-
Small Tools and Equipment	26,050
TOTAL	26,050



QUESTIONS?



CITY OF SOUTH FULTON

COUNCIL AGENDA ITEM

COUNCIL WORK SESSION



SUBJECT: 4:20 PM City Manager Monthly Report

DATE OF MEETING: 5/10/2022

DEPARTMENT: City Manager

ATTACHMENTS:

Description	Type	Upload Date
City Manager Report - March 2022 (Final) (002)	Cover Memo	5/10/2022



CITY MANAGER MONTHLY

March 2022

Report



Greetings Honorable Mayor and City Council Members,

I am honored to present a summary of the City's monthly administrative activities. South Fulton is one of Georgia's largest cities, with a population of more than 107,000 residents, home to more than 1,800 businesses, covering a diverse geographic area of more than 85 square miles. Leveraging Council's five key priorities (1. Improve Parks and Recreation 2. Improve Public Safety 3. Economic Development 4. Updating Comprehensive & Land Use Plans 5. Create Branding & Messaging) for the City, our staff is committed to ensuring our residents receive world class customer service, and access to resources that support a safe, inclusive, innovative, and economically vibrant city.

While this report provides a look back on March, it is important to provide an update on the current activities related to City. I am proud to announce on March 22nd, Council Approved Premium Pay Bonuses up to \$1,200 to eligible employees. The funds were covered under the American Rescue Plan Act (ARPA).

Please accept this report as a summary of the City's successful outcomes from March of FY2022.

Regards,

Tammi Saddler Jones

Tammi Saddler Jones
City Manager



1. IMPROVE PARKS AND RECREATION

Department Programming

- Program Participation**

Program	March2022	YTD
After School	84	1131
Daily Fitness (Weight Room & Cardio Room)	447	1887
Dance Fall Session	136	472
Lap Swim	11	242
Music Fall Session	25	98
Open Gym	367	1252
Swim Team	92	1457
Theatre Fall Session	41	189
Visual Arts Fall Session	100	375
Walking Track	203	817
Healing Arts	122	248
Total	2,628	8,168

**The report has been revised to reflect program participation for each month.*

Project Status

Project	Status	Task Remaining
Parks Master Plan	In Progress	Making provisions based on new Director's requests
Outdoor Fitness Equipment – Wilkerson Mill Park	In Progress	Installation
Ball Field Equipment & Scoreboards for Sandtown	In Progress	Installation
Swimming pool scoreboard	Waiting on pool repairs to purchase	Purchase/Installation



Programs, Events & Activities Forecast

Event/Activities	Description	Dates/Locations/Times
Rehearsal	Axam Dance Theatre Experience held rehearsal	Tuesday March 1 st - Wednesday, March 30 th Southwest Arts Center Dance Studio 7:30pm-9:00pm
Rehearsal	Total Dance/Dancical Production held rehearsal	Saturday March 5 th -Saturday March 30 th Southwest Arts Center Black Box 1:30-3:30pm
Rehearsal	True Colors Theatre Company held rehearsal for “Etiquette”	Tuesday March 1 st – Thursday March 10 th Southwest Arts Center Performance Theatre
Rehearsals	Mind Line Dance rehearsal on Tuesday, Wednesday, Thursday	Tuesday March 1 st – Thursday March 31 st Southwest Arts Center Dance Studio 12:30-3:30pm
Exhibition	“Clothes Story” Exhibition Artwork displayed for patrons to view	March 1 st – March February 8 th Southwest Arts Center Performance Theatre 10:00am-4:00PM
Rehearsal	SWAC Metropolitan Atlanta Philharmonic held rehearsal on Tuesday	Tuesday March 8 th – Tuesday March 15 th Southwest Arts Center Music Room 4:00pm-6:00pm
Performances	True Colors Theatre “Etiquette”	Friday March 11 th – Saturday March 12 th – Sunday March 13 th Southwest Arts Center Performance Theater Various times



Rehearsal	Dominion Entertainment "Mahalia: A Gospel Musical"	Tuesday March 15 th – Thursday 31 st Southwest Arts Center Black Box Various times
Seniors Card Night	Senior Citizens comes out and enjoy an evening of Bid Whist, Spades & Pinochle	Saturday, March 12 th & 26 th Welcome All Park 1:00pm-7:00pm
Rehearsal	"Strands 2022" A Fiber Fashion Showcase rehearsal	Saturday March 19 th Southwest Arts Center Performance Theatre 12-4pm
Film Screening	BronzeLens in partnership with SWAC Film screening	Saturday March 19 th South Arts Center Performance Theatre 7pm
Performance	"Strands 2022" A Fiber Fashion Show and Exhibition	Sunday March 20 th Southwest Arts Center Performance Theatre and Gallery



2. IMPROVE PUBLIC SAFETY -

CODE ENFORCEMENT, POLICE AND FIRE

Code Enforcement and Code Board

SeeClickFix Violations

	March2022	YTD
Open	56	279
Closed	201	896
Total	257	1175

Violations Reported in Edmunds

	March2022	YTD
Open	162	751
Closed	47	161
Total	219	922

Code Enforcement Board

	March2022	YTD
Code Board Cases	21	102
Municipal Court	75	384
Total	96	486

**Average cases include maintenance of property (trash, debris, and high weeds), junk vehicles, and property maintenance violations.*

***The numbers reported above are for fiscal year 2022 (FY22).*



Fire Department

CRR - South Fulton Fire Rescue Monthly Report – March2022		
Fire Rescue Activities	Current Month	YTD
COLUMN #1:		
Emergency Call Volume		
Fire	56	208
Overpressure Rupture, Explosion, Overheat	0	7
EMS/Rescue	688	3,950
Hazardous Condition	46	128
Service Calls	159	848
Good Intent Calls	422	2,066
False Alarms & False Calls	99	519
Severe Weather/Natural Disaster	2	2
Special Incident Types	0	1
Non-Specific	163	314
Total	1,635	8,043
Average Response Time	10:22	10:04
COLUMN #2		
Community Risk Reduction (CRR) Activities		
Company Level Inspections	0	0
CRR Final and Existing Business Inspection Requests	394	882
Company Level Inspections - Vacant Buildings	1	1
COLUMN #3		
Fire Safety Education		
Number of Classes	3	10
Number of Students	120	2,493
Number of Special Events	0	6
Number of Persons Contacted	0	0
Number of Apparatus Requests	3	12



COLUMN #4		
Homes Visited	0	0
Smoke Detectors Installed (via fire station requests)	6	30
Weather Alert Radios	14	25
COLUMN #5		
Fee Schedule Collection		
Fire Safety Inspections	\$ 2,450.00	\$ 10,000.00
Personal Care Homes/ Day Care Inspections	\$ 400.00	\$ 2,225.00
Fire Alarm Reviews	\$ -	\$ 30.00
Fire Sprinkler Review	\$ 1,548.78	\$ 3,3643.16
Blasting Permits	\$ -	\$ 900.00
Open Records Request	\$ -	\$ 25.00
Special Events	\$ -	\$ -
Combustible Permits	\$ -	\$ -
Fireworks Permits	\$ -	\$ -
Business Inspections	\$ -	\$ -
Burn Permits	\$ -	\$ 1,500.00
Tent Permit	\$ -	\$ -
Fire Extinguisher Training	\$ -	\$ -
2021 Year-To Date Total	\$ 4,398.78	\$ 18,043.16

**The numbers reported above are for fiscal year 2022 (FY22).*

Department Updates

- On Wednesday, March 23rd, orientation was held for our Camp Embers program. This program is for teenage girls (ages 14-18) that's interested in attending our 3-day firefighter camp.
- On Friday, March 25th, Councilman Jaceey Sebastian along w/Chief Jones had a ceremony in honor of Hurley James (citizen) for his heroic act of pulling 2 occupants from their burning vehicles.



Police Department

CRIME BY MONTH	28 DAY COMPSTAT							
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Total
Murder	0	0	0	0	0	0	0	0
Rape	0	1	0	0	0	0	1	2
Robbery	0	4	0	0	1	1	0	6
Aggravated Assault	2	3	5	6	4	4	0	24
Burglary	2	3	1	2	1	1	3	13
Larceny / From Auto	6	3	1	2	8	3	1	24
Larceny / Other	5	19	25	15	17	12	10	103
Auto Theft	7	10	10	4	3	5	4	43
	22	43	42	29	34	26	19	215

Department Updates

- The South Fulton Police Department has (1) Police Officer in the Field Training Program for March 2022.
- The South Fulton Police Department Field Operations Division responded to 7,166 Calls for Service during the month of March 2022 and had an average response time of 11:52.
- March 02, 2022, Police Recruitment held a PAT at Welcome All gym. Fifteen (15) applicants were invited.
- March 30, 2022, Police Recruitment attended Georgia Southern Criminal Justice Career & Internship Fair located in Statesboro, Ga.



3. ECONOMIC DEVELOPMENT

AT WORK



Economic Development Project List

- **Lead** - A lead is a potential project that has not been qualified but might eventually become a prospect. A Lead is generally a project that is going through a due diligence phase and working to secure funding.
- **Prospect** - Projects that have been qualified. A Prospect is generally a project that has gone through a due diligence phase and has secured the resources necessary to bring the project to fruition.

Project	Description	Status	Action	District
Motherland Project	Proposal for an African Cultural Museum	Lead	Project is on hold	City
Sandtown Crossing	Possible townhome development around passive park adjacent to Publix	Lead	Developer is in due diligence phase	1
Spirits	Corporate Headquarters Relocation	Lead	Working to determine site location and incentives	1
RiverFront District	200 Acre Mixed-use developments along the Chattahoochee River	Prospect	Developer has purchased property and is currently working on site plan design	2
Town Center	600 Acre development potential site for City center	Lead	Developer is in due diligence phase	2
Camp Creek Parkway & Enon Road	46 Acre Mixed-use developments with Townhomes, multi-family, retail	Prospect	Developer is currently working to develop concept and plans to submit	3
Vista Camp Creek	Workforce housing project	Complete	Renovation is complete and residents have moved in	3
Halperns Steak & Seafood	Expansion project	Hold	Project placed on hold due to COVID-19	3
Red Oak Plaza	Mixed-use development	Lead	Working with property owner to implement plan completed by Georgia Power	3



Cedar Grove & South Fulton Parkway	42 Acre Residential development with small commercial	Prospect	Developer has purchased property and is currently working on site plan design	4
Campbellton Old Town Master Plan	Mixed-use Redevelopment plan for historic Campbellton	Prospect	Master Plan is complete and approved by Mayor and Council	4
Old National Park Development	Mixed-use development	Lead	Developer is in due diligence phase	6
Renaissance at South Fulton	16 Acre Mixed Tenancy, Family and HFOP development	Lead	Developer is in due diligence phase	6
Old National & Jonesboro Road	13 Acre Mixed-use development	Lead	Project is on hold due to the death of one of the principals in the project	7



Business License

- **March2022 Business Licenses Processed**
 - 54 New Business Licenses
 - 157 Renewed Business Licenses

- **Total Business Licenses Processed**
 - (YTD – New Businesses)
 - 772 (March2022)

Permits and Buildings

Permit Type	March2022	YTD
New Residential	32	231
New Commercial	1	1
New Industrial	0	0
Trades (MEP/Residential – Alteration or Addition)	63	280
Land Disturbance Permits (LDP)	2	8
Signs	6	21
Fences	7	28
Total	111	569



Online GIS Application Views

- **Public Facing Viewers**
 - Address Points – 120,354
 - City Limit – 1,997
 - City County Districts – 3,567
 - COSF Undeveloped Properties – 2
 - Current Zoning – 189
 - My Elected Representative – 74
 - Property Information Viewer – 660
 - Public Works Information Viewer – 25
 - Tax Parcel – 1,550
 - Zoning and Land Use Viewer – 725

Project Status

Project	Status
Cartegraph – Public Works	In Progress
ERP (Procurement process pending)	In Progress
Gateway Signs – Visual and technical requirements being reviewed	In Progress
City Clerk System Update	In Progress
Sage for Code Enforcement	In Progress
City Clerk Legislative Tracking	In Progress
DSF- Old National Collab South Technology Survey	In Progress



5. CREATE AND IMPLEMENT BRANDING AND MESSAGING

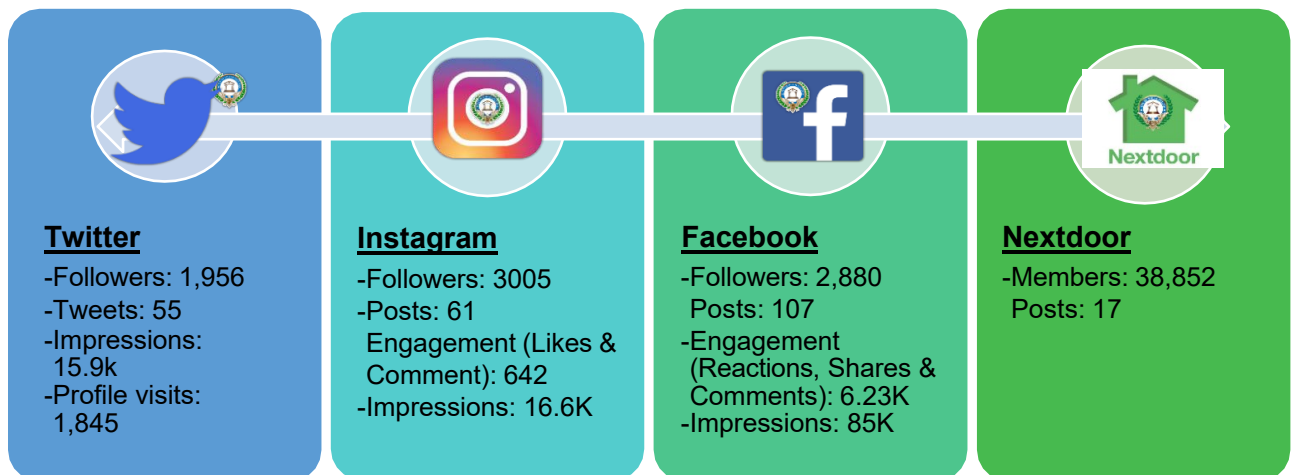
I. City Newsletters:

The Communications Department publishes The South Fulton Voice, a bi-weekly newsletter for citizens, and a daily internal newsletter for employees called The Daily Digest.

Editions Released in October:

March 8, 2022 – <https://conta.cc/3ibggNn> Open Rate: 35.4% Click Rate: 3.2%

II. Social Media Analytics:



YouTube Analytics:

- Subscribers: 2,047
- Views: 6.6K
- Watch Time: 1,700 hours
- Impressions: 52.2K

Should you need further information regarding this correspondence, please contact Tammi Saddler Jones at tammi.jones@cityofsouthfultonga.gov.



CALENDAR OF EVENTS

March



2022

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
	1 • Virtual Sanitation Program Meeting	2 • Red Oak Farmers Market • District 2 Chat Series	3 • Coffee with a Cop	4	5	6
7 • Connect with Councilman Corey A. Reeves • Mayor Monday • District 4 Town Hall	8 • City Council Work Session • City Council Zoning Public Hearing	9 Mayor Khalid Town Hall	10 City Council Retreat	11 Gun Safety Awareness Workshop	12	13
14 • Mayor Mondays • Connect with Councilman Corey A. Reeves	15	16	17 Public Arts Commission Meeting	18	19	20
21 • Mayor Mondays • Connect with Councilman Corey A. Reeves • Community Zoning Information Meeting	22 City Council Regular Meeting	23 Planning Commission Meeting	24	25	26 District 1 Community Clean-up	27
28 • Mayor Mondays • South Fulton Development Authority Meeting • Connect with Councilman Corey A. Reeves	29 Parks and Recreation Advisory Board Meeting	30	31			



COSF NEW HIRES



Name	Hire Date	Job Title	Department
Dionne Ledbetter	3/14/2022	Cultural Affairs Specialist	Parks and Recreation and Cultural Affairs
Taj Gray	3/14/2022	Aquatics Instructor	Parks and Recreation and Cultural Affairs
Eric Jackson	3/14/2022	Fire Lieutenant	Fire Department
Victoria Wilson	3/14/2022	Administrative Specialist I	City Manager's Office
Gordon Burkette	3/14/2022	Solid Waste Coordinator	Public Works
Nadia Campbell	3/14/2022	Plan Reviewer-SR Zoning	Community Development and Regulatory Affairs
Jean-Yves Charles	3/14/2022	Cultural Affairs Specialist	Parks and Recreation and Cultural Affairs
Latrisa Mosely	3/14/2022	Development Services Manager	Community Development and Regulatory Affairs
Shenel Hughes	3/14/2022	Legislative Specialist	Council Department
Brandon Lamar	3/14/2022	Code Enforcement Officer	Code Enforcement



Dionne Ledbetter



Megan DuBose



Eri Jackson



Victoria Wilson



Gordan Burkette



Nadia Campbell



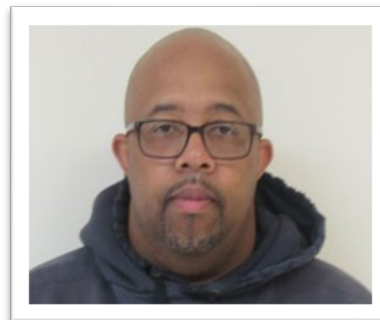
Jean-Yves Charles



Latrisa Mosley



Shenel Hughes



Brandon Lamar



PUBLIC WORKS REPORT

City of South Fulton Public Works Department Monthly Report March



Jacobs

Challenging today.
Reinventing tomorrow.



**Public Works
Monthly Report
March**

Jacobs

Accomplishments in March	
Metric Description	Amount
Total Work Orders	2471
Total Work Requests for Public Works	604
Total Work Requests Closed/Archived	406
Total Work Requests Open or In-Progress	198
Total Work Requests Completed that met Service Level Agreement	297
Total Work Requests that did not meet Service Level Agreement	114
Total Work Requests without Service Level Agreement or not due in current month	193



**Public Works
Monthly Report
March**

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Call Center Metrics in March	
Inbound call volume	2691
Average Calls per day	89.7
Average speed of answer	1:04
Average talk time	0:04:10
Average handle time (TT + Wrap up)	0:10:28
Abandon calls	178
Abandon percent	7%



Reports by Activity

Traffic Services

Traffic requests include traffic calming, sign replacements, sign repairs, preventive maintenance, and signal repairs. See table below:

Location	Activity	Date
Diann Drive	Installed 25mph signs	3/1/2022
Flat Shoals Road @ Hidden Brook Trail	Replaced red LED	3/1/2022
Old National Highway @ McGee Landing	Signal in flash...cleared flash...removed down PED pole	3/1/2022
Camp Creek Pkwy @ Butner Road	Removed down PED pole	3/1/2022
Westford Circle @ Old Bill Cook Road	Straightened STOP sign	3/2/2022
Old Bill Cook Road @ Bluebonnet Circle	Straightened advanced warning sign	3/2/2022
Flat Shoals Road @ I-85 Nb	Reposted "Yield" sign	3/2/2022
Campbellton Road @ Owl Rock Road	Straightened STOP sign	3/2/2022
Flat Shoals Road @ Shoals Creek Drive	Straightened STOP sign	3/2/2022
Cascade Road @ Wilson Mill Road	Site survey of striping project	3/3/2022
Riverside Drive @ Plummer Road	Reposted STOP sign	3/3/2022
Gordon Street @ Lees Mill Road	Removed barriers and cleared sign	3/3/2022
CoSF	Site survey for outstanding SCF items	3/4/2022
Old National Highway @ Jerome Road	Rebooted vehicle detection card...signal operating properly when we left	3/4/2022
Union Road @ Estates Drive	Removed and returned message boards	3/7/2022
Pittman Road	Installed advanced warning sign	3/8/2022
Cedar Pass @ Glen Bend	Site survey for potential 4way stop	3/8/2022
South Fulton Parkway @ Derrick Road	Report of signal out...arrived signal operating properly	3/9/2022
Old Jonesboro Road @ Oakleaf Pass	Reposted STOP sign	3/9/2022
Cascade Road @ Shanter Trail	Signal dark...restored power...signal operating properly	3/10/2022
Campbellton Road @ Camp Creek Parkway	Investigated battery backup system...signal operating properly when we left	3/10/2022
Sandgate Circle @ Knighton Drive	Straightened SNS	3/10/2022
Butner Road @ Sultana Way	Installed "No Parking" signs	3/10/2022
Butner Road @ Sultana Way	Installed "No Parking" signs	3/11/2022
Oakleaf Pass @ Volion Pkwy	Reposted SNS	3/14/2022
Union Road @ Estates Drive	Installed flags on STOP and advanced warning signs	3/14/2022



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Royale Lane @ Lake Royale Drive	Site survey for SNS	3/14/2022
Campbellton Fairburn Road @ Estonian Drive	Reposted STOP sign	3/14/2022
4624 Cochran Road	Posted "Road Closed Ahead" sign	3/15/2022
Campbellton Road @ Dove Drive @ North Drive	Installed "No Truck" signs	3/15/2022
Old National Hwy @ Jerome Road	Site survey on signal detection	3/15/2022
CoSF	Site survey for school flashers	3/16/2022
Scarborough Road @ Brookwood Place @ Jailette Road	Installed "Adopt-A-Road" signs	3/16/2022
Ridge Road @ Butner Road @ Cascade Palmetto Highway	Installed "Adopt-A-Road" signs	3/16/2022
Demooney Road @ Campbellton Fairburn Road @ Butner Road	Installed "Adopt-A-Road" signs	3/16/2022
Creel Road @ Old National Highway @ Bethsaida Road	Installed "Adopt-A-Road" signs	3/16/2022
Merk Road @ Aldredge Road	Reposted STOP sign	3/16/2022
Butner Road @ Zoya Court	Painted curbs	3/17/2022
Union Road @ Estates Drive	Installed flashing STOP sign	3/17/2022
Fulton Industrial Blvd @ Riverside Drive	Reposted stop sign	3/17/2022
Atlanta Research Center	Installed no loitering signs	3/18/2022
Ann Arbor Drive @ Arbor Shores Drive	Installed SNS	3/21/2022
Old National Highway @ Woodward Road	Rearranged signage	3/21/2022
Old National Highway @ Jonesboro Road	Reposted City Limits" sign	3/21/2022
Boat Rock Road @ Westchase Lane	Reposted "Yield" sign	3/21/2022
Old National Highway @ Kroger Entrance/Exit	Reposted "Yield" sign	3/22/2022
Flat Shoals Road @ Walmart Entrance/Exit	Reposted STOP sign	3/22/2022
Roosevelt Hwy @ Buffington Road	Reposted "Yield" sign	3/22/2022
Feldwood Road @ Morning Creek Drive	Replaced red LED in flasher	3/22/2022
Old National Hwy @ Surrey Trail	Reposted STOP sign	3/23/2022
Cascade Palmetto Highway @ W Stubbs Road	Reposted "Adopt-a-Road" sign	3/23/2022
Old Bill Cook Road @ Blue Bonnet Circle	Reposted advanced warning sign	3/23/2022
CoSF	Site survey for school time signs	3/24/2022
Old Bill Cook Road @ Buffington Road	Picked up down CoSF T-SPLOST sign	3/24/2022
Cedar Pass @ Glade Bend	Installed two STOP signs	3/25/2022
Butner Road @ Aldridge Road	Installed and straightened STOP sign	3/25/2022



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Atlanta Research Center @ Cascade Road	Straightened "Adopt-a-Road" sign	3/25/2022
Union Road @ Estates Drive	Installed reflective strips on STOP signpost	3/28/2022
Cedar Pass @ Glade Bend	Installed reflective strips on STOP signpost	3/28/2022
Butner Road @ Aldridge Road	Installed reflective strips on STOP sign and end of road post	3/28/2022
Cascade Road	Inventoried PED issues	3/28/2022
Old National Highway @ SR 138	Investigated and restored vehicle detection	3/29/2022
7899 Village Pass	Straightened STOP sign	3/29/2022
Utoy Springs Road @ Dannon View	Installed SNS	3/30/2022
Wilson Mill Road @ Cascade Road	Installed SNS	3/30/2022
Demoooney Road @ Butner Road	Installed SNS	3/30/2022
Camp Creek Parkway @ Merk Road	Adjusted vehicle detection camera	3/31/2022
Welcome All Road @ Kenwood Trl	Installed SNS	3/31/2022
Cedar Grove Road @ Rivertown Road	Installed SNS	3/31/2022
Campbellton Fairburn Road @ Line Creek Road	Installed SNS	3/31/2022
Stonewall Tell Road @ Newborn Drive	Reposted SNS	3/31/2022

Storm Water Management

Storm Water Management consists of the inspection and maintenance of piping, inlets and catch basins in the city rights of way that form the system to direct storm water to natural water ways.

Storm Water Management Repairs		
Transit Circle	Clogged inlet	3/9/2022
Flat Shoals Road @ Mozart Drive	Clogged inlet	3/9/2022
2345 Bethsaida Road	Clogged inlet	3/9/2022
4120 Will Lee Road	Clogged inlet	3/9/2022
3825 Pebble Beach Drive	Clogged culvert	3/9/2022
4100 Danforth Road	Storm drain top repair	3/15/2022
Cedar Hurst Trail @ Woodford Road	Cleared clogged inlet	3/16/2022
Carlo Terrace	Cleared clogged inlet	3/16/2022
2460 Reynolds Road	Cleared clogged inlet	3/16/2022
2780 Carriage Lane	Cleared clogged culvert	3/18/2022
4662-4698 Tell Road	Repaired storm drain ditch	3/21/2022
235 Deerrun Trail	Cleared clogged inlet	3/23/2022
1120 Mitchell Crossing Drive	Cleared curb and gutter	3/23/2022
5130 Dublin Drive	Replaced manhole cover	3/29/2022
2986 Stream View	Replaced manhole cover	3/30/2022



Solid Waste Management

Solid Waste Management includes overseeing compliance of the Solid Waste Ordinance, management of Merk Miles Transfer Station, Beautification Plan, and coordination of residential and commercial collection providers.

Dead Animal Removal

Dead Animal Removal	
5900 Koweta Road	3/1/2022
2880 Oxford Road	3/2/2022
3909 Will Lee Road	3/2/2022
2770 West Road	3/7/2022
Camp Valley Road	3/7/2022
4665 Stonewall Tell Road	3/7/2022
Greenwood Lane	3/7/2022
3590 Thaxton Road	3/9/2022
300 Green Mountain Trail	3/10/2022
3915 Cascade Road	3/24/2022
5340 Halcyon Drive	3/24/2022
8175 Rivertown Road	3/24/2022
6570 Peppermill Lane	3/29/2022
7239 Madison Circle	3/30/2022

Field Services

Right of Way Maintenance, Litter Removal, & Mowing

Every four weeks, Public Works collects litter on approximately 200 miles of road as part of the process. During this time, roads needing additional treatment are cleaned as well. Mowing is completed during litter collection as it prevents plastic bags and other objects being cut up during the process and prevents the creation of more litter. During grass cutting season, the team completes the mowing of approximately 200 miles each time this task is performed.

Mowing and Litter Removal	
Bishop Road	3/1/2022
Gullatt Road	3/1/2022
Herndon Road	3/1/2022
Ridge Road	3/1/2022
Bobby John Road	3/2/2022
Campbell Drive	3/2/2022
Hunter Road	3/2/2022
Mason Road	3/2/2022
Pittman Road	3/2/2022
Spring Street	3/2/2022



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El Caudillo Court	3/2/2022
Royal South Parkway	3/2/2022
Stacks Road	3/2/2022
Woodward Road	3/2/2022
Diann Drive	3/3/2022
Robin Lane	3/3/2022
Tortoise Place	3/3/2022
Old Carriage Drive	3/3/2022
Jerome Road	3/3/2022
Burdette Road	3/3/2022
Scarborough Road	3/3/2022
Janice Drive	3/3/2022
Union Road	3/3/2022
Riverside Drive	3/3/2022
Old Jonesboro Road	3/4/2022
Bethsaida Road	3/4/2022
Scofield Road	3/4/2022
West Stubbs Road	3/4/2022
Bakers Ferry Road	3/4/2022
Flat Shoals Road	3/7/2022
Bethsaida Road	3/7/2022
Peters Road	3/8/2022
Deerun Road	3/8/2022
Connell Road	3/8/2022
Sheriff Road	3/8/2022
Kimberly Mill Road	3/8/2022
Morris Road	3/8/2022
Vandiver Road	3/8/2022
Cedar Grove Road	3/10/2022
Hall Road	3/10/2022
Rivertown Road	3/10/2022
Short Road	3/10/2022
Jones Road	3/10/2022
Bakers Ferry Road	3/11/2022
New Hope Road	3/11/2022
Goodson Road	3/11/2022
Boat Rock Road	3/11/2022
Oakley Industrial Boulevard	3/11/2022
Carolwoods Drive	3/14/2022
Bruce Place	3/14/2022
Binford Place	3/14/2022
Boat Rock Road	3/14/2022
Bakers Ferry Road	3/14/2022
Cascade Road	3/14/2022
Fairburn Road	3/15/2022
Cavender Drive	3/15/2022
Old Cascade Road	3/15/2022



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Rivertown Road	3/15/2022
Plummer Road	3/15/2022
Reynolds Road	3/15/2022
Kimberly Road	3/17/2022
Dublin Drive	3/17/2022
Research Center	3/17/2022
Daytona Drive	3/17/2022
Easton Drive	3/17/2022
Elva Drive	3/17/2022
Dove Drive	3/17/2022
Danforth Road	3/17/2022
Enon Road	3/17/2022
Demooney Road	3/17/2022
Enon Road	3/18/2022
Dublin Drive	3/21/2022
Dove Drive	3/21/2022
Elva Drive	3/21/2022
Easton Drive	3/21/2022
Research Center	3/21/2022
Stonewall Tell Road	3/21/2022
Demooney Road	3/21/2022
Danforth Road	3/22/2022
Erin Road	3/22/2022
Farley Avenue	3/22/2022
Garr Circle	3/22/2022
Happy Valley Circle	3/22/2022
Heather Wood Circle	3/22/2022
Kimberly Road	3/22/2022
New Hope Road	3/22/2022
Wilson Mill Road	3/22/2022
Aldridge Road	3/22/2022
Merk Road	3/22/2022
Miles Road	3/22/2022
Camp Drive	3/22/2022
Pittman Road	3/22/2022
High Point Lane	3/23/2022
High Point Trail	3/23/2022
Diann Drive	3/23/2022
Ethan Allen Drive	3/23/2022
Green Mountain Trail	3/23/2022
Green Tree Lane	3/23/2022
Green Tree Court	3/23/2022
Green Tree Trail	3/23/2022
Robin Lane	3/23/2022
Tortosa Place	3/23/2022
Hunter Road	3/24/2022
Jaillette Road	3/24/2022



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Reeves Street	3/24/2022
Scarborough Road	3/24/2022
Thaxton Road	3/24/2022
Tell Road	3/24/2022
Old Campbellton Road	3/24/2022
Union Road	3/24/2022
Church Street	3/24/2022
Delano Road	3/24/2022
Old Fairburn Road	3/25/2022
Janice Drive	3/25/2022
Kent Road	3/25/2022
Lee Place	3/25/2022
Miller Street	3/25/2022
Washington Road	3/28/2022
Welcome All Road	3/28/2022
White City Road	3/28/2022
Wolf Creek Circle	3/28/2022
West Stubbs Road	3/28/2022
East Stubbs Road	3/28/2022
Lake Lane	3/29/2022
Limerick Drive	3/29/2022
Bethlehem Road	3/29/2022
Cedar Groave Road	3/29/2022
Shatterton Road	3/29/2022
Clark Road	3/29/2022
Dodson Road	3/29/2022
Herndon Road	3/29/2022
Hobgood Road	3/29/2022
Koweta Road	3/29/2022
Ono Road	3/29/2022
Ridge Road	3/29/2022
Rivertown Road	3/29/2022
Bishop Road	3/30/2022
Cochran Road	3/30/2022
John Rivers Road	3/30/2022
White Mill Road	3/30/2022
Wilkerson Mill Road	3/30/2022
Wallace Road	3/31/2022
Spring Street	3/31/2022
McClure Road	3/31/2022
Short Road	3/31/2022

Miles Serviced This Month: 150



**Public Works
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Illegal Dumping

Illegal Dumping Collected	
Rataree Road	3/1/2022
Stacks Road	3/1/2022
Jones Road	3/1/2022
Stacks Road	3/2/2022
Dodd Road @ Camp Valley Road	3/4/2022
Brittany Forest Road @ Camp Valley Road	3/4/2022
Waycrest Drive	3/4/2022
6960 Dodd Road	3/4/2022
New hope Road & Blairwood Court	3/7/2022
Bethsaida Road	3/7/2022
7288 Cavender Drive	3/8/2022
Morris Road	3/8/2022
6100 Chatahooche Drive	3/8/2022
Koweta Road @ Campbellton-Fairburn Road	3/10/2022
7329 Bethsaida Drive	3/11/2022
420 Highland Lake View	3/11/2022
West Stubbs Road	3/15/2022
Westbrook Road	3/16/2022
Valley Lakes Road	3/16/2022
Binford Place	3/17/2022
Bethsaida Road	3/18/2022
Merk Road	3/21/2022
2632 Haligan Point	3/21/2022
3405 West Stubbs Road	3/22/2022
White Mill Road @ Bells Way	3/22/2022
4600 Scarborough Road	3/22/2022
Jones Road	3/22/2022
4840 Miller Road	3/22/2022
Oakley Road	3/22/2022
7830 Hall Road	3/23/2022
7005 Brentwood Court	3/23/2022
6775 Dagenhart Road	3/23/2022
Bishop Road	3/24/2022
3201 Spring Street	3/24/2022
New hope Road	3/24/2022
Rataree Road	3/25/2022
Koweta Road @ South Wexford Road	3/25/2022



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6083 Koweta Road	3/29/2022
Jones Road	3/29/2022
Campbell Road	3/29/2022
5972 Wolfcreek Drive	3/29/2022
Riverside Drive @ Waycrest Drive	3/30/2022
5695 Valley Loop	3/30/2022
2201 Cascade Palmetto Highway	3/30/2022
6649 Bobby John Road	3/31/2022
Springfield Way @ Stonewall Tell Road	3/31/2022

Weight Collected This Month: 45.48

Gravel Roads

Gravel Dirt Road Maintenance	
Jones Road (Dust abatement)	3/1/2022
Hall Road (Dust abatement)	3/1/2022
Teal Road (Dust abatement)	3/2/2022

Pothole Repairs

Pothole Repairs		
Renaissance Circle	3	3/3/2022
New Hope Road	1	3/4/2022
4220 Union Road	1	3/4/2022
4505 Scarborough Road	2	3/4/2022
Camp Fulton Way	1	3/3/2022
Welcome All Road	1	3/3/2022
Bakers Ferry Road	1	3/3/2022
Cochran Road	1	3/11/2022
2220 Sheriff Road	3	3/11/2022
Feldwood Road @ Benchmark Drive	1	3/15/2022
Rivertown Road	1	3/16/2022
Enon Road	2	3/17/2022
Enon Road	1	3/23/2022
6880 White Mill Road	1	3/23/2022
2548-2988 Enon Road	1	3/29/2022
4345 Welcome All Road	1	3/29/2022
3945 Pittman Road	2	3/29/2022
Jaillette Road @ Welcome All Road	1	3/30/2022
5959-6145 Old Campbellton Road	2	3/30/2022
5128 Lower Elm Street	2	3/30/2022
2976 Stream View	1	3/31/2022



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300-399 Bishop Road	1	3/31/2022
7439-7469 Bishop Road	3	3/31/2022

Pothole Repairs This Month: 34

YTD Pothole Count: 107

Concrete Maintenance

Concrete Maintenance		
Talkeenta Court	Sidewalk repair	3/1/2022
Chilkat Court	Sidewalk repair	3/2/2022
3440 Walnut Ridge	Damaged curb repair	3/15/2022
5318 Heyward Place	Sidewalk repair	3/24/2022
Mitchell Crossing Drive	Curb Repair	3/24/2022
5835 Village Loop	Sidewalk repair	3/28/2022
7655 The Lakes Drive	Sidewalk repair	3/29/2022
7431 Spoleto Loop	Sidewalk repair	3/29/2022
6100-7578 Lakes Drive	Sidewalk repair	3/29/2022

Sinkhole Repairs

Sinkhole Repairs	
5590 Forest Downs Circle	3/2/2022
7329 Bethsaida Drive	3/14/2022
4695 Janice Drive	3/25/2022

Brush Cutting

Brush Cutting	
None to report this month	

Tree Removal

Tree Removal	
Binford Place	3/3/2022
Enon Road	3/4/2022
1905 New Hope Road	3/14/2022
Boat Rock Road	3/14/2022
Butner Road & Grassy Trace	3/15/2022
North Star Trail	3/15/2022
1910 New hope Road	3/17/2022
130 Sunrise Court	3/17/2022
White City Road	3/21/2022
2585 Floxlair Trail	3/22/2022
Enon Road @ Barrington Trace	3/23/2022



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Right of Way Permits

Utility Permit Approvals			
Atlanta Water	4070-4180-4230 Oakhurst Drive	Install water service	3/3/2022
Comcast	3470 Old Fairburn Road	Install fiber cable	3/3/2022
Southern Company	3995 Old Fairburn Road	Install gas service	3/3/2022
Southern Company	5659-5663 Eternal Drive	Install gas service	3/3/2022
Georgia Power	Camp Valley Road	Install power poles	3/3/2022
Southern Company	Butner Road @ Stonewall Tell Road	Install gas service	3/3/2022
Greystone	Enon-Merk-Miles Roads Ext.	Install fiber cable	3/15/2022
Atlanta Water	4211-4290 Oakhurst Drive	Install water service	3/15/2022
Atlanta Water	2494-2522 Polaris Way	Install water service	3/15/2022
Comcast	4605 Blazing Trail	Install fiber cable	3/16/2022
Southern Company	745 Walden Boulevard	Install gas service	3/16/2022
Comcast	641 Outlook Way To 4605 Scarborough Road	Install fiber cable	3/21/2022
Georgia Power	Bethsaida Road And Camp Valley Road	Install underground power	3/21/2022
AT&T	6044 Plummer Road	Install fiber cable	3/21/2022
Atlanta water	4240-4280 Merrigold Way	Install water service	3/25/2022
Atlanta Water	2462-2578 Polaris Way	Install water service	3/25/2022
Southern Company	5249 Orly Terrace	Install gas service	3/25/2022
Southern Company	5750 Penfiled Place	Install gas service	3/25/2022
Comcast	3725 Flat Shoals Road	Install fiber cable	3/25/2022
AT&T	Old Fairburn Road	Install fiber cable	3/25/2022
Comcast	100 Meadow Pass @ Butner Road	Install fiber cable	3/25/2022
Southern Company	4465 Old Fairburn Road	Install gas service	3/25/2022
AT&T	Cedar Grove Road ext.	Install fiber cable	3/30/2022

Bridge Maintenance

Bridge Inspections and Maintenance		
None to report this month		

Inclement Weather

No activity this month



CITY OF SOUTH FULTON

COUNCIL AGENDA ITEM

COUNCIL WORK SESSION



SUBJECT: 4:30 PM City Attorney Monthly Report

**DATE OF
MEETING:** 5/10/2022

DEPARTMENT: Attorney



CITY OF SOUTH FULTON

COUNCIL AGENDA ITEM

COUNCIL WORK SESSION



SUBJECT: 4:30 PM Presentation by the South Fulton Convention and Visitors Bureau

DATE OF MEETING: 5/10/2022

DEPARTMENT: City Council

ATTACHMENTS:

Description	Type	Upload Date
Res2022 CVB Bylaws 4-6-22	Cover Memo	5/10/2022

STATE OF GEORGIA
COUNTY OF FULTON
CITY OF SOUTH FULTON

RES2022-_____

A RESOLUTION OF THE CITY OF SOUTH FULTON, GEORGIA, TO APPROVE THE FIRST AMENDED BYLAWS OF THE SOUTH FULTON CONVENTION & VISITORS BUREAU, INC.; AND FOR OTHER LAWFUL PURPOSES.

(Sponsored by Councilmember Willis)

WHEREAS, the City of South Fulton ("City") is a municipal corporation duly organized and existing under the laws of the State of Georgia; and

WHEREAS, the duly elected governing authority of the City is the Mayor and Council thereof ("City Council"); and

WHEREAS, the Resolution No. 2019-047 of the City Council of the City of South Fulton, adopted on September 10, 2019, incorporated the South Fulton Convention & Visitors Bureau, Inc. and adopted the initial bylaws of the corporation; and

WHEREAS, the Bylaws of the South Fulton Convention & Visitors Bureau, Inc., Article XII, Section 2, requires city council approval for any amendment to the corporation's bylaws; and

WHEREAS, the Board of Directors of the South Fulton Convention and Visitors Bureau, Inc., have duly adopted amendments to its bylaws, and hereby present those amendments to the City of South Fulton City Council for adoption.

THE CITY COUNCIL OF THE CITY OF SOUTH FULTON HEREBY RESOLVES
as follows:

Section 1. The City of South Fulton City Council hereby adopts the amendments to the Bylaws of the South Fulton Convention & Visitors Bureau, Inc, as attached in their entirety, hereto, as Exhibit "A." pursuant to Article XII, Section 2 of said Bylaws.

Section 2. Any resolution in conflict with this resolution is hereby waived to the extent of the conflict.

[signatures and voting tabulations appear on the following page]

EXHIBIT “A”

CITY OF SOUTH FULTON CONVENTION & VISITORS BUREAU, INC.



First Amended Bylaws

ARTICLE I — GENERAL

Section 1 — Organization Name

The name of the corporation shall be the City of South Fulton Convention and Visitors Bureau, Inc., hereafter referred to as CVB.

Section 2 - Purpose

The intent of the CVB shall be the attraction of overnight tourists, visitors and individuals; to solicit groups, conventions, meetings, trade shows, exhibits, sports tournaments, expositions and special events to convene and take place in the City of South Fulton through advertising, sales contracts, publications and distribution of descriptive material and such other means as may be necessary or expedient to attract such tourists, visitors, individuals, groups, conventions, meetings, trade shows, exhibits, expositions, sports tournaments and special events to the City of South Fulton.

ARTICLE II - DIRECTORS

Section 1 - Responsibilities

The affairs of the CVB shall be under the management of a Board of Directors and such officers, agents, employees or committees as the Board may elect, employ or appoint.

Section 2— Board of Directors

The CVB will be governed by a Board of Directors consisting of Twelve (12) members. Appointment of Directors shall be in accordance with these Bylaws. The members of the Board of Directors shall be appointed by the City of South Fulton Council as follows:

Five (5) board members shall be selected from and represent the entertainment, sports, marketing or attractions in the City of South Fulton or for the benefit of the City. Each such appointee must hold at least the position of Manager, Vice President, President or Director as determined by the City Council in its discretion.

Three (3) board members shall be selected from and represent the lodging industry in the City. The City Council shall accept nominations from the hotel/motel industry and/or individual hotel or motel owners/operators prior to appointment of these Directors. Each such appointee must hold the position of Manager, General Manager or higher, as determined by the City Council in its discretion.

Three (3) board member shall be selected from among the restaurant/retail industry. Each such appointee must hold the position of Manager, General Manager or higher, as determined by the City Council in its discretion. The City Council shall accept nominations from the restaurant/retail industry prior to appointment of these directors.

One (1) board members shall be selected from the South Fulton Chamber of Commerce. Appointee must hold at least the position of President, CEO or Board Member as determined by the City Council in its discretion.

Section 3 — Tenure

Each Director shall serve for a term of four (4) years staggered terms.

Section 4 — Vacancies

Should any office become vacant, by reason of death, resignation, removal, disqualification or otherwise, the Directors may, at any meeting, recommend a successor or successors, subject to approval by City Council.

Section 5 — Powers

The Board of Directors shall be responsible for establishing operating

policies for the CVB and for evaluating the progress of the CVB in the attainment of its goals. The Board of Directors shall have full and complete power to transact all business and manage the affairs of the CVB, to hire and fire individuals engaged by the Board to assist the CVB in its operations, to elect officers, to authorize the sale, conveyance, transfer, assignment, trade, exchange, lease, mortgage, otherwise encumber or pledge any property, real or personal, of the CVB.

Section 6 — Compensation

No assets of the CVB shall be used for the benefit of or be paid to any person who is a member, director, officer, or other private person, except that reasonable reimbursement may be allowed for services rendered in furtherance of the goals of the CVB.

Section 7 — Records

All financial records and minutes of meetings of the Board of Directors, along with other valuable papers of the CVB, shall become permanent records of the CVB and shall always be kept securely in the offices of the CVB. Copies of these records may be made for any member of the Board of Directors or City Council at any time upon proper request.

Section 8 — Conflicts of Interest

Members of the Board of Directors and Executive Committee shall not participate in a vote or decision on a contract involving a business entity or real property in which the Director or his or her immediate family, (spouse, parent, parent-in-law, brother, brother-in-law, sister, sister-in-law, child, son-in-law or daughter-in-law or other persons living in the same residential dwelling unit of the Director) is a director, officer, employee or has a substantial interest if it is reasonably foreseeable that such action would confer an economic benefit on the business entity. Any such conflict of interest shall be disclosed by the Director and recorded in the minutes of the meeting where that action is taken.

ARTICLE III — OFFICERS

Section 1 - Elections

Officers of the Board shall be elected annually by the CVB Board at its regular December meeting, and shall hold office until the following Annual Meeting. Vacancies may be filled, or new offices created and filled at any meeting of the CVB Board.

Section 2 — Term of Office

Officers shall be elected for one (1) year at the December regular meeting of the Board of Directors. Term of office will begin at the

annual meeting of the Board in January of each year. CVB officers may be elected to consecutive terms, not to exceed 3 consecutive terms per seat.

Section 3 — Removal

Any officer elected or appointed by the CVB Board may be removed by the CVB Board whenever, in its judgment, the best interests of the CVB Board will be served.

Section 4 — Vacancies

A vacancy in any office because of death, resignation, removal, disqualification or otherwise may be filled by the CVB Board of Directors by appointment for the balance of such officer's term.

Section 5 — Officers & Duties

The duties of the officers shall include but not be limited to:

President: Preside at general CVB meetings and at all meetings of the Board of Directors. Represent the CVB at any meeting, convention, or other gathering where the interests of the CVB are at issue, or when so directed by the Board of Directors.

Vice President: Perform all duties of the President in his/her absence. In the event of death, resignation or retirement of the President, assume the duties of the president as

President Pro Temp for the remainder of the current term and supervise the appointment of a new Vice President. Represent the Board at the request of the President.

Secretary: Oversee the record keeping of the CVB's meetings and activities. Gather and distribute approved meeting minutes to CVB membership. Represent the Board at the request of the President.

Treasurer: Provide a full and accurate account of receipts and disbursements of the CVB that are kept in books belonging to the CVB. Sign all checks and drafts that are properly drawn on CVB funds. All checks require two signatures. Ensure all monies are deposited in the name of the CVB, in such depositories or safety vaults that may be designated by the Board of Directors. Represent the Board at the request of the President. Ensure that an annual audit is performed.

ARTICLE IV — MANAGEMENT

Section 1 — Administrative Support

The City of South Fulton City Managers Office shall provide administrative support for the CVB, if, and only to the extent, requested by the CVB Board.

Section 2— Executive Director

If the Board chooses to appoint an Executive Director, the Executive Director of the CVB shall be any individual that is appointed by the Board and may be compensated in an amount to be set by vote of the Board of Directors. The Executive Director may be removed from their position by the Board. The duties of the Executive Directors shall be set by the Board.

Section 3 — Tourism Manager

If the Board chooses to appoint a Tourism Manager, the Tourism Manager shall work directly to support the efforts of the CVB. The Tourism Manager shall be any individual appointed by the Board of Directors and may be compensated in an amount to be set by the Board of Directors. The Tourism manager may be removed from their position by the Board. The duties of the Tourism Manager shall be set by the Board.

Section 4 – Other Employees & Independent Contractors

The Board of Directors are authorized to hire and compensate, and fire or remove, from time to time, any other individual(s) in roles that they deem appropriate and necessary for the proper operation of the CVB. Such additional individuals may be hired and/or removed from their position by a vote of the Board.

ARTICLE V — MEETINGS

Section 1 — Regular Meetings

Regular meetings of the CVB Board shall be held at a location and time as agreed to by the CVB Board members. All meetings shall be subject to Robert’s Rules of Order and the Georgia’s Open Meetings Act.

Section 2 — Special Meetings

Special meetings of the CVB Board may be called by the Executive Director or the CVB Board President. Notice thereof shall be provided pursuant to Georgia’s Open Meetings Act

Section 3 — Annual Meeting

The Annual Meeting shall be held each January for the purpose of providing annual reports of the CVB and installation of newly elected officers.

Section 4 — Notice of Meetings

Notice of the time, place and matters to be considered and action taken for each meeting of the Board of Directors shall be posted as required by State law.

Section 5 - Quorum and Action

A majority of the duly appointed members of the Board of Directors shall constitute a quorum for the transaction of business. The affirmative vote of a majority (greater than 50%) of the Board present in person at a meeting at which a quorum is present shall be the act of the Board of Directors. In the event that a quorum is not present at any meeting, the Directors present may adjourn the meeting without further notice until a quorum can be properly assembled.

Section 6 — Attendance

Pursuant to three (3) consecutive absences or four (4) absences within a twelve-month period by any Director, the President of the Board of Directors shall call an Executive Committee meeting to review the attendance records of the Director. If, upon review, the Executive Committee determines there is insufficient circumstance to justify the absences of the Director it may recommend removal and replacement of the Director to the full Board of Directors. Upon majority vote of a quorum of the Board such a recommendation will be sent to the City Council for consideration and appropriate action.

Section 7 — Minutes

Written minutes shall be kept for each CVB meeting.

ARTICLE VI — COMMITTEES

Section 1 — Committees

Committees may be appointed by the President to advise and assist the CVB Board on issues or projects of the CVB. The President shall appoint a Committee Chairperson and members of the committee. The Committee Chairperson shall call meetings on an as-needed basis.

Section 2 — Executive Committee

Annually, the Board of Directors shall designate an Executive Committee. Each member of the Executive Committee shall be a member of the Board of Directors. The Executive Committee shall include the President, Vice President, Secretary, Treasurer and one (1) other Board member, as determined by the Board of Directors.

The Executive Committee may only act in the absence of a quorum of the Board at a duly called and noticed Board meeting and then only on items contained on the published agenda. Any action taken by the Executive Committee shall be placed on the next regular agenda for ratification by the full Board or a quorum thereof.

The Executive Committee shall have and exercise all of the authority of the Board of Directors in carrying out and handling the business and affairs of the CVB except where action of the entire Board of Directors is otherwise specified by these Bylaws or applicable law. The Executive Committee shall be subject to the control and direction of the

Board of Directors.

ARTICLE VII- MEMBERS

The CVB shall initially have one (1) class of members, consisting of the officers and members of the Board of Directors selected pursuant to Article II. Members shall have voting rights only in their capacities as members of the Board of Directors. The CVB reserves the right to create additional classes of members and to provide for the terms, rights and privileges thereof by amendment of these Bylaws.

ARTICLE VIII — ACCOUNTING AND BUDGET

Section 1 — Fiscal Year

The fiscal year of the CVB shall be January 1ST — December 31ST of each calendar year.

Section 2 — Accounting

The CVB will maintain separate accounts. All checks will require two signatures of authorized CVB personnel to include the President, Vice — President, Secretary and/or Treasurer.

Section 3 — Audit

The CVB will conduct an annual audit by a Certified Public Accounting firm.

ARTICLE IX — REPORTING

Section 1 — Meeting Reports

Meeting reports will be made to the City Council - approved meeting minutes and CVB board- approved marketing reports will be sent to the City Council on a monthly basis.

Section 2 — Budget

The CVB shall submit to the City each year an annual budget based on anticipated revenues and expenses, copies of audited financial statements, and other statements as may from time to time be requested.

Section 3 - Workplan

At least annually, the CVB shall present its work plan detailing results or metrics from the previous year and its work plan for the coming year. Included in this report will be measurements covering, but not limited to the following areas: Hotel/Motel Tax receipts; visitor counts at welcome center locations; annual advertising expenditures; ratio of advertising dollars spent to documented leads; number of tour groups and associated statistics; number of conventions and meetings and associated statistics.

ARTICLE X — DISSOLUTION

Section 1- Procedure

The Board of Directors shall adopt a resolution recommending that the CVB be dissolved. Upon adoption of the resolution by the Board of Directors and approval thereof by the City Council,

Section 2 - Distribution of Assets

The assets of the CVB shall be applied as follows: (1) all liabilities and obligations of the CVB shall be paid, satisfied and discharged; (2) assets held by the CVB upon condition requiring return, transfer or conveyance, which condition occurs by reason of the dissolution, shall be returned, transferred or conveyed in accordance with such requirements; (3) the remaining assets, if any, shall be distributed to the City, and all financial records and other documents and information held by the CVB shall be transferred to the City.

ARTICLE XI — INDEMNIFICATION

Section 1— Indemnification

The CVB shall indemnify each and every member of the Board of Directors, and authorized agents, against any and all liability or expense, including attorney's fees, incurred by any Director or agent by reason of any actions or omissions within the course and scope of the official duties that may arise out of the functions and activities of the CVB.

ARTICLE XII — AMENDMENTS TO BY-LAWS

Section 1 — Amendments

These Bylaws may be altered, amended or repealed by a majority vote of the quorum of the Board of Directors of the CVB at any annual, regular or special meeting of the Directors. At least ten (10) days' notice of the meeting at which the proposed changes are to be considered shall be given to each Director by written notice.

Section 2— Council Approval

Such amendments to the By-Laws shall take effect upon approval by the City of South Fulton Council.



CITY OF SOUTH FULTON

COUNCIL AGENDA ITEM

COUNCIL WORK SESSION



SUBJECT: 4:40 PM Presentation by Jacobs City Services – Public Works

DATE OF MEETING: 5/10/2022

DEPARTMENT: City Manager

ATTACHMENTS:

Description	Type	Upload Date
CoSF May 2022 MCC Presentation	Cover Memo	5/5/2022

City of South Fulton Public Works Update

May 10th, 2022

Jacobs Contract Basics– The Value Proposition

- CH2M (now Jacobs) was hired November 2018 to transition Public Works from County.
- City saved nearly \$3 million in first year with Jacobs providing improved service level (\$5.75 million versus County's \$8.5 million fee proposal).
- Current contract ends September 30, 2022.
- Jacobs provides staff, vehicles, facility, equipment and systems/processes to optimize delivery.
- Regional Resources, National Vendor Contracts
- Contract includes annual maintenance fund for materials and major repairs.
- Jacobs monthly invoice to City is fixed at \$487k + \$72k (maintenance fund) for a total of \$560k

What Jacobs does for the City of South Fulton

- Provide 24/7 Citizen Response via Call Center (all City departments)
- 24/7 Maintenance of:
 - 188+ miles of roads & City ROW
 - Mowing/ litter on a 4-week schedule
 - Traffic signals (including state roads), signs and markings
 - Bridges, dirt roads, sidewalks
 - Street sweeping, brush cutting
- Capital Improvement Plan support
- Traffic Studies, Traffic Calming
- Development Traffic Planning
- ROW & Utility Permitting
- Snow/ Ice Storm Response
- Initial GIS Mapping
- Stormwater Management (recently removed)
- Solid Waste Management (recently removed)

Areas/Roads NOT Included in Current Contract

- State Routes maintenance
- FIB area annexation
- Sub-Division Streets
 - Mowing
 - Litter
 - Brush Cutting
 - Street Sweeping

Service Level Agreements – Established by City

- Response times defined by urgency of task
 - Priority 1 thru 5 (1-day to 30-days response time)
 - Meeting Service Level Agreement 100% of the time for priority level 1
 - 1,500 hours of after-hours work since Jan 2019
 - Meeting Service Level Agreement majority of the time for priority levels 2-5

- ROW mowing and litter pick up
 - Successful delivery of 4-week schedule (unless impacted by weather)

- Routine Maintenance
 - 100s of routine maintenance activities performed monthly in addition to residents and City requests

Jacobs No Cost Out of Scope Work

- Lidar Study – data gathered to create the TSPLOST paving list

- Parks:
 - Banner Placement in Welcome All Park
 - Removal of tree debris in Trammel Crow Park

- Public Outreach for Solid Waste New Ordinance
 - 30,000+ letters sent out

- Neighborhood/ HOA Clean-ups

- Spring and Fall Community Clean-up Events

Highlights

- Stormwater/MS4
 - Acquired the city's MS4 Permit in January 2021
- Moved PW facility from the old Stonewall Tell jail to new facility on Boat Rock
- Acquired new equipment to increase efficiency and productivity
- Call Center Services
 - Handled 20,000 calls in 2021
 - Speed to answer < 1 minute
- Managed 2,477 tickets (as initially assigned)

Optional Services Available from Jacobs

- Upgrade and connect City's traffic signals to improve traffic flow
- Design, build and operate a citywide traffic management center
- Smart city utility – broadband network
- Trash collection and recycling
- Stormwater utility
- Planning & zoning
- Building permitting & inspections
- Code compliance
- Communications
- Municipal court support
- Facility management



Optional Services Available from Jacobs

- Litter: Develop a comprehensive litter campaign inclusive of schools, businesses, police, and code enforcement
- Develop Public Works Master Plan
- Capital Infrastructure Assessment—inventory and assess; age, condition, capacity of all the assets inherited from Fulton County
- Assist with IIJA Grant Funding Writing
- Coordinate DOT/ARC funding and manage capital projects
- Conduct City-wide Traffic Study—emphasis on moving traffic, increasing safety and reducing cut-through truck traffic